

June 20, 2016

Mayor Pfeifer called the fourteenth meeting of the eighty-third Harbor Springs City Council to order at 7:00 p.m., in the City Council Chambers at 160 Zoll Street, Harbor Springs, Michigan.

1. Roll Call and Verification of Quorum

City Council:

Present: Pringle Pfeifer, Matt Bugera, John L. Cupps and Alan J. Dika

Absent: Jeffrey V. James

City Clerk McRae stated that a quorum was present.

Also Present: City Manager Thomas C. Richards, City Attorney James T. Ramer, Police Chief Daniel J. Branson and City Clerk Ronald B. McRae

2. City Clerk / Comptroller / Treasurer

A. Approval of Minutes

The follow corrections were noted:

- a. Page 4, Item 5B, paragraph four, first sentence reads, "...Gardner Street to converted to..." It should read, "...Gardner Street to be converted to..."
- b. Page 5, Item 6A, first paragraph, second sentence reads, "...meeting with Mr. Tim or having..." It should read, "...meeting with Mr. Timm or having..."
- c. Page 5, Item 5E should be Item 5D.

#8364 – Motion by Cupps, second by Dika, to approve the minutes of the June 6, 2016 regular City Council Meeting as amended.

Ayes – 4

Nays – 0

Motion carried.

B. Approval of Bills

I have examined the bills appearing on the vouchers listed below and recommend they be allowed and payment made from the following funds:

<u>Voucher Number</u>	<u>To or For</u>	<u>Description</u>	<u>Fund</u>	<u>Amount</u>
8373	WIRE	MPPA 6/8/16	Electric	\$ 22,546.90
8374	WIRE	SALES TAX 5/31/16	General Electric	\$ 4,449.91 11,202.12
8375	WIRE	MPPA 6/15/16	Electric	\$ 37,846.85

<u>Voucher Number</u>	<u>To or For</u>	<u>Description</u>	<u>Fund</u>	<u>Amount</u>
8376	PAYROLL	P.P.E 6/12/16	General	\$ 39,192.66
			Major St.	343.84
			Historical	560.88
			Electric	10,714.86
			Water & Sewer	7,375.04
			Waterfront	6,032.15
			Equipment	1,774.62
8377	A/P	COUNCIL 6/20/16	General	\$ 27,883.53
			Local St.	82.99
			Historical	64.44
			Electric	88,487.69
			Water & Sewer	23,106.44
			Waterfront	21,111.43
			Equipment	5,586.96

THEREFORE, BE IT RESOLVED that claims on vouchers 8373, 8374, 8375, 8376 and 8377 as checked by the Finance Committee, in the amount of \$308,363.31 be allowed for payment, and the Mayor and the City Manager are hereby authorized to execute warrants to be drawn on the following funds:

General	\$ 71,526.10
Major St.	343.84
Local St.	82.99
Historical	625.32
Electric	170,798.42
Water & Sewer	30,481.48
Waterfront	27,143.58
Equipment	7,361.58
Totals	\$ 308,363.31

#8365 - Motion by Cupps, second by Dika, to approve the bills in the amount of \$308,363.31.

Ayes – 4  
 Nays – 0

3. Citizen Comments

None

4. City Manager's Section

A. Fourth of July Proposed Food Sale Fundraisers

City Manager Richards reviewed the fundraising requests that were previously approved. They are:

- Boy Scout Troop No. 55 to sell bottled water and flavored frozen juices in a plastic tube;
- The Harbor Springs United Methodist Church to sell barbeque chicken, hamburgers and hotdogs in their parking lot;

- The Harbor Springs Outdoor Club, Inc. to sell hamburgers, hotdogs and in Lower Zorn Park by the cannon;
- The Harbor Springs High School Band to sell pizza at the Blackbird Museum / Chamber Building; and,
- Hannah and Sydney Lewis, to sell popcorn at the Marina Waterfront Park with their profits being donated to the Manna Food Bank.

City Manager Richards stated that he has received new requests from two additional groups. They are:

- The Harbor Springs Class of 2018 requesting to sell water and popsicles along the parade route with the profits to be used for their prom; and
- The Harbor Springs Baseball to sell hotdogs at Ford Park to help fund projects and expenses

Both groups were represented at the meeting.

Heidi Kresnak, representing the Baseball Commission discussed their plan to sell the hotdogs between the parade and the fireworks.

City Council discussed these two requests. Their consensus was to authorize City Manager Richards to approve the last two requests for fundraising events by the Class of 2018 and the Harbor Springs Baseball.

