



CITY COUNCIL PACKET

MONDAY, JUNE 2, 2014

Prepared By:
Nathan Henne, City Manager
Kris Vogel, MMC, City Clerk



city of
SPRINGFIELD
CITY COUNCIL
REGULAR MEETING OF
MONDAY, JUNE 2, 2014, 7:30 P.M.
AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL: Mayor Anderson, Council Members Burdett, Eib, Hollingsworth, Riley, Whitfield and Young.
- IV. APPROVAL OF MINUTES
 - A. Regular Meeting of May 19, 2014
- V. REPORTS
 - A. City Manager – Nathan Henne
 1. Bills In Line
- VI. COUNCIL COMMENTS
- VII. CITIZEN COMMENTS
- VIII. ADJOURNMENT

NEXT MEETING:	Monday, June 16, 2014
NEXT RESOLUTION:	25-14
NEXT PROCLAMATION:	03-14
NEXT ORDINANCE:	02-14
NEXT TRAFFIC CONTROL ORDER:	2014-1



**MINUTES OF THE REGULAR MEETING OF
THE COUNCIL OF THE CITY OF SPRINGFIELD
MAY 19, 2014**

I. CALL TO ORDER

Mayor Anderson called the regular meeting of the Council of the City of Springfield to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor Anderson led the pledge of allegiance.

III. ROLL CALL

Present: Council Members Burdett, Eib, Hollingsworth, Riley, Whitfield, Young, and Mayor Anderson.

Also Present: Nate Henne – City Manager, Jeannine Turner – Director of Finance and Administrative Services, and Kris Vogel – City Clerk.

IV. APPROVAL OF MINUTES

It was moved by Eib, seconded by Hollingsworth and unanimous that the minutes of the May 5, 2014, regular meeting be approved subject to any additions or corrections.

V. PUBLIC HEARING – RECEIVE COMMENTS – FY 14/15 BUDGET

Mayor Anderson opened the public hearing at 7:31 p.m. to receive comments regarding the FY 14/15 budget and asked if there were any questions?

Being no questions, the public hearing was closed at 7:32 p.m.

VI. DISCUSSION – RESTRICT LEFT TURNS INTO ENDEAVOR CHARTER ACADEMY FROM SOUTHBOUND HELMER ROAD

Council Member Riley stated there have been several situations when he has been traveling the area on Helmer Road when Endeavor Charter Academy was dismissing students and there's a lot of traffic, on top of it's not unusual for a train to be going through between 3:00 p.m. and 3:15 p.m. to make matters worse. Council Member Riley indicated he feels Endeavor should request parents not to turn left, traveling southbound on Helmer Road into the school entrance.

Council Member Hollingsworth expressed a concern that if this was done they wouldn't be able to turn left fast enough into the parking lot off Upton Avenue in order not to create another bottle neck at this location.

Mayor Anderson stated City Manager Henne will take this concern to Public Safety Director Furgason to review it again and see if he can get his hands on the traffic study that was done.

V. REPORTS

A. Building/Code Enforcement Departments – April (M. Angus)

Mayor Anderson asked if there were any questions regarding the Building/Code Enforcement Department reports presented by Mercedes Angus.

Council Member Young asked if it was possible to see a history of code enforcement issues on a property when the monthly reports were presented? Administrative Services Director Turner indicated she will follow-up on this information being added to the report. Being no further questions, the reports will be filed as presented.

B. Public Services Department – April (T. Matson)

Mayor Anderson asked if there were any questions regarding the Public Services Department report presented by

Tom Matson, Public Services Department Director. Being none, the report will be filed as presented.

C. City Manager – Nate Henne

1. Approve – Release of Collateral Assignment of Leases & Rents

City Manager Henne noted this resolution will approve the City Manager to sign a Release and Collateral Assignment of Leases & Rents, which is basically just a formality.

Resolution #19-14:

It was moved by Whitfield and seconded by Burdett that the following resolution be adopted:

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize Nathan Henne, City Manager, to sign the release of Collateral Assignment of Leases and Rents given by AMVD, Inc., whose address is 525 N. 24th Street, Springfield, MI 49037, and recorded on January 19, 1994, in Liber 1727, Page 659-667 in the Office of the Register of Deeds for Calhoun County, State of Michigan.

Council Member Young asked if the City of Springfield suffered a financial loss because of this? City Manager Henne stated the documents reflect a settlement was made on the defaulted CDBG loan in 1999, which pretty much absolved the property owner of any responsibility of the loan.

All ayes. Resolution adopted.

2. Approve – METRO Act Extension

City Manager Henne stated this resolution will approve an extension of the METRO Act permit.

