



**Minutes of the
City Commission for the City of Traverse City**

Regular Meeting

January 16, 2018

A regular meeting of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 7 p.m.

The following Commissioners were in attendance: Mayor Jim Carruthers, Mayor Pro Tem Brian Haas, Richard I. Lewis, Brian McGillivary, Amy Shamroe, and Tim Werner.

The following Commissioner was absent: Michele Howard.

The Pledge of Allegiance was recited.

Mayor Carruthers presided at the meeting.

As requested by Rick Buckhalter, 932 Kelley Street, Agenda Item 2(d) be removed from the Consent Calendar for individual consideration by the Commission.

2. Consent Calendar

Moved by Shamroe, seconded by Haas, that the following actions as recommended on the amended Consent Calendar portion of the Agenda be approved:

- a. the minutes from the January 2, 2018 Regular Meeting, and the January 8, 2018 Study Session be approved.
- b. an amendment to the Traverse City Code of Ordinances, Chapter 1352, Planned Redevelopment (PR) Districts, which repeals the entire chapter, and renames its, be introduced and scheduled for possible enactment on Monday, February 5, 2018.

- c. the General Schedule #11 - Local Law Enforcement Agencies, approved by the Michigan State Administrative Board on June 13, 2017, which establishes the minimum retention period for law enforcement records under the care of the City, be adopted and incorporated into the Records Management and Approved Retention and Disposal Schedule (originally adopted October 5, 1998, and amended on March 1, 2010, June 6, 2011, January 21, 2014, and March 7, 2016).
- d. Removed from the Consent Calendar.
- e. the City Manager authorize two confirming service orders in the total amount of \$11,497.50, more or less, to ABI Mechanical Contractors and Graham Electric Motor Service for emergency repairs to the Wastewater Treatment Plant Membrane System, with funds available in CH2M's Operations Repair Budget.
- f. the City Manager be authorized to issue a confirming service order in the amount of \$18,250.00 to Sheren Plumbing for the emergency replacement of the boiler at the Hardy Parking Deck, with funds available in the Hardy Parking Fund.
- g. the Audited Financial Statements for the City of Traverse City for Fiscal Year 2016/2017, be accepted.
- h. that a Glock – Model 22, .40 Caliber hand gun be declared surplus so it may be presented to retired Sergeant Kevin Gay, as outlined in the January 5, 2018, communication from the Chief of Police.
- i. the obsolete Wastewater Treatment Plant equipment outlined in the January 9, 2018, communication from the Director of Municipal Utilities be declared surplus and authorized for disposal.
- j. that Traffic Control Orders 622 and 623, as outlined in the attached memo from Assistant City Manager Penny Hill, dated January 8, 2018, be adopted to be made permanent.

CARRIED unanimously. (Howard absent)

Items removed from the Consent Calendar

a.

Consideration of authorizing a confirming purchase order for unleaded gasoline for city operational use.

The following addressed the Commission:

Penny Hill, Assistant City Manager
Rick Buckhalter, 932 Kelley Street

Moved by Shamroe, seconded by Haas, that the City Manager be authorized to issue a confirming purchase order in the amount of \$18,646.18 to Scotland Oil for 10,006 gallons of unleaded gasoline priced at \$1.8635 per gallon with funds available in the Garage Fund.

CARRIED unanimously. (Howard absent)

3. Old Business**3(a).**

Public Hearing on a request from Roger Send to vacate the North/South Alley between 1027 and 1029 East Front Street; and consideration of adopting a resolution approve the vacation.

The following addressed the Commission:

Penny Hill, Assistant City Manager
Jason Send, Cornerstone Affordable Homes

Mayor Jim Carruthers opened the public hearing; and there being no one present desiring to speak, Mayor Jim Carruthers closed the public hearing.

Moved by McGillivary, seconded by Shamroe, that the Resolution Deeming it Advisable to Vacate the North/South Alley between 1027 and 1029 East Front

Street, be adopted.

Russell Soyring, City Planning Director

CARRIED unanimously. (Howard absent)

4. New Business

4(a).

Presentation by Harry Burkholder, Executive Director of LIAA regarding the Boardman River Water Trail.

The following addressed the Commission:

Harry Burkholder, LIAA Executive Director

Moved by Haas, seconded by Shamroe, that the Resolution of Support for the Establishment of the Boardman River Water Trail, be adopted.

Rick Buckhalter, 932 Kelley Street

CARRIED unanimously. (Howard absent)

4(b).

Consideration of approving a contract for professional consulting services for the Arts Commission, as recommended by the Arts Commission.

The following addressed the Commission:

Penny Hill, Assistant City Manager

Benjamin Marentette, City Clerk

Christie Minervini, 118 East Seventeenth Street

Moved by Werner, seconded by Shamroe, that the Mayor and City Clerk execute a one-year consultant agreement with Nate Elkins / Influence Design Forum in the amount of \$20,000 for professional executive management consulting

services for the Arts Commission, with funds available in the Public Art Trust Fund, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

Rick Buckhalter, 932 Kelley Street
Debbie Hershey, 305 East Eighth Street, DDA Board Liaison to the Arts Commission

CARRIED unanimously. (Howard absent)

5. Appointments

None.

6. Reports and Communications

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
 1. Reports from members of the Commission serving on boards.
 2. Minutes of the Act 345 Retirement System meeting of August 29, 2017.
 3. Minutes of the Planning Commission meeting of November 7, 2017, and November 21, 2017.
- e. Reports and correspondence from non-City officials.

None.

7. Public Comment

The following addressed the Commission:

- 1. Reserved.

None

- 2. General.

Rick Buckhalter, 932 Kelley Street
 Dave Durbin, 203 East Eleventh Street
 Amanda Neibauer, Adopt-A-Commissioner Student
 Logan Pitser, Adopt-A-Commissioner Student

- 3. Mayor and City Commissioners.

Commissioner Brian McGillivary
 Mayor Jim Carruthers

8. Adjournment

There being no objection, Mayor Jim Carruthers declared the meeting adjourned at 8:17 pm.

Benjamin Marentette, MMC
 City Clerk

Approved: _____, _____
 (Date) (Initials)