

**MINUTES OF REGULAR MEETING
GALESBURG CITY COUNCIL
FEBRUARY 19, 2008; 7:00 P.M.
COUNCIL CHAMBERS,
GALESBURG CITY HALL
200 E. MICHIGAN AVE.
GALESBURG, MI**

city of
GALESBURG

200 E. Michigan Avenue
Galesburg, Michigan 49053
Phone: (269) 665-7000
Fax: (269) 665-4541

I. CALL TO ORDER

The meeting was called to order by Mayor Allen at 7:00 P.M.

PRESENT: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

ABSENT: None

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Allen.

III. COMMUNITY COMMENT

There were no members of the public in attendance who wished to comment.

Councilmember Nicolow said that the signs are up at the City Limits and look nice, except for a grammatical error. They say "One of the Nations Great Places to Raise Kids", they should say "One of the Nation's Great Places to Raise Kids".

IV. READING AND APPROVAL OF COUNCIL MINUTES

Motion by Councilmember Kissinger, supported by Councilmember Nicolow to approve the minutes as submitted.

Carried Unanimously

V. CORRESPONDENCE

- a. Request from the Galesburg Memorial Library for reimbursement of expense for jewelry repair for part time employee and volunteer Sue Jefferson.

Motion by Councilmember Jackson, supported by Councilmember Kissinger to disallow reimbursement of expenses for repair of rings for part time Librarian Sue Jefferson.

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

b. Letter from Lanson Becker of Galesburg United Methodist Church regarding the tax exempt status of property located at 85 W. Battle Creek St.

REFERRED TO THE CITY ASSESSOR & THE CITY CLERK

- c. Letter from the Galesburg City Clerk to Meadowbrook Insurance Co. Property Liability Pool requesting reconsideration of the determination to cap replacement expenses for Pumphouse #1 at \$45,527.83.

RECEIVED AND PLACED ON FILE

- d. Application for temporary liquor license from the Galesburg Business Assn. for a beer tent at their 2008 Oktoberfest in September 2008.

REFERRED TO THE CITY CLERK AND THE DDA

- e. Letter from Clara Srackangast of 134 Fullerton suggesting methods whereby the City of Galesburg could raise funding to pay for Charter Membership in the Kalamazoo Police and Fire Training Facility.

RECEIVED AND PLACED ON FILE

VI. PUBLIC HEARINGS

There were no scheduled public hearings.

VII. ACTION ITEMS

A. Resolutions for Action

1. Galesburg Charleston Joint Fire Authority Budget

Councilmember Jackson said that he is not prepared to support the resolution approving the Fire Department

budget at this time. He wants to see a budget submitted that contains more detailed information about what appropriations are being used for.

Motion by Councilmember Jackson, supported by Councilmember Kissinger to move the resolution approving the Fire Department budget to a special meeting to be held on February 25, 2008.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

2. Policy Statement; Grant Application Procedures

**RESOLUTION #021908-02
CITY OF GALESBURG
COUNTY OF KALAMAZOO, MICHIGAN
RESOLVED BY THE CITY COUNCIL OF THE CITY OF
GALESBURG**

At a regularly scheduled meeting of the Galesburg City Council held on Tuesday, February 19, 2008, at 7:00 P.M. with Councilmembers Allen, Doxey, Jackson, Kissinger, Nicolow, VanNess and Yingling present, and None Absent the following resolution was offered by Councilmember Nicolow and supported by Councilmember Kissinger;

WHEREAS, the City of Galesburg is desirous of fulfilling the needs all of it's sub agencies, like Galesburg Memorial Library, Galesburg Charleston Joint Fire Authority, Galesburg Historical Museum and Galesburg Downtown Development Authority, and of helping them achieve their growth objectives; and

WHEREAS, the City recognizes that acceptance of all grant awards encumber the City's budget for matching funds and maintenance of the grant object and feels that adoption of a policy statement setting forth formal procedures for grant application and acceptance will allow it to act proactively to budget for grant appropriations so that the City's financial resources are used equitably and to maximum benefit for all citizens.

