

Approved 5/17/18

**CITY OF KEEGO HARBOR CITY COUNCIL MEETING MINUTES
Thursday April 19, 2018 7:00 P.M.**

CALL TO ORDER: Mayor Yoder called the meeting to order at 7:02pm

ROLL CALL:

Present: Mayor Joel Yoder, Council Member Karen Meabrod and Council Member John Newberry

Absent: Mayor Pro Tem John Fletcher

Council Member Rob Kalman arrived at 7:07pm

STAFF PRESENT: Interim City Manager Linda Voll, Police Chief John Fitzgerald, DPW Foreman Doug Waldon, City Attorney Tom Ryan, City Planner Jason Smith

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT:

Tom Berman – Mr. Berman, as the County Commissioner, will be working on a program to fix the potholes on Orchard Lake Road from Commerce to Telegraph in 2020. He indicated as part of the Healthy Lake Program, Cass Lake will have the water quality tested.

MAYORS ANNOUNCEMENT

City Manager, DPW Foreman, Police Chief, Planning Commission and Parks & Rec Updates

CONSENT AGENDA:

Monthly Financial Reports

- Monthly Revenue/Expenditure Report
- Authorize Bills payment for March 2018

Meeting Minutes

- Study Session Meeting Minutes, March 12, 2018
- Council Meeting Minutes March 15, 2018
- Closed Session Meeting Minutes, March 15, 2018
- Closed Session Meeting Minutes, April 9, 2018

Motion to approve the Monthly Financial Report and Meeting Minutes by Council Member Newberry; seconded by Council Member Meabrod

Ayes: 4

MOTION CARRIED

- Acceptance of Resignation for Sue Murphy, Parks and Rec

Motion to accept the resignation of Sue Murphy by Council Member Kalman; seconded by Council Member Newberry

Ayes: 4

MOTION CARRIED

REGULAR AGENDA:

Master Plan Approval for Distribution

Planner Smith indicated a copy of the draft Keego Harbor Master Plan Update report, dated April 5, 2018, is provided for Council Member review. This latest draft incorporates a variety of revisions, as requested by the Planning Commission. The key changes reflected in this draft include Introduction, Demographic and Socioeconomic Analysis, Existing Trends and Conditions, Goals and Objectives, Future Land Use (FLU) Plan and Map, Implementation Chapter and Updated Maps.

Planner Smith indicated the next steps for completing and adopting the Master Plan:

1. At a regular City Council meeting, the Council would “authorize the distribution of the draft Master Plan for review”. Once authorized, electronic copies of the plan will be sent to entities including the county, neighboring communities, public utility providers, etc. These entities have 63 days to submit comments on the plan to the City. Any comments received by such entities are advisory only.
2. After the State required 63-day review period, the Planning Commission would notice and hold a public hearing.
3. After the public hearing, the Planning Commission and the City Council would officially adopt the Master Plan by resolution.

Planner Smith indicated the Planning Commission is ready to move forward with the legally required adoption process. The Planning Commission is forwarding the draft Master Plan to the City Council, requesting the Council to “authorize the distribution of the draft plan for review”, in accordance with the requirements of the Planning Enabling Act.

Planner Smith will work with the City throughout this public hearing and adoption process, including providing template letters and notices for the City’s use. Once the City Council has authorized the distribution of the draft Master Plan for review he will work on the draft plan distribution letters.

Motion to authorize the distribution of the draft plan for review by Council Member Kalman; seconded by Council Member Newberry

Ayes: 4

MOTION CARRIED

El Camino Outdoor Café – Special Land Use Approval

Planner Smith indicated the applicant intends to add an outdoor café seating area to the existing restaurant use at the site. He indicated City Council Members, following the public hearing and recommendation from the Planning Commission, shall deny, approve or approve with conditions.

City Council Members discussed the proposed outdoor café and their concerns. The applicant did not attend the City Council Meeting and therefore could not address any of the issues brought up. Planner Smith indicated he would send the applicant a letter addressing the concerns.

Council Members asked Planner Smith to mention the following items...

1. Compliance with Section 9.02(o)(11) Special Land Use Conditions, compliance with outdoor eating areas shall not be operated between the hours of 11 p.m. and 6 a.m.
2. Compliance with Section 9.02(o)(12) Special Land Use Conditions, outdoor seating capacity verification by Building Official, to obtain verification of seating area capacity.
3. Compliance with Section 9.02(o)(17)(c) Special Land Use Conditions, outdoor seating cleaning and trash removal plan, to submit a plan for trash removal and seating area cleaning during use periods.
4. Compliance with all Building Construction Codes, Engineering standards, Fire codes, and City permitting requirements.
5. Provide an “as-built” sketch to the City complete with details on all materials to be used.
6. Provide to the City a copy of approval from the Michigan Liquor Control Commission allowing the operation of an outdoor café.
7. Provide a minimum of eight (8) hanging planter boxes along the railing system.
8. Consider a neutral colored stain or paint for the pressure treated wood being installed.