Resolution #20-14:

It was moved by Burdett and seconded by Whitfield that the following resolution be adopted:

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to approve the extension of the METRO Act Permit issued by the City of Springfield to Michigan Bell Telephone Company, dba AT&T Michigan; said expiration of August 30, 2019.

All ayes. Resolution adopted.

3. Set – FY 14/15 Millage Rates

City Manager Henne stated this resolution will set the millage rates for FY 14/15.

Resolution #21-14:

It was moved by Young and seconded by Eib that the following resolution be adopted:

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to set the FY 2014/2015 General Operating millage at 14.0000 mills.

BE IT FURTHER RESOLVED that the Public Safety Retirement millage rate for FY 2014/2015 be set at 1.0000 mill.

All ayes. Resolution adopted.

4. Approve – FY 14/15 Budget

City Manager Henne stated this resolution will approve the FY 14/15 budget.

Resolution #22-14:

It was moved by Riley and seconded by Eib that the following resolution be adopted:

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to approve the FY 2014/2015 budget as submitted using the activity or departmental basis format.

All ayes. Resolution adopted.

5. Authorize – Fund Transfer

City Manager Henne stated this resolution will authorize a fund transfer from the Major Street from to the Local Street Fund.

Resolution #23-14:

It was moved by Eib and seconded by Whitfield that the following resolution be adopted:

WHEREAS, Michigan Public Act 51 of 1951, section 247.663.13 (6) permits a transfer to the Local Street Fund of an amount up to 50% per year of monies received from the Michigan Transportation Fund for use on the Major Street System; and

WHEREAS, additional funding for the 2014/2015 budget is needed for the Local Street System.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize a transfer of \$50,000 from the Major Street Fund to the Local Street Fund.

All ayes. Resolution adopted.

6. Approve – Business License

City Manager Henne noted this resolution will approve a business license for a business within the City of Springfield.

Resolution #24-14:

It was moved by Hollingsworth and seconded by Whitfield that the following resolution be adopted:

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD that the following business license is hereby approved; said license to expire June 30, 2014:

Junk & Secondhand Dealer

The Lost and Found 20th

309 N. 20th Street

All ayes. Resolution adopted.

7. Bills In Line

It was moved by Burdett, seconded by Eib and unanimously approved that the checks be drawn from the various accounts and the bills be paid.

VI. COUNCIL COMMENTS

City Manager Henne stated there will be a Farmers Market vendor meeting on May 31st to discuss a farmers market business plan, and contracts for vendors.

City Clerk Vogel stated City Hall will be closed on Monday, May 26th in observance of Memorial Day. In addition, the regularly scheduled Waste Management pick-up for that day will be on Tuesday, May 27th.

Council Member Whitfield thanked City Manager Henne and Administrative Services Director Turner for their work on the budget.

Mayor Anderson thanked Administrative Services Director Turner and her staff for the work they did on the budget!

VII. CITIZENS COMMENTS

Terris Todd, Calhoun County Commissioner, stated the road crews are working tirelessly to repair the County roads! In the past years approximately \$300,000 was spent to repair the roads and this year they are looking at spending more like \$800,000. Mr. Todd added he is running as a candidate for the 62nd District State Representative and is here to show his support to the City of Springfield.

Terry Blaniar, Public Services Supervisor, expressed his appreciation to the City Council, staff, and friends for showing their respect to his family with the recent passing of his father.

VIII. ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

Kris Vogel, MMC
City Clerk

Susan L. Anderson
Mayor



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Action Items:

Bills In Line

Informational Items:

1. The third and final EVIP report has been submitted to the State Treasurer. This report was changed slightly compared to previous years as it concentrated on unfunded accrued liabilities of the City of Springfield. The report reflects steady progress and regular payments to retirement accounts and retiree healthcare responsibilities. The with new law enforcement contract, this positive momentum will undoubtedly accelerate.
2. The Clark property is still progressing. City administration is continuing with work with Mr. VanDillen to move the property towards the ultimate goal of complete remediation. According to the letter of agreement he afforded the City, 30 days remain on his timetable to finalize a sale. After early July, the agreement stipulates that he will hire a demolition company himself to complete the work and clean the property.
3. I have not yet heard if the Math and Science Center sale is finalized. The Battle Creek School District is still maintaining the property and caring for the lawn. I have encouraged Burma Center representatives (the buyers) to begin putting together a 'vision' for their use of the property so that we may address any use restrictions. A lot of work is still ahead with updates to come.
4. The Neighborhood Improvement Incentive Committee met on May 21 to discuss a \$1000 grant request submitted by Aaron Schley with permission from the current owner of the property. The request was for an environmental site assessment. The site assessment will cost an estimated \$1650. The committee, consisting of the City Manager, Code Enforcement Officer, and Mayor Pro Tem Burdett, decided that the focus of the program was to correct code violations and aid low income homeowners with fixing problems that will either cause a code violation, or already have caused a violation they can't afford to fix. Mr. Schley's application was denied.
5. Work has continued on the Springfield Master Plan. Many thanks to Mike Knapp of the City of Dallas' GIS division for donating his time and effort to recreate and digitize Springfield's current zoning map while adding missing subdivisions and correcting the map to reflect rezoning efforts since 1997.
6. The Legion Villa has seen increased activity with trespassing since the snow has melted. City administration has been in contact with the state to request action. The solution will be to post no trespassing signs and put a fence around the building to discourage further trespassing until the state can find the funds to tear the building down.
7. The Department of Public Services crew was hard at work the week before Memorial Day preparing Reese Cemetery for this very important weekend. The property looked great, and I thank them for their hard work and reverent care of our deceased friends and family.

8. Territorial Brewing will be opening their new location on Helmer Road very soon. Estimates put the grand opening around mid-July. Tim is very excited to get started and the City of Springfield is equally excited to welcome his business to the City.

If you have any question, please do not hesitate to contact me anytime.

Respectfully Submitted,

A handwritten signature in black ink that reads "Nathan R. Henne". The signature is written in a cursive style with a large, stylized "N" and "H".

Nathan Henne
City Manager

CITY OF SPRINGFIELD

INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 5/15/2014 THRU 5/28/2014

GL Number	Invoice Line Desc	Vendor	Amount
Dept 345 PUBLIC SAFETY			
101-345-717.00	LIFE INSURANCE	STANDARD INSURANCE COMPANY	29.25
101-345-727.10	PUBLICATIONS	PNC BANK VISA	143.38
101-345-740.00	OPERATING SUPPLIES	SAMS CLUB DISCOVER/GECRB	41.56
101-345-817.01	MI PS COM SYSTEM FEE	STATE OF MICHIGAN	100.00
101-345-817.02	LIEN USER FEE	MICHIGAN STATE POLICE	33.00
101-345-920.10	NATURAL GAS	SEMCO ENERGY	224.30
101-345-930.30	EQUIPMENT MAINTENANCE	FIREHOUSE RESOURCES LLC	800.00
101-345-956.00	MISCELLANEOUS EXPENSES	PNC BANK VISA	17.40
101-345-956.10	TRAINING & EDUCATION	PNC BANK VISA	175.00
101-345-956.50	POLICE SERVICE MISCELLANEOUS	L3 COMMUNICATIONS	231.80
101-345-970.35	CAPITAL OUTLAY-PUB SAFE EQUIP	PNC BANK VISA	1,031.00
Total For Dept 345 PUBLIC SAFETY			2,826.69
Dept 441 PUBLIC SERVICES			
101-441-717.00	LIFE INSURANCE	STANDARD INSURANCE COMPANY	67.50
101-441-722.10	UNIFORMS	G & K SERVICES	60.54
101-441-722.10	UNIFORMS	RICE'S SHOES/BC FLOWERS	268.80
101-441-722.10	UNIFORMS	G & K SERVICES	60.54
101-441-722.10	UNIFORMS	SAFETY SERVICE INC	105.82
101-441-722.10	UNIFORMS	SHIRTS N MORE INC	60.00
101-441-727.00	OFFICE SUPPLIES	STAPLES ADVANTAGE	35.98
101-441-740.00	OPERATING SUPPLIES	AIRGAS USA	25.59
101-441-740.00	OPERATING SUPPLIES	FASTENAL COMPANY	33.06
101-441-740.00	OPERATING SUPPLIES	MENARDS-BATTLE CREEK	109.51
101-441-956.00	MISCELLANEOUS EXPENSES	SAMS CLUB DISCOVER/GECRB	141.76
101-441-967.15	CITY HALL OPERATIONS & MAINT	SAMS CLUB DISCOVER/GECRB	29.98
101-441-967.15	CITY HALL OPERATIONS & MAINT	SEMCO ENERGY	257.69
101-441-967.25	PARKS/RECREATION OPER & MAINT	FAMILY FARM & HOME	73.98
101-441-970.05	CAPITAL OUTLAY - IMPROVEMENTS	INTERSTATE OFFICE INTERIORS	200.00
Total For Dept 441 PUBLIC SERVICES			1,530.75
Dept 861 POST EMPLOYMENT BENEFITS			
101-861-717.10	LIFE INSURANCE-RETIREEES	STANDARD INSURANCE COMPANY	85.50
Total For Dept 861 POST EMPLOYMENT BENEFITS			85.50
Total For Fund 101 GENERAL FUND			9,009.11
Fund 203 LOCAL STREET FUND			
Dept 463 ROUTINE MAINTENANCE			
203-463-775.60	STREET MAINTENANCE MATERIAL	LAKELAND ASPHALT CO	249.85
Total For Dept 463 ROUTINE MAINTENANCE			249.85
Total For Fund 203 LOCAL STREET FUND			249.85
Fund 508 FARMERS MARKET FUND			
Dept 752 FARMERS MARKET			
508-752-727.00	OFFICE SUPPLIES	STAPLES ADVANTAGE	41.98
508-752-801.00	CONTRACTUAL SERVICES	MOBLEY MICHELLE	75.00
508-752-801.00	CONTRACTUAL SERVICES	MOBLEY MICHELLE	100.00
508-752-803.10	CONTRACTUAL MANAGER	CASTELLANOS, CHRISTINA	345.04
508-752-803.10	CONTRACTUAL MANAGER	CASTELLANOS, CHRISTINA	265.00
508-752-956.00	MISCELLANEOUS EXPENSES	CASTELLANOS, CHRISTINA	6.72
508-752-956.06	SPECIAL EVENTS	PNC BANK VISA	183.31
Total For Dept 752 FARMERS MARKET			1,017.05
Dept 753 FARMERS MARKET KITCHEN			
508-753-920.10	NATURAL GAS	SEMCO ENERGY	309.74
Total For Dept 753 FARMERS MARKET KITCHEN			309.74
Total For Fund 508 FARMERS MARKET FUND			1,326.79
Fund 549 BUILDING FUND			
Dept 371 INSPECTION DEPARTMENT			
549-371-706.10	ELECTRICAL INSPECTOR	DAVID CUNNINGHAM	187.86
549-371-706.20	PLUMBING INSPECTOR	BUSHEE, RANDY	262.14
549-371-706.30	MECHANICAL INSPECTOR	STEVE BULLER	492.53
549-371-706.40	BUILDING INSPECTOR	STEVE BULLER	211.66
549-371-956.00	MISCELLANEOUS EXPENSES	G E STAMP WORKS	19.25