NOW THEREFORE BE IT RESOLVED, that as a matter of policy the Galesburg City Council will not consider honoring future requests for matching grant funds until, or unless the following actions have occurred:

- A resolution authorizing and supporting the grant application has been adopted by the Galesburg City Council
- A resolution authorizing and supporting acceptance of the grant award and

appropriating matching funds, if required, has been adopted by the Galesburg City Council

- The budget of the requesting authority has included the grant award in their current budget
- Any other participating Municipality has approved a resolution authorizing application and acceptance of the grant funding

BE IT FINALLY RESOLVED, the Galesburg City Council will carefully consider all requests for matching grant funds to ensure that all available funding is distributed evenly across the community.

Motion by Councilmember Nicolow, supported by Councilmember Kissinger to place an affirmative roll call vote on the resolution establishing a grant application policy.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

3. Adoption of Federal Poverty Guidelines

**RESOLUTION #021908-03
CITY OF GALESBURG
COUNTY OF KALAMAZOO, MICHIGAN
RESOLVED BY THE CITY COUNCIL OF THE CITY OF
GALESBURG**

At a regularly scheduled meeting of the Galesburg City Council held on Tuesday, February 19, 2008, at 7:00 P.M. with Councilmembers Allen, Doxey, Jackson, Kissinger, VanNess and Yingling present, and Councilmember Nicolow Absent the following resolution was offered by Councilmember Nicolow, and supported by Councilmember Jackson:

WHEREAS, the City of Galesburg has received information from its Assessor, Patrick Couch establishing Federal poverty guidelines used in the determination of poverty exemptions for 2008; and

WHEREAS, local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels shall not be set lower by a city or township than the Federal poverty guidelines updated annually by the U.S. Department of Health and Human Services.

NOW, THEREFORE BE IT RESOLVED the City Council of the City of Galesburg hereby adopts the following Federal Poverty Guidelines for use in setting poverty exemption guidelines for 2008 assessments.

Size of Family Unit	Poverty Guidelines
1	\$ 10,210
2	\$ 13,690
3	\$ 17,170
4	\$ 20,650
5	\$ 24,130
6	\$27,610
7	\$31,090
8	\$ 34,570
For Each Additional Person, Add	\$ 3,480

Motion by Councilmember Nicolow, supported by Councilmember Jackson to accept the recommendations of the City Assessor and adopt the federal poverty guidelines.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

VIII. REPORTS OF OFFICERS & BOARDS

a. Treasurer

Motion by Councilmember Kissinger, supported by Councilmember Nicolow to accept the Treasurer's Report as submitted showing \$1,676,864.67 in assets with \$51,327.56 in general fund certificate of deposit.

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

b. Accounts Payable

The City Clerk submitted bills payable in the amount of \$18,325.19.

Motion by Councilmember Nicolow, supported by Councilmember Kissinger to authorize the City Clerk to write checks in payment of the bills in the amount stated above.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

c. Department of Public Works

Supervisor Wilson reported that the check valve that was sent back to the factory for repair is on a truck headed for home. It should be here by next week. This is the part that was involved in the damage to pumphouse #1. There is no report on findings of the failure of the check valve. He should be able to reinstall the valve next Thursday or Friday. The valve was not opening all the way. There is no way to determine if that was the cause of the pumphouse explosion.

Councilmember Jackson commented about the faulty engineering that went into this valve. It is a mystery that will never be solved. We will never know what caused the explosion. We have the same valve in pumphouse #2.

Supervisor Wilson brought up the agreement for the 35th Street Bridge replacement. Mayor Allen pointed out that this issue is on the agenda under new business and asked Mr. Wilson to hold his comments until that time.

Mayor Allen complimented the DPW for doing a great job of keeping all the snow under control. He is aware that removing the snow from street sides in front of businesses in the downtown area is an extra burden, but the businesses appreciate it.

Mr. Wilson reported that street reporting is all going internet and there are new laws that go along with it. One of them says that the City will not be allowed to use street funds to plow sidewalks anymore because they are not for motorized transportation.

d. Police

Chief Mau reported going over the resumes submitted for the part time police officer position with Councilmember Jackson. They have narrowed the search down to several very qualified candidates. The Personnel Committee will review the applications and set up interviews for Monday, March 3, 2008.

