

**CITY OF ROOSEVELT PARK
CITY COUNCIL
MEETING MINUTES
December 7, 2009**

Treasurer/Clerk Harmsen called the meeting to order at 7:15 p.m.

2009-207 **ROLL CALL**

Present: Jeff Lenartowicz, Rod Buikema, Al Lowe, David Martin, Laura Fitzpatrick, Eric Grimm, and Thomas Hasper

Absent: None

Staff Present: Police Chief Bill Regan, Assistant to the City Manager Anthony Chandler, Building and Zoning Administrator Tim Villanueva and Treasurer/Clerk Tammera Harmsen

2009-208 **INVOCATION**

Council Member Hasper provided the invocation.

2009-209 **NOMINATION AND ELECTION OF MAYOR AND OATH OF OFFICE**

Council Member Hasper nominated Rod Buikema for the office of Mayor for the City of Roosevelt Park.

Council Member Martin nominated Jeff Lenartowicz for the office of Mayor for the City of Roosevelt Park.

There being no further nominations for the office of Mayor the nominations were closed.

A roll vote was taking of Rod Buikema for Mayor of the City of Roosevelt Park for a term expiring November, 2010. 1 Ayes (Hasper), 6 Nays, 0 Absent

A roll vote was taking of Jeff Lenartowicz for Mayor of the City of Roosevelt Park for a term expiring November, 2010. 6 Ayes, 1 Nay (Hasper), 0 Absent.

Treasurer/Clerk Harmsen administered the oath of office to Jeff Lenartowicz for Mayor with the term expiring November 2010.

2008-210 **NOMINATION AND ELECTION OF MAYOR PRO TEM AND OATH OF OFFICE**

Council Member Fitzpatrick nominated Rob Buikema for the office of Mayor Pro Tem.

There being no further nominations for the office of Mayor Pro Tem the nominations were closed.

A roll vote was taking of Rod Buikema for Mayor of the City of Roosevelt Park for a term expiring November, 2010. 7 Ayes, 0 Nays, 0 Absent

Treasurer/Clerk Harmsen administered the oath of office to Rod Buikema for Mayor Pro Tem with the term expiring November 2010.

2009-211 **CONSENT AGENDA**

Mayor Pro Tem Buikema moved to approve the Consent Agenda with the addition of item 9d. The motion was supported by Council Member Martin and carried unanimously.

2009-212 **ANNUAL RESOLUTION – MEETING DATES AND TIMES FOR 2010**

City Charter states that regular meetings shall be set by the Council at its yearly organizational meeting. If any date shall fall on a legal holiday, then such regular meeting shall be held on the next following secular day which is not a legal holiday or on such other day as may be set by the Council.

The following is a list of the dates that are recognized as federal holidays:

- January 18 is Martin Luther King Jr. Day. The City Hall is open on this day; however, the Charter requires the Council meeting be held on Tuesday, January 19.
- February 15 is President's Day. Once again City Hall is open on this day. The alternate meeting date is Tuesday, February 16.
- September 6 is Labor Day and City Hall is closed on this day. The alternate meeting date is Tuesday, September 7.

The schedule represents City Council meetings on the first and third Monday of each month at 7:15 p.m.(unless noted as a recognized holiday); the Planning Commission meetings on the fourth Monday of each month at 7:00 p.m.; the Zoning Board of Appeals meetings on the second Wednesday of each month at 7:00 p.m.; the DDA meetings are the second Monday of each month at 12:00 noon.

Mayor Pro Tem Buikema moved to approve the meeting dates and times for 2010 as presented. The motion was supported by Council Member Lowe and carried unanimously.

2009-213 **ANNUAL RESOLUTION – POVERTY GUIDELINES**

Muskegon County requests submittal of Poverty Guidelines for each municipality. PA 206 states that the governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used by local assessing unit for the granting of exemptions.

