

CALL TO ORDER:

Mayor Rundborg called the Regular City Council Meeting to order at 7:00 p.m. He led the Pledge of Allegiance.

ROLL CALL:

Council Members Present: Dave Hunsaker, Tony Stoker, Sheryl Strouse, Tim Kangas, Jim Lancaster, and Sue Erickson.

Council Members Excused: None

STAFF:

Police Chief Larry Jerue, Daniel Coss, Dan Matson, and Susan Williams

AUDIENCE:

Sherrin Hood-LSL Planning, Carmine Avantini-LSL Planning, Ron McComb

APPROVAL OF AGENDA:

Motion by Strouse, seconded by Erickson and carried by unanimous vote of the Council that **the agenda be approved as presented.**

SPECIAL AGENDA ITEMS:

Mayor Rundborg presented a Certificate of Recognition to Coach Dave Koenighsknecht and his 2011 DeWitt High School Division II Golf Champs.

APPROVAL OF MINUTES:

Motion by Erickson, seconded by Strouse and carried by unanimous vote of the Council **to approve the minutes from the August 9, 2011 Regular City Council Meeting as presented.**

PUBLIC COMMENTS:

None

PUBLIC HEARING:

Motion by Hunsaker, seconded by Kangas and carried by unanimous vote of the Council **to recess the regular meeting and go into public hearing on the Downtown Development Authority Boundary and Development Plan Amendment.**

Mayor Rundborg called the Public hearing for the Downtown Development Authority Boundary and Development Plan Amendment to order at 7:12 pm.

PUBLIC COMMENTS:

Mike Lee, Chair of the DDA spoke briefly about the purpose of the proposed boundary realignment. The DDA has been exploring the possibility of obtaining property for a downtown parking lot.

Motion by Erickson, seconded by Strouse and carried by unanimous vote of the Council **to close the public hearing at 7:18pm.**

Motion by Kangas, seconded by Hunsaker and carried by unanimous vote of the Council **to reconvene to the regular City Council Meeting at 7:18pm.**

CITY ADMINISTRATORS REPORT:

Daniel Coss, City Administrator, gave an update on the following:

MEDICAL MARIHUANA

The draft ordinance will be presented at the next Planning Commission meeting, which has been rescheduled for September 1, 2011 for their input.

FARMER BUILDING

The deed has been recorded and filed with the Clinton County Treasurer and we have received a copy. We are waiting for the title work to be completed, which may be done by the meeting of August 16th. The Phase I has been completed by SME, Inc and we are waiting for the report to be issued to the City. After conversations with SME, Inc. they will be proceeding with a Phase II and BEA.

OX ROAST

Ox Roast runs August 18-20 and the parade is Saturday the 20th at 10:00 am. Anyone wanting to participate in the parade should be at the staging area by 9:30 am. Rich Miller will drive the John Deer Gator in the parade. It was agreed upon to wear our light blue City of DeWitt Shirts as the official parade attire.

MOVIES in the PARK

The Chamber will be showing Tangled on August 23 and this will be the last movie of the summer.

SUMMER TAXES and UTILITY BILLS

Summer tax bills are out and are due September 30, 2011. Utility bills will be mailed out at the end of September and due October 20, 2011.

DATES TO REMEMBER:

AUGUST	
16	Council Meeting 7:00 pm
18-20	Memorial Association Ox Roast Festival
20	Parade @ 10 am Fire works @ 10 pm Frog Jump – Memorial Park – Registration @ Noon Frog Jump begins @ 1pm
22-26	Auditors
23	Movies In the Park – Dusk Feature: <i>Tangled</i>
25	Planning Commission Meeting 7:00 pm
SEPTEMBER	
5	Labor Day-City Hall Closed
6	Council Meeting 7:00 pm
6	First Day of School Begins
8	Trash pick-up moved to Thursday due to the Labor Day Holiday
20	Council Meeting 7:00 pm
22	Planning Commission 7:00 pm
23 	Autumn Begins
30	Summer Tax Bills Due
30	Utility Bills sent out for an October 20 th Due Date

OLD BUSINESS:

None

NEW BUSINESS:

1. Medical Marihuana Moratorium Ordinance – Second Reading

This is the second reading of an ordinance to extend the existing moratorium that is due to expire on September 2, 2011. A draft ordinance has been presented to City Council for review and will be presented to the Planning Commission at an upcoming meeting.

At the last meeting the definition of the term *dispensation* was questioned. City Attorney Matson gave Webster's definition: 1. dispensing, giving out or distribution. 2. anything dispensed or distributed.

Motion by Strouse, seconded by Hunsaker and carried by unanimous vote of the Council **to approve the Second Reading of an ordinance to extend the Medical Marihuana Ordinance for 180 days effective upon publication of August 28, 2011.**

2. Purchase of Copy Machine

The current copy machine was purchased in 2003 at a cost of \$11,593.00. The copy machine has approximately 1 million copies and has started to require more maintenance to keep it running. The FY 2012 budget includes \$17,500.00 for the replacement of the copy machine. Our current copy machine does not have scanning capabilities, which will help us with document management.

Motion by Lancaster, seconded by Hunsaker and carried by unanimous vote of the Council **to award the purchase of a new copy machine to Canon Business Solutions for an imageRunner 6065 in an amount not to exceed \$8,463.72**

3. DDA Development Boundary Amendment

The DDA has been exploring the purchase of property to construct a public parking lot to serve the downtown business district. The property is located at the southwest corner of Franklin and East Jefferson. If the DDA moves forward with the project on this parcel the DDA Act of 1975 does not allow authorities to perform land improvements on properties outside the district, therefore the boundaries need to be amended.

Motion by Lancaster, seconded by Hunsaker and carried by roll call vote of the Council **to approve amending the boundaries to the City of DeWitt Downtown Development Authority District to include 124 East Jefferson Street, (Parcel ID #200-100-000-208-00).**

ROLL CALL VOTE:

Erickson	yes	Lancaster	yes
Hunsaker	yes	Stoker	yes
Kangas	yes	Strouse	no

4. DDA Development and Tax Increment Financing Plan Amendment

In order for the DDA to undertake any activities associated with the addition of the parking lot improvements, that activity must be a part of the project list in the Development Plan and Tax Increment Financing Plan.

Motion by Lancaster, seconded by Stoker and carried by unanimous vote of the Council **to approve amendments to the City of DeWitt Downtown Development Plan and Tax Increment Financing Plan.**

COUNCIL/STAFF REPORTS:

City Administrator Coss reported to Council he had attended the Seminar sponsored by the Michigan Municipal in Lansing on revenue sharing and briefly discussed the Economic Vitality Incentive Program.

Due to a scheduling conflict, Mayor Rundborg has requested the meeting dates for City Council be changed from the first and third Tuesdays of each month, to the second and fourth Tuesdays. Administrator Coss will prepare a resolution to be presented at the next council meeting in order to make the change.

Motion by Erickson, seconded by Kangas and carried by unanimous vote of the Council **to cancel the September 6, 2011 City Council meeting and reschedule it to September 13, 2011.**

The City Attorney reported on his findings regarding the propriety of the prospective sale of a parcel of real estate by Frederick Motz, a member of the DDA Board and its Treasurer to the DDA, and whether the process has been in keeping with the requirements with the City's Ethics Ordinance. Mr. Matson advised that he had discussed the matter with Mike Lee, Chairman of the DDA and was assured that Mr. Motz has made full disclosure of his interest in the matter and has refrained from participating in discussion and decision making regarding the purchase and sale of the property, neither was Mr. Motz the person who ordered the appraisal of the parcel, performed by Professional Appraisal Service, which the City has used for such service on a prior occasion. Price negotiations between the Buyer and Seller have not yet occurred. Disclosure requirements pursuant to the Ethics Ordinance in this situation were identified, both as to disclosure to the DDA and what will occur on the record of the City Council. Mr. Matson expressed his satisfaction that proper measures have been taken to date in this transaction.

ADJOURNMENT:

Motion by Strouse, seconded by Hunsaker and carried by unanimous vote of the Council that **this meeting be adjourned at 8:10 p.m.**

Respectfully submitted,

Susan Williams
Deputy Clerk

James Rundborg
Mayor