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Motion to approve the Special Land Use with conditions by Council Member Newberry; seconded by Council Member Kalman

Ayes: 4 MOTION CARRIED

Boards and Commissions

Board of Review – Pegge Hursley (full term ending 02/2021)

Motion to re-appoint Pegge Hursley to Board of Review by Council Member Kalman; seconded by Council Member Newberry

Ayes: 4 MOTION CARRIED

Greater West Bloomfield Cable Communication Commission – Barbara Kline or Ronnie Dahl (1 partial term ending 06/2020)

Motion to appoint Ronnie Dahl to GWBCCC by Council Member Newberry; seconded by Council Member Meabrod

Ayes: 4 MOTION CARRIED

TIFA – David Emerling, Leslie Clark and Pat Ostroske (2 Board Member partial term, with one term ending 06/2020 and one term ending 06/2021)

Motion to table TIFA Board Member appointments until all Council Members are in attendance by Council Member Newberry; seconded by Council Member Kalman

Ayes: 4 MOTION CARRIED

Resolution for 2018 West Nile Reimbursement Program

Manager Voll indicated we receive the bug wipes and spray from Oakland County.

Motion to approve 2018 West Nile Reimbursement by Council Member Newberry; seconded by Council Member Kalman

Ayes: 4 MOTION CARRIED

Hazardous Waste Event w/ West Bloomfield

Council Members and City Manager Voll discussed the 2018 Household Hazardous Waste Event on Saturday September 29, 2018 from 9:00 am – 2:00 pm at the West Bloomfield Township Civic Center. There is a \$50.00 charge per car as well as a \$125.00 registration fee. The City would be responsible to pay for this event.

Motion to table the Hazardous Waste Event until next Study Session to by Council Member Kalman; seconded by Council Member Newberry

Ayes: 4 MOTION CARRIED

Smart Credits for Memorial Day Parade Bus

City Manager Voll indicated the Memorial Parade Committee would like to utilize SMART Credits to transport people to and from the starting point of the parade. The approximate amount of SMART Credits would be approximately \$500.00.

Motion to approve the use of Smart Credits for the Memorial Day Parade bus by Council Member Kalman; seconded by Council Member Newberry

Ayes: 4 MOTION CARRIED

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City Hall and DPW Public Parking Lot Discussion

Manager Voll indicated that parking at City Hall can get congested. After close evaluation of the parking lot, the City would consider removing the sidewalk and grassy area that is closest to the building, plus a small strip which is on the southwest side towards Beechmont Road by the current ADA parking space. Foreman Waldon indicated by removing these areas, Van Accessible ADA parking space and two additional regular parking spaces will be created, while keeping the regular ADA parking space we currently have. Manager Voll also indicated that DPW Parking has also become difficult since employees park their personal vehicles in the DPW Yard and a few vehicles have been damaged. He indicated adding the proposed parking area will give relief during the high volume shifts. The additional parking spaces will not be seen from the road. And once it is complete, there will be plant coverage around the parking area so it will not be a hindrance to any of the residents that live in the area. This improvement was approved by the Planning Commission at the April 5, 2018 meeting. In addition, Brad Shepler, from HRC, has reviewed the plans and has no problem with the additional parking spaces at City Hall or DPW Building.

Council Members discussed wanting Jason Smith and Brad Shepler to put their reviews in writing.

Motion to table City Hall and DPW Public Parking Lot Discussion until budget is completed and all Council Members are in attendance n by Council Member Meabrod; seconded by Council Member Kalman

Ayes: 4 MOTION CARRIED

DPW Equipment discussion and plan

City Manager Voll and DPW Foreman Waldon indicated the need for a new Dump Truck and New Back Hoe. They also showed the cost for new, the cost for repairs and the trade-in value. Council Members indicated they will look at the budget and finance terms for the new equipment.

Motion to table DPW Equipment until budget is completed by Council Member Kalman; seconded by Council Member Newberry

Ayes: 4 MOTION CARRIED

2018 Road Preservation Program

Council Members discussed the impartial process of having Chris Swift, from ASI, evaluate the streets in the City. The budget needs to be completed to determine amount of money available.

Motion to table 2018 Road Preservation Program until May by Council Member Kalman; seconded by Council Member Newberry

Ayes: 4 MOTION CARRIED

Officially naming of City Manager

Motion to table Naming of City Manager until May Study Session by Council Member Kalman; seconded by Council Member Meabrod

Ayes: 4 MOTION CARRIED

Drinking Station

City Manager Voll indicated a water station that fills water bottles would be placed in City Hall. Council Members discussed the benefits of this station and agree it is a great idea.

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Motion to go into Closed Session by Council Member Meabrod; seconded by Council Member Newberry
Ayes: 4 MOTION CARRIED

CLOSED SESSION

Michigan Tax Tribunal

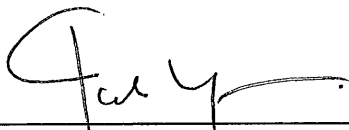
Motion for approval of settlement as outlined of the 2 cases by Attorney Ryan by Council Member Newberry;
seconded by Council Member Kalman
Ayes: 4 MOTION CARRIED

CITY ATTORNEY UPDATE

COUNCIL COMMENTS

ADJOURNMENT

Being no further business Mayor Yoder adjourned the Council Meeting at 9:30p.m.



Joel Yoder
City of Keego Harbor Mayor



Lori Gilman
City of Keego Harbor Deputy Clerk