#### B. Proposed Downtown Parking Revisions

City Manager Richards reviewed a request from the Lyric Theater at the June 6, 2016 City Council Meeting to convert existing East Main Street parking spaces in front of the Theater into an area reserved for deliveries and for pick-up / drop-off. City Manager Richards stated that the Michigan Vehicle Code prohibits parking in front of a theater. Further, City Manager Richards stated that the easiest way to handle the approval was to have Police Chief Branson draft two Traffic Control Orders ("TCO"). The first would be to create the loading and unloading zone in the first three (3) parking spaces from Gardner Street west to approximately the middle of the Lyric Theater on the north side East Main Street. The second Traffic Control Order would remove the equivalent of one (1) parking space from the west end of the loading and unloading zone on the north side of East Main Street east of Spring Street.

City Manager Richards stated that the Traffic Control Orders become permanent if approved by City Council. Council members discussed this issue briefly. After the discussion, the following motion was offered:

#8366 – Motion by Cupps, second by Dika, to approve Traffic Control Order Number 2016-01, which establishes the loading / unloading zone on the north side of East Main Street from Gardner Street west for approximately sixty (60) feet; and, to approve Traffic Control Order 2016-02, which modifies the loading / unloading zone on the north side of East Main Street west of Spring Street by converting the westernmost twenty (20) feet back into a parking space.

Ayes – 4  
Nays – 0

Motion carried.

C. Lyric Theater Request for Tree Removal

City Manager Richards stated that Scott Langton, Executive Director of the Lyric Theater, proposed to remove the existing street tree in front of the west entrance / exit of the Lyric Theater. Langton offered to have the tree relocated, if City Council wishes. City Manager Richards stated that Langton had expressed his opinion that there may be safety concerns with the tree being located where it is. Further, City Manager Richards stated that this issue has not yet been reviewed with the Tree Board.

Langton reviewed his concerns with leaving the tree in its current location. After the discussion, Councilperson Dika stated that he would prefer to ask the Tree Board for its opinion regarding the possible removal or relocation of the tree. The rest of the City Council members concurred with Councilperson Dika's preference.

Mayor Pfeifer directed the City Manager, based on the consensus of the City Council members present, to ask the Tree Board to consider the question of removing or relocating the tree.

No further action was taken on this issue.

D. Boat Wash Demonstration at Ford Park

City Manager Richards stated that Jason Smith, a Great Lakes Fisheries Research Specialist with the Little Traverse Bay Bands of Odawa Indians ("LTBB"), would like to provide free boat and trailer washes in Ford Park on Saturday, June 25<sup>th</sup>. The LTBB Natural Resources Department is working with Jo Latimore of Michigan State University ("MSU").

Smith, in his letter, stated that the purpose of this Project is to teach people the importance of avoiding the spread of invasive species as boats are trailered from one body of water to the next. Smith suggested using the last parking space in the Ford Park parking area north of the launch ramps.

City Council members reviewed the request. After their discussion, it was their consensus to authorize the City Manager to approve this request.

No further action was taken.

E. Harbor Way Multi-Use Trail

City Manager Richards stated that the engineering for the Harbor Way Trail has identified some opportunities to revise the design in a way that could provide other benefits, including:

- Helping to improving safety and reduce speeds for traffic entering and leaving Harbor Springs via the M-119 east hill;
- Make the bike / walking route more attractive, more direct and easier to follow than the previous route which diverted all users through Kosequat Park to go to the downtown and waterfront area;
- Reroute the path to the south side of M-119 at Park Dr., reducing the complications of cross streets, driveways, adjacent homes and businesses; and,
- Provide an economical option of simultaneously improving Tourist Park to make it more attractive, inviting and useful.

After City Manager Richard's presentation, Bob Denten, 822 Arbor Street, asked questions concerning M-119 traffic and the proposed engineering designs. City Manager Richards responded to the concerns and questions.

Smolinski discussed some federal and state grant funding opportunities. She reminded everyone that a Recreation Plan will be required for eligibility for any DNR Funds.

City Council discussed the revised engineering proposal. Councilperson Cupps stated that he liked the alternative being provided. No further action was taken on this issue.

## 5. City Manager's Report

### A. Food Truck Relocation

City Manager Richards stated that Jack Blanchard, owner of the Sip and Ski Lodge at 233 East Bay Street, asked the City to relocate the Food Trucks from the four spaces on the south side of East Bay Street directly south and across the street from his property. Blanchard proposed using the parking spaces on the other side of the sidewalk on the north side of the Harbormaster Parking Lot.

City Manager Richards shared a complaint he received from a rental tenant stating that they believed that there was a safety risk for pedestrians crossing Bay Street and possibly walking into the path of a passing vehicle. He also stated that he was aware of one complaint about smoke from the Wood-Fired-Up Pizza truck.

City Manager Richards stated that three (3) food vendors have paid for the location on East Bay Street. Also, another application was just received.

There was no action taken on this issue.

### B. Storm Water Rain-Barrel Proposal

City Manager Richards stated that another 5<sup>th</sup> grade class environment team has proposed installing a demonstration rain-barrel on the north side of the Harbormaster Building. City Manager Richards stated that he had raised concerns that need to be addressed before the installation of a proposed rain-barrel. The concerns are:

- Ensure that the rain-barrel does get used as a trash barrel;
- Any additions needed to the Harbormaster Building should be done attractively and professionally;
- Ensure that the rain water captured is used for some appropriate purpose, and further, that it does not become a burden to the City staff to empty and dispose of the rain water that is collected; and,
- Ensure that the addition would be reasonably attractive and the project would serve as an educational and demonstration learning tool.

City Council members concurred with the City Manager's concerns. No further action was taken on this issue.

### C. Letters Thanking the Student Environmental Teams

City Manager Richards reviewed thank-you letters he wrote thanking the 5<sup>th</sup> grade teams for their work and presentation.

D. Sale of Surplus Vehicles

City Manager Richards stated the he provided a list of surplus vehicles and equipment that he proposed to be sold. He proposed that the equipment would be offered for sale by sealed bids. The equipment and vehicles proposed for sale include:

- The 1996 digger derrick truck used for setting and removing electric poles;
- The 2005 Police Car (Chevrolet Impala);
- The 2001 Dodge, 2500 pick-up truck;
- The 1997 GMC Flatbed, dump truck;
- The 2003 Kubota zero-turn lawn mower; and,
- The 1971 Ingersoll Rand Air Compressor.

City Manager Richards stated that the advertising and bid opening date will be set to allow City Council to approve the sales at their July 18, 2016 City Council Meeting.

E. Spring Street Parking

City Manager Richards stated that individuals and members of the Downtown Development Authority (DDA) / Principal Shopping District (PSD) have questioned the City's intentions with the Spring Street parcel that was purchased in 2010 with the idea of creating a future parking lot. They asked if the lot could be used for parking of vehicles for downtown workers, even though the lot has not been developed or paved.

City Council Members and City Manager Richards discussed the use of the undeveloped lot for parking. It was the consensus of City Council that drivers could be allowed to park vehicles on the property.

F. Upcoming Board and Commission Meetings

City Manager Richards stated that the following Boards and Commissions are scheduled to meet:

- The DDA / PSD Board is scheduled to meet at 8:00 a.m. on Thursday, July 7, 2016 in the City Council Chambers in City Hall, 160 Zoll Street, Harbor Springs, MI 49740.
- The Harbor Commission (HC) is scheduled to meet at 4:00 p.m. on Wednesday, July 13, 2016 in the City Council Chambers of City Hall, 160 Zoll Street, Harbor Springs, MI 49740.
- The Zoning Board of Appeals is scheduled to meet at 5:30 p.m. on Wednesday, July 13, 2016 in the City Council Chambers of City Hall, 160 Zoll Street, Harbor Springs, MI 49740.
- The Planning Commission is scheduled to meet at 6:00 p.m. on Thursday July 21, 2016 in the City Council Chambers of City Hall, 160 Zoll Street, Harbor Springs, MI 49740.

G. Discussion of the Bank Project and Related Noise

The First Community Bank contractors, Spence Brothers, discussed their project with City Manager Richards. They are still using part of the sidewalk for their project. City Manager Richards stated that he instructed the contractor to leave room for the pedestrians and not block the entire right-of-way on East Main Street and on Spring Street.

City Attorney Ramer stated that the Project noise level was creating noise in the office of Ramer, Moore, Schmoll and Martin. LLC. City Manager Richards stated that the noise levels would be monitored for any violation of the current regulations.

6. Appointments for Boards and Commissions

Mayor Pfeifer stated that she had no appointments this evening.

7. City Council New and Old Business

A. Consideration to Cancel the July 5<sup>th</sup> City Council Meeting

City Manager Richards recommended that the July 5<sup>th</sup> meeting be rescheduled or cancelled.

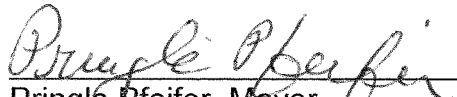
City Council Members discussed the issue with City Manager Richards. It was their consensus to cancel the July 5, 2016 meeting.

8. Adjournment

With no further business, Mayor Pfeifer adjourned the meeting at 8:15 p.m.

  
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Ronald B. McRae, City Clerk

Approved: July 18, 2016

  
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Pringle Pfeifer, Mayor