

**MINUTES OF THE EAST JORDAN CITY COMMISSION MEETING HELD  
TUESDAY, MARCH 1, 2005 AT 7:34 P.M. IN CITY HALL**

Present: Mayor Postma  
Commissioners McNitt, Bennett, Timmons, Vollbach and Klooster

Absent: Commissioners Symonds

Mayor Postma called the meeting to order at 7:34 p.m. and led the pledge of allegiance.

ITEM #3 Inquiry of Conflicts of Interest

No conflicts of interest were voiced.

**CONSENT AGENDA**

Motion offered by McNitt, supported by Vollbach, to approve the minutes of the Regular Commission Meeting dated February 15, 2005, as submitted.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by McNitt, supported by Vollbach, to acknowledge receipt of the Paid Bill List dated February 23, 2005, totaling \$236,743.09.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by McNitt, supported by Vollbach, to acknowledge receipt of the Monthly Safety Reports as follows:

- A. EMS Monthly Report, December 2002
- B. EMS Monthly Report, January – December 2003
- C. EMS Monthly Report, January – December 2004
- D. EMS Monthly Report, January 2005

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

**Regular Agenda**

ITEM #7 Civic Center Request

Motion offered by Bennett, supported by McNitt, to approve the Civic Center Request for the Chamber of Commerce and Just Moms Inc., for the use of the Civic Center on Saturday, March 26, 2005 and to waive the rental fee.

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MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #8 Acknowledge Receipt of Annual Report of Delinquent Bills and Schedule  
a Public Hearing for Delinquent Bills to be placed on the 2005 Tax Roll

Motion offered by Bennett, supported by McNitt, to place delinquent bills on the  
2005 Tax Roll for collection after the Special Public Hearing dated April 5, 2005.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #9 MML Award Presentation

Due to the weather this item was postponed.

ITEM #10 Theresa Haske, American Cancer Society

Theresa Haske of the American Cancer Society introduced herself and explained  
to the Commission that they would like to hold a Relay for Life in Charlevoix  
County again and would like to have it at the Tourist Park on August 27 and 28,  
2005. Ms. Haske explained the use of the park facility and about Relay for Life  
and the background of the event.

Clerk Campbell presented park use information from Parks Director Cannon on  
last years occupancy on those dates. According to the information provided the  
park had minimal usage during that time period.

The City Commission requested additional information regarding the Relay for  
Life requests.

A detailed proposal will be presented to the City Commission at the next  
Commission meeting of March 15, 2005.

ITEM #11 Charlevoix County Commission on Aging Request

Motion offered by McNitt, supported by Vollbach, to approve the Commission on  
Aging's request to extend their classes in the Civic Center and to waive the rental  
fee.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

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ITEM # 12 Shane Williams, 305 Third Street, Water Bill Adjustment

Motion offered by McNitt, supported by Klooster, to authorize city staff to reduce the water bill for 305 Third Street to an average of the three prior billings.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #13 DDA Update

No update at this time

ITEM #14 Administrator's Report

ADMINISTRATOR'S REPORT  
MARCH 1, 2005

1. It has been requested that the first parking space next to the corner by the Arts Council be changed to no parking. In discussion with Street Administrator Breakey while he has no strong objections he does not feel that restricting one space will improve sight distance at that intersection. Mr. Breakey does not feel that the sight distance will be improved until all three spaces on the Arts Council side of the street are eliminated. I agree with Mr. Breakey, but we could eliminate the first space as has been requested and see what effect that has on the sight distance situation. If the Commission agrees with this recommendation a motion would be needed to change the first parking space from the corner in front of the Arts Council to "No Parking".
2. At prior Commission meetings two other issues have been mentioned by Commissioners. The first are bushes on the southwest corner of Water Street and M66. These bushes are restricting the sight distance both turning from M66 to Water Street and Water Street onto M66, since those bushes are in MDOT right-of-way I have been informed that MDOT must address them. After the last Commission meeting I contacted the Traverse City TSC and asked that the bushes be addressed, I was informed they would be. As I hear more on this issue I will keep the Commission up to date.

