

**CITY OF ROOSEVELT PARK
CITY COUNCIL
MEETING MINUTES
May 18, 2009**

Mayor Lenartowicz called the meeting to order at 7:15 p.m.

2009-096 **ROLL CALL**

Present: Mayor Jeff Lenartowicz, Mayor Pro Tem Rod Buikema, Council Members Al Lowe, David Martin, Laura Fitzpatrick, Eric Grimm, and Judy VanWesten

Absent: None

Staff Present: City Manager Dave Boehm, Police Chief Bill Regan, Building and Zoning Administrator Tim Villanueva and Treasurer/Clerk Tammera Harmsen

2009-097 **INVOCATION**

Council Member Lowe provided the invocation.

2009-098 **CONSENT AGENDA**

Council Member Lowe moved to approve the Consent Agenda. The motion was supported by Mayor Pro Tem Buikema and carried unanimously.

2009-099 **SECOND READING: ZONING TEXT AMENDMENT – PUBLIC FACILITIES DISTRICT**

Statute now requires every municipality with zoning to review its Master Plan every 5 years. The City’s Planning Commission did such a review in 2008. One of the major areas of interest was the former “Mobil Tank Farm” on Glenside, which then lead to discussion of the City-owned property north of Garrison. This parcel is zoned I-W Industry and it was felt that this might not be the best situation, with industrial zoning immediately adjacent to this newer single family residential area. Early in 2009 after the DDA had committed to funding an addition to the DPW building at the west end of Garrison, the Planning Commission also discussed how to best handle the zoning restrictions for that parcel. Their ultimate recommendation was to draft a Public Facilities Zoning District that would apply only to public property and public uses. A hearing was held on April 27, 2009 and the Planning Commission at that meeting did unanimously recommend to City Council that the PF – Public Facilities Zoning District be adopted. A Zoning Map amendment is forthcoming.

Mayor Pro Tem Buikema moved to approve the proposed Zoning Ordinance text amendment, creating a Public Facilities District. The motion was supported by Council Member Lowe and carried.

7 Ayes, 0 Nays, 0 Absent

2009-100 **AUTHORIZATION: INTERIM AGREEMENT – CITY OF MUSKEGON**

As required by Section 5.8 of the City Charter, “In the event of a vacancy in any appointive office, the Council, shall except as otherwise provided in this Charter, make every effort to fill said vacancy as soon as reasonably possible.” City Council has advertised and is attempting to hire a DPW Superintendent. In the interim however, the City has need of appropriately licensed individuals to represent the City with the MDEQ or others, concerning our water or sewer systems. Also the City has need of emergency response assistance for any problems that might arise relative to these systems. The City of Muskegon has offered to provide such services on an interim basis. It is recommended that Council authorize the City Manager to sign the attached proposal from the City of Muskegon as generally described above.

Council Member Van Westen moved to authorized the City Manager to sign the letter proposal from the City of Muskegon re: assistance with the City’s water and sewer systems. The motion was supported by Council Member Fitzpatrick and carried unanimously.

2009-101

AMENDED MASTER FEE SCHEDULE

Two amendments to the Master Fee Schedule were proposed as follows:

The Construction Board of Appeals meets on an as-needed basis which is typically once or twice a year. There are notifications and other administrative costs associated with scheduling such meeting. To date the City has not charged a fee for this service. It is recommended that a fee identical to that charged for a meeting of the Zoning Board of Appeals be adopted.

The mandated and substantial capital improvements being undertaken by the Muskegon County Wastewater System have impacted the treatment costs charged to local units. City staff has been evaluating the extent of this impact for several months and is recommending a minimal increase in rates at this time with the understanding that this issue will continue to be monitored and further increases are likely.

Council Member Grimm moved to approve the resolution amending the Master Fee Schedule. The motion was supported by Council Member Martin and carried unanimously.

2009-102

RESOLUTION: INFRASTRUCURE CAPACITY ENHANCEMENT PROGRAM

City Manager Boehm explained the resolution regarding the grant application resubmitting for Post Road.

Council Member Fitzpartick moved to approve the resolution supporting Infrastructure Capacity Enhancement Program funding for Post Road. The motion was seconded by Council Member Lowe and carried unanimously.

2009-103 **COUNCIL COMMENTS**

Mayor Lenartowicz inquired about the home on Summit and Maple Grove. He stated a citation needs to be written to get the homeowner to clean up the property.

Mayor Lenartowicz inquired about the RP Day race. City Manager Boehm stated The Station has already been contacted the Volunteer Muskegon to handle the run this year.

Mayor Lenartowicz stated he would like to talk more about vacant DPW Supervisory position.

Council Member Fitzpatrick stated the DelMar Field concession stand is doing very well and thanked the City for giving Campbell Schools PTO the opportunity.

2009-104 **DEPARTMENT HEAD REPORTS**

Building and Zoning Administrator Villanueva stated he has been issuing notices for long grass.

Chief Regan stated he found funds for bullet-proof vests, not claimed by the City from back in 2006. He stated the information has been submitted for collection.

2009-105 **CLOSED SESSION – CITY ATTORNEY**

Council Member Lowe moved to go into closed session at 8:00 p.m. to discuss Trial/Settlement Strategy and Pending Litigation. The motion was supported by Council Member Van Westen and carried.

Roll call vote: 7 ayes, 0 nays, 0 absent.

Council Member Fitzpatrick moved to return to regular session at 8:12 p.m. The motion was supported by Council Member Martin and carried.

Roll Call Vote: 7 ayes, 0 nays, 0 absent

2009-106 **ADJOURNMENT**

Council Member Lowe moved to adjourn the meeting at 8:15 p.m. The motion was supported by Mayor Lenartowicz and carried unanimously.

Treasurer/Clerk Tammera Harmsen