

**MINUTES OF THE EAST JORDAN CITY COMMISSION REGULAR MEETING  
HELD TUESDAY, NOVEMBER 6, 2007 AT 7:30 P.M. IN CITY HALL**

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

Absent: Commissioner Timmons

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 October 16, 2007, as submitted.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Paid Bill List dated October 31, 2007, totaling \$263,462.95.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Zoning Activity Report for October 2007.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

**REGULAR AGENDA**

ITEM #7 Schedule Organizational Meeting, November 12, 2007

Motion offered by Klooster, second by Vollbach, to schedule the City Commission Organizational meeting for Monday, November 12, 2007 at 7:30 p.m.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #8 Authorize Vote for Directors of the Michigan Municipal Liability & Property Pool

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Motion offered by Bennett, second by McNitt, to authorize the City Administrator to vote for the Directors on the Michigan Municipal Liability & Property Pool Board.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #9 Girl Scout Troop 375, Civic Center use Request

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

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #10 Sign Permit Fee Waiver

Mayor Postma presented the Commission with a sign permit for the new Fire/EMS building, he stated the City normally does not charge themselves a fee for permits.

Commissioner McNitt verified that all the requirements were met.

Postma stated all requirements have been met.

Commissioner Bennett questioned if the fee were to be paid, where the money would come from.

Postma stated that he believed it would be a combination of Fire and EMS monies.

Motion offered by Symonds, second by McNitt, to waive the sign permit fee for the new Fire/EMS building.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM #11 DDA Update

Postma updated the Commission on the hotel project. He stated the DDA has been requested by the Hotel Committee to write a letter of support for the hotel project. He noted the DDA will be following through with the infrastructure improvements in the parking lot as they are the reason for the grant and the bond.

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Postma also informed the Commission that there will be two vacancies on the DDA Board as Shelly Stallard has decided not to renew her term that expires on December 31, 2007. He stated he would keep the Commission up to date on the vacancies.

Postma informed the Commission that the DDA will be sending out a letter to all downtown businesses to request they ask their employees not to park in front of other businesses or the first block of Main Street if possible. He stated that if this was not effective, the DDA would request a 2-hour parking limit on the first block of Main Street and the Main Street Center parking lot.

Commissioner Bennett questioned the requirements to be a member of the DDA.

Postma stated you must be a business owner or do business inside the DDA district. He noted the DDA board must include a minimum of one resident.

### ITEM #12 Administrator's Report

#### **ADMINISTRATOR'S REPORT NOVEMBER 6, 2007**

1. As you are aware the City has received a grant from MSHDA to do the parking lot and infrastructure improvements for the proposed hotel. The Northern Lakes Economic Alliance agreed to prepare all the notices, the grant application and follow up for \$8,000.00 and administer the grant for \$4,000.00. The \$4,000.00 for grant administration will be paid for as part of the state grant. The \$8,000.00 is project costs which will be paid when the bond is sold for the local match. Until the local match bond is sold, I am asking for authorization from the Commission to borrow \$8,000.00 from the Rehab fund to be paid back when the project is finalized. Should the Commission agree, a motion would be needed authorizing the borrowing from the Rehab Fund to be paid when local match money is received.
2. The process to have dredging of the Harbor ready for the spring continues. Mr. Cannon is in contact with the State, our engineers and a growing list of potential dredging contractors. There will be additional costs for the engineer to prepare the required bid documents. When a final cost for this work is put together, I will be bringing it to the commission for review and approval. As this project progresses I will keep the commission up to date.

Parks Director Cannon updated the Commission on the harbor dredge project and the bid process. He stated a motion from Commission is required to approve

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the proposal from Gourdie Fraser for the bidding and engineering services, as it exceeds \$10,000.

Cannon noted that the bid process will not be conducted until January and the State requires a licensed engineer to oversee the project.

Motion offered by Vollbach, second Klooster, to authorize City Administrator White to sign the engineering agreement from Gourdie Fraser and to authorize a loan from the Rehab Fund in the amount of \$12,350.00.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Commissioner Bennett stated he would like to keep this project moving forward as the work is necessary.

Motion offered by Symonds, second by McNitt, to authorize a loan from the Rehab Fund in the amount of \$8,000 for Northern Lakes Economic Alliance grant administration services, this amount is to be repaid from the bond money.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

ITEM # 13 Mayor's Report

Mayor Postma thanked Commissioner McNitt for his service on the City Commission and wished Commissioners Bennett and Vollbach the best of luck on the election.

Postma also updated the Commission on a seminar that he and Administrator White attended involving Entrepreneurial Communities.

ITEM #14 Attorney's Report

Attorney Beatty requested closed session to discuss pending DPW Union negotiations.

Beatty also thanked Commissioner McNitt for his service on the Commission. Beatty felt McNitt was an asset to the Commission and the City.

ITEM #15 Commissioners

Commissioner Symonds thanked Commissioner McNitt for serving on the Commission.

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Commissioner McNitt thanked the Commission and wished Bennett and Vollbach good luck.

Commissioner Bennett thanked McNitt and also read a letter from Commissioner Timmons in her absence regarding her term on the Commission.

Commissioners Klooster and Vollbach thanked McNitt for his service on the Commission.

ITEM #16 Speaker Requests

Speaker #1-Irene Gettel

Irene Gettel read a letter to the Commission regarding her request submitted to the City Administrator regarding the adjacent building causing damage to her building. (copy attached and made a part of these original minutes)

Ms. Gettel stated she has not been contacted by the City regarding her request and the adjacent property owner has not done any improvements to his building.

Ms. Gettel also voiced her opinion regarding the parking in the Main Street Center Parking lot and on Main Street.

Mayor Postma questioned why the Lumberjack employees could not park in the Huntington Bank parking lot.

Ms. Gettel stated she was asked by Huntington Bank not to park in their parking lot as it was private property.

Postma stated he would check with Huntington Bank regarding this situation.

Commissioner Symonds felt the property owner of 103 Main Street should be sited to fix his building.

Attorney Beatty stated he would need to speak to Administrator White on this issue.

Postma informed Ms. Gettel that he will request an update from Administrator White and inform the Commission with the status.

Speaker #2 Richard Vincent

Mr. Vincent addressed the Commission regarding his recent nuisance ordinance violation. He felt the City should be addressing other violations such as junk, old cars and dilapidated buildings and not just grass violations.

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Motion offered by McNitt, second by Symonds, to enter into closed session to discuss pending DPW Union Negotiations.

MOTION CARRIED ALL AYES  
BY ROLL CALL VOTE

Commission entered into closed executive session at 8:35 p.m.

Commission reconvened open session at 8:39 p.m.

Mayor Postma reported that the DPW union negotiations were discussed with no action taken.

Mayor Postma adjourned the meeting at 8:40 p.m.

Respectfully,

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Mark Postma  
Mayor

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Cheltzi M. Wilson  
Deputy Clerk