Secondly, the Chamber of Commerce held a meeting of interested parties regarding snowmobile access and usage within the City of East Jordan. Items that were discussed included signage, snowmobiles getting to our stores and restaurants and access throughout town. A taskforce committee was formed to look at all the issues regarding snowmobiles including trail maintenance. As they address issues the Chamber will be forwarding their suggestions to the City for your

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consideration. This taskforce has been a long time coming and will address many long standing snowmobile issues which affect our community.

3. Attached for your information are the hours that Parks Director Cannon has set for the Tourist Park and Marina. Mr. Cannon has staggered the hours to reflect the traditional usage of both parks. The staffing levels also will be reflected by increased staffing at peak times. New this year is two-way communication for all park employees. The new radios will allow Mr. Cannon to reach employees at all the parks under his direction without having to go in person to find the employee he needs or to rely on the telephone during busy times. These hours will be adjusted should usage dictate, if new hours are implemented the change will be forwarded to the Commission for your information.

Motion offered by Bennett, supported by McNitt, to adopt Traffic Control Order 101/2005.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Administrator White informed the Commission of the Award from the Michigan Historic Preservation Society that was received for the Main Street Center. He and Mayor Postma will be at the Kellogg Center in East Lansing on April 15, 2005 to receive the award.

White congratulated the Wright Builders and Charlevoix State Bank on the Award.

Motion offered by McNitt, supported by Klooster, to approve the lot split request for the Habitat Humanity on parcel number 15-053-726-010-10. This property would be split from the three (3) 50' lots into to two (2) 75' lots.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #15 Mayor's Report

Mayor Postma was very pleased regarding the award received for the Main Street Center.

ITEM #16 Attorney's Report

Attorney Beatty congratulated the City on the Award for the Main Street Center.

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ITEM #17 Commissioners

Commissioner Timmons inquired about the volleyball at the Civic Center. The stipulations restrict anyone under the age of 18 from playing.

Clerk Campbell informed Commissioner Timmons that the City has an agreement with Leann Gilbert for adult volleyball at the Civic Center and that the rules for age are not set by the City.

Campbell will get Commissioner Timmons the contact information so that she may pass on the information.

Commissioner Vollbach asked about an information sign downtown.

Administrator White informed the Commission that there is currently discussion regarding the placement of an electronic sign in the downtown area.

Commissioner Vollbach also inquired about the possibility of opening a Teen Center in part of the Civic Center.

White informed Commissioner Vollbach the City has had discussions regarding this issue in the past and the decision always comes down to someone to operate it. The City would apply for grants to complete the area.

Commissioner Vollbach also inquired about the Downtown Museum.

White informed the Commission that Laura Hansen and Kim Prebble were at City Hall today looking at the facility. They will be reorganizing the collection in the museum at Elm Pointe and will then begin working on the downtown museum.

ITEM #18 Speaker Requests

No speaker request slips were received.

ITEM #19 Budget Discussion

Mayor Postma asked each Commissioner to answer three questions regarding the budget.

1. What would you like for a fund balance at the end of the fiscal year?
2. Where would you like to see cuts?
3. Where do you not want to see cuts?

Commissioner McNitt stated he had several questions regarding the budget and stated that he does not want to see cuts in Public Safety, Police and Fire.

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Commissioner Bennett stated he wanted to review the request for two police cars and he wants to review the sewer and water rates stating he does not feel that there needs to be a large increase.

Commissioner Timmons stated she felt two new police cars was too much and one car should be sufficient for this year unless there is good cause to replace two. She also stated there may be areas of the budget that are artificially inflated where cuts can be made.

Commissioner Vollbach felt the Commission should review the request for two police cars. He thought maybe one of the cars could have an engine overhaul instead of a new car.

Commissioner Klooster felt public safety was important but wanted to review different areas of the budget.

Mayor Postma felt the proposed final fund balance is as low as the City should be. He does not want to see cuts that will affect the current coverage provided to citizens. He felt the water and sewer rates needed to be increased but not as much as proposed.

Commission reviewed and discussed several areas of the budget and asked that EMS Director Peck and Chief of Police Reece attend the March 15 meeting to discuss their budget requests. Commission also discussed a Headlee override and the City Administrator's salary.

Commission will have further budget discussion at the March 15, 2005 meeting.

Mayor Postma adjourned the meeting at 9:12 p.m.

Respectfully,

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Mark Postma, Mayor

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Lori M. Campbell, City Clerk