CITY OF SPRINGFIELD

INVOICE GL DISTRIBUTION REPORT FOR INVOICES PAID 5/15/2014 THRU 5/28/2014

GL Number	Invoice Line Desc	Vendor	Amount
		Total For Dept 371 INSPECTION DEPARTMENT	1,173.44
		Total For Fund 549 BUILDING FUND	1,173.44
Fund 590 SEWER FUND			
Dept 442 OPERATING EXPENSES			
590-442-801.97	CONFERENCE COSTS	SHANTY CREEK RESORTS	266.20
		Total For Dept 442 OPERATING EXPENSES	266.20
		Total For Fund 590 SEWER FUND	266.20
Fund 591 WATER FUND			
Dept 442 OPERATING EXPENSES			
591-442-775.00	REPAIR & MAINT SUPPLIES	DOBOS LAWNMOWER SALES	151.60
591-442-775.00	REPAIR & MAINT SUPPLIES	EJ USA INC	383.00
591-442-775.00	REPAIR & MAINT SUPPLIES	MICHIGAN METER TECHNOLOGY GRP., INC	1,683.00
591-442-801.00	CONTRACTUAL SERVICES	HUNTER-PRELL CO	928.00
		Total For Dept 442 OPERATING EXPENSES	3,145.60
		Total For Fund 591 WATER FUND	3,145.60
Fund 596 REFUSE FUND			
Dept 442 OPERATING EXPENSES			
596-442-801.35	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT OF MICHIGAN	14,758.13
596-442-801.36	WM SURCHARGE & FEES	WASTE MANAGEMENT OF MICHIGAN	461.91
		Total For Dept 442 OPERATING EXPENSES	15,220.04
		Total For Fund 596 REFUSE FUND	15,220.04
Fund Totals:			
		Fund 101 GENERAL FUND	9,009.11
		Fund 203 LOCAL STREET FUND	249.85
		Fund 508 FARMERS MARKET FUND	1,326.79
		Fund 549 BUILDING FUND	1,173.44
		Fund 590 SEWER FUND	266.20
		Fund 591 WATER FUND	3,145.60
		Fund 596 REFUSE FUND	15,220.04
		Total For All Funds:	30,391.03