Council Member Fitzpatrick moved to approve the Poverty Guidelines Resolution. The motion was supported by Mayor Pro Tem Buikema and carried unanimously.

2008-214 ANNUAL APPOINTMENT – CITY OFFICERS

As required by Section 5.2 of the City Charter, the Council shall appoint City Officers at their first regular meeting in December. The present City Officers up for appointment are:

City Manager – W. David Boehm
City Clerk – Tammera Harmsen
City Treasurer – Tammera Harmsen
Chief of Police – William Regan
Public Works Superintendent – Vacant
Fire Chief – City of Norton Shores (by Contract)
City Attorney – Steve Stapleton (Law, Weathers P.C.)

The appointment of City Officers is at the discretion of the City Council. Appointments may be made individually or as a group.

Council Member Lowe moved to approve the reappointment of the City Officers as presented. The motion was supported by Mayor Pro Tem Buikema and carried. 6 Ayes, 1 Nay (Hasper), 0 Absent.

2008-215 APPROVE GRANT AGREEMENT – POST ROAD IMPROVEMENT PROJECT

The Michigan Community Development Block Grant Program for Infrastructure Capacity Enhancement Projects, required each project applicant hold a public hearing on their grant application and adopt an Authorizing Resolution. The Roosevelt Park City Council did hold a public hearing on the Post Road Improvement project on September 8, 2009 and unanimously approved an Authorizing Resolution. The Michigan Strategic Fund has finalized the agreements for this current round of ICE grants and provided the City with a final Grant Offer. This final Grant Offer must be accepted by the City and signed by the Mayor.

Mayor Pro Tem Buikema moved to accept the Grant Offer for Michigan CDBG Grant 209045-ICE and authorize the Mayor to sign. The motion was supported by Council Member Martin and carried unanimously.

2009-216 COUNCIL COMMENTS

Mayor Lenartowicz thanked Council for his reappointment. He also thanked Police Chief Regan for the statistics provided to the Council.

Mayor Pro Tem Buikema thanked Chief Regan and Office Sanchez for opening the Community Center for the Old News Boys.

Council Member Hasper requested the City Clerk to update the City website. He would like the Council Minutes from July to present added the site. Mayor Pro Tem Buikema stated he would like to see the website upgraded.

2009-217 **DEPARTMENT HEAD REPORTS**

City Manager Boehm stated that the cost of sewage treatment at the MCWS will be an on-going discussion item for Council. He also thanked Council for the reappointment.

City Attorney Stapleton stated Wal-Mart accepted the proposed compromise to their tax appeal. The information has been sent to the Michigan Tax Tribunal.

Lakecrest Apartments has appealed the MTT decision re: the 2006-2007 tax years. They have or will be filing an appeal for 2008-2009, but the Michigan Tax Tribunal is holding the matter in abeyance pending a decision of the Court of Appeals.

City Attorney Stapleton stated Judge Hicks has vacated the decision by the arbitrator in the grievances filed by the POLC. The POLC has until December 15th to file an appeal.

City Attorney Stapleton stated a copy of his report regarding Council Member Hasper was provided to Council. He stated this information is privileged and confidential information between Council and Attorney only. If there were any questions the Council to contact City Attorney Stapleton.

Building and Zoning Administrator Villanueva stated he attended the National Code Conference the first two weeks of November.

Also, he stated projects currently in progress are Handsome Henrys and ShawBox Credit Union.

Chief Regan thanks Council for the reappointment. He also stated he has almost completed the new Rules and Regulation Book for the Police.

Treasurer/Clerk Harmsen thanked Council for the reappointment. Also, the Council was informed of the upcoming Board of Review meeting scheduled for December 15, 2009 at 3:30 p.m.

2009-218 **ADJOURNMENT**

Council Member Lowe moved to adjourn the meeting at 7:33 p.m. The motion was supported by Mayor Lenartowicz and carried unanimously.

Treasurer/Clerk Tammera Harmsen