

**MINUTES OF THE EAST JORDAN CITY COMMISSION REGULAR MEETING HELD
TUESDAY, NOVEMBER 21, 2006 AT 7:30 P.M. IN CITY HALL**

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

Absent: None

Mayor Postma called the meeting to order at 7:30 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 Symonds, second by Vollbach, to approve the minutes of the Regular Commission Meeting dated November 7, 2006, as submitted.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to approve the minutes of the Organizational Commission Meeting dated November 13, 2006.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Paid Bill List dated November 15, 2006, totaling \$207,079.18.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Funds on Hand Report, October 2006.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Monthly Police Department Report, October 2006.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of minutes from the following Boards and Commissions:

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A. Housing Commission, October 10, 2006

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

REGULAR AGENDA

ITEM #10 Girl Scout Troop #375, Civic Center Use request

Motion offered by Symonds, second by McNitt, to approve Girl Scout Troop #375's request for use of the Civic Center and to waive the rental fee.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #11 Crossroads Resale Shop, Surplus Equipment

Motion offered by Vollbach, second by Klooster, to award the surplus equipment as bid to Crossroads Ecumenical Resale Shop with the exception of previously awarded items. (copy of letter attached and made a part of these original minutes)

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #12 Lot Split Application, Cinkel

Motion offered by Symonds, second by McNitt, to approve Kelvin and Cindy Johncheck's lot split request described in the description and boundary survey dated November 16, 2006, parcel #15-053-023-040-20.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #13 Lot Split Application, 200 Mill Street LLC

Motion offered by Symonds, second by Vollbach, to approve 200 Mill Street LLC's lot split request described in the description and boundary survey dated November 16, 2006, parcel #15-053-023-090-40.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #14 DDA Update

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Mayor Postma informed the Commission that the DDA had approved in principal the MEDC funding and bonding for the hotel project. He stated that he had assured the DDA Board that the City Commission would back the DDA to insure the bond payments.

Administrator White noted that the City is working with Northern Lakes Economic Alliance to secure a \$650,000 grant through the MEDC for infrastructure construction. He noted that at the December 5 meeting there would be a resolution authorizing bonding for approximately \$400,000 for the DDA portion of the project. The hotel project is currently estimated at \$3.8 million.

ITEM #15 Administrator's Report

ADMINISTRATOR'S REPORT NOVEMBER 21, 2006

1. The proposed hotel project is picking up steam. Everyone involved is working toward the anticipated ground breaking. I, along with Sheri Rhoads of NLEA, am working to secure funding for public infrastructure. An official announcement on the project with all the details will be coming shortly.
2. I am happy to report that even with these uncertain economic times, we have received interest in our Industrial Park. Information has been sent to the company who seemed very excited about our community. I will keep the Commission up to date on this inquiry.
3. The streetscape work is being completed on the M32 project as I write this report brick work is being done. Streetlights are also slated to be completed yet this fall. The tree grates are in and the trees will be placed in the spring. Everyone is waiting now for rain to see how the new storm sewer works. The project opened two days late and looks and rides great.
4. Every 80 to 100 years a project like M32 takes place in a community. I would like to thank everyone who worked on the project. The conditions, weather and tightness of the work area made for a very challenging project. The finished product is a great asset to our community and will serve East Jordan for many years to come. A well done should be given to City Staff, MDOT and the contractor for a super job.

Administrator White presented the Commission with a proposal from Capital Consultants for a feasibility study for a new campground building and the small craft marina at Tourist Park in the amount of \$10,000. He asked that the Commission approve Phase I & II funding to allow the city to seek grant funding and to authorize a loan from the Rehab Fund to be paid back by the Tourist Park with interest.

Motion offered by McNitt, second by Vollbach, to approve the funding in the amount of \$10,000 for Phase I & II of Capital Consultants proposal for a feasibility study for the

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Tourist Park and to authorize a loan from the Rehab Fund for this amount to be paid back by the Tourist Park Fund with interest.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

White publicly thanked everyone involved for their work on the M32 reconstruction project.

White also informed the Commission of the need to replace the copier at City Hall.

Treasurer Moreau reviewed the quote for a new copier and discussed the funds available from various funds that utilize the copier.

Motion offered by McNitt, second by Klooster, to authorize the purchase of a new copier for City Hall and to approve the recommended funding from the various City funds to cover the cost.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

EMS Director Peck informed the Commission of the damage to the e-car and the need to replace the vehicle as the insurance company has declared the vehicle as a total loss. He asked that the Commission waive the bid process and authorize the City Administrator a spending limit of \$30-\$35,000. to purchase a large size SUV. He is currently looking for a 4X4, white, Expedition or Tahoe. He stated that the current equipment in the Durango will be transferred to the new vehicle and he noted there would be no cost to the City for the transfer or the graphics.

He reviewed the funding for the purchase of a new vehicle and stated that he could delay the purchase of the new ambulance in the current budget by approximately six months and delay the first payment for the new ambulance for 12 months.

Motion offered by McNitt, second by Bennett, to waive the bid process for the purchase of a vehicle for the EMS Department and authorize a spending limit of \$35,000 with the final vehicle determination by the City Administrator.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Peck also requested that the City donate the enclosed trailer, received through a Grand Traverse Band grant, to Charlevoix County Emergency Management. He noted that he has discussed this idea with the President of the Tribe and he agreed this would be an appropriate use of the trailer.

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Motion offered by McNitt, second by Bennett, to donate the enclosed trailer in the EMS Department to Charlevoix County Emergency Management.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #16 Mayor's Report

Mayor Postma presented the Commission with a letter from Moore and Bruggink regarding engineering for iron removal at Well #8. He reviewed the project for the Commissioners who were not in office at the time. The City owes them \$43,122.49 and he asked that the Commission approve a payment of \$25,000 from the water fund and the remainder to be paid after the City secures a low interest loan for the well improvements.

Motion offered by McNitt, second by Symonds, to authorize payment from the Water Fund of \$25,000 to Moore and Bruggink for engineering services on Well #8 dating back to December 29, 2003 pending review by the City Treasurer to ensure the Water Fund can support the payment.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Postma also informed the Commission that he, David White and Lee Symonds had attended the Building Entrepreneurial Communities workshop and asked for the Commission's support for the City to apply as a pilot community.

Motion offered by McNitt, second by Bennett, to issue a letter of support for the City to apply as a pilot entrepreneurial community.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #17 Attorney's Report

Attorney Beatty presented the Commission with the proposed lease agreement between the City and the Jordan River Arts Council for the Carnegie Building.

Motion offered by McNitt, second by Vollbach, to approve the lease agreement for the Carnegie Building between the City and the Jordan River Arts Council.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #18 Commissioners

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Commissioner McNitt questioned if the dredge permit stated that the work must be done hydraulic or mechanical.

Administrator White stated that yes the dredging must be done hydraulic or mechanical.

Commissioner Bennett complimented the lights on the trees on Main Street. He also noted that he has received many positive comments on the M32 project.

Commissioner Timmons questioned the remaining signs placed by businesses during the construction project. She also questioned the status of removing nonconforming signs.

Commissioner Vollbach wished everyone a Happy Thanksgiving.

Commissioner Klooster stated he has heard that business has been increasing in the downtown area.

ITEM #19 Speaker Requests

No speaker request slips were received.

Mayor Postma adjourned the meeting at 8:46 p.m.

Respectfully,

Mark Postma
Mayor

Lori M. Campbell, CMC
City Clerk