Councilmember Nicolow stated that he would not be in attendance at the **March 3, 2008 meeting and requested an excused absence.**

Motion by Councilmember Kissinger, supported by Councilmember Jackson to excuse Councilmember Nicolow from the March 3, 2008 City Council Meeting.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

Mayor Allen appointed Councilmember Mike VanNess as an alternate member of the Personnel Committee to fill in when absences occur.

Motion by Councilmember Jackson, supported by Councilmember Kissinger to **approve the alternate appointment of Councilmember VanNess to the Personnel Committee.**

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, Yingling, Allen, VanNess

NAYS: None

ABSENT: None

Mayor Allen said that the Personnel Committee will interview the evening of March 3rd, and perhaps be able to bring their recommendations back to the City Council that evening.

Councilmember Nicolow asked when Chief Mau budgeted for adding a new officer.

Chief Mau said that they planned on bringing a second part time officer on board in April. He reported on expenses that will be incurred by the Police Department that are not in the budget. They are expenses for the E-Ticket and communication technology in the police cars. The modems that are currently in the cars will be shut off very shortly. The new air cards cost \$50.00 per car per month. The cars have to go into the City for installation and the cars and users have to be licensed to use the program. Both cars need to be upgraded at a cost of \$1,600 per car. He asked for approval to update the first car.

City Clerk Miner asked the Chief to hold this request until the next meeting to allow time for the Public Safety budget to be reviewed for appropriate transfers to cover the supplemental appropriation.

IX. NEW BUSINESS

A. Contract for reconstruction of the 35th Street Bridge and replacement of Water/Sewer Infrastructure

DPW Supervisor Wilson recommended that the Council not approve this contract at this time. The engineer is currently negotiating a revised contract amount that will reduce the mobilization charge and change the fittings and pipes from twelve (12) inch to eight (8) inch. This should save the City around \$10,000. However, we have to go through the proper channels to amend the contract. Our engineer is trying to accomplish this task right now. He would like the Department of Public Works to be on the agenda for the special meeting

planned for February 25, 2008 for the discussion of this project.

REFERRED TO THE CITY ENGINEER, THE DEPARTMENT OF PUBLIC WORKS SUPERVISOR AND THE CITY ATTORNEY

B. Discussion of District Library Statutes

City Attorney Soltis advised the City to have the Library call all of the participating municipalities together and identify the proposed boundaries of the district library. Then they should invite the State Librarian to the table and ask for their assistance in getting the District Library up and running. They need to measure the interest in the community to see if the support for a district library is there.

REFERRED TO THE LIBRARY

C. Contract for Participation in the Kalamazoo Regional Police and Fire Training Center

Mayor Allen said that Marty Meyers from the City of Kalamazoo is spearheading the Police & Fire Training Tower project. They met at City Hall last week. He learned that if the City used the training tower 30 times in 10 years it would cost over \$30,000 for that use. They have proposed a program where fire departments can become charter members of the facility by paying \$10,000. Because our Fire Department is a joint authority, the City's share is \$5,000 and Charleston's share is \$5,000. Marty Meyer proposed a scenario wherein the City could make installment payments over the course of 4 years. The City's payment would be \$1,250 per year for 4 years, beginning with the 2008/2009 budget.

Councilmember Jackson said our Fire Department has been around a long time. We have done more training than any other fire department around. He does not understand the need for us to pay for Kalamazoo's training tower.

Mayor Allen said the training tower provides basic training for fire fighters on multiple level fires. They have several stories that will have live burns on them. As far as our training goes, Galesburg has probably burned down more houses than anyone else in the County, but there are drawbacks to live burns because you have to get everyone in the neighborhood to sign off on them to prevent complaints about contamination.

City Attorney Soltis said that he has further questions about this proposed agreement. The agreement provided to Galesburg differs from the other agreements he has seen from other communities. He urged Galesburg to get a copy of the agreement that Charleston signed because these two agreements are not the same. The dates for completion of phase 1 & 2 of the project do not match up, nor does the deadline for

return of the monies paid if construction is not completed.

Mayor Allen asked the Fire Board to bring a recommendation back to the Council as to what they want the City to do.

Motion by Councilmember Kissinger, supported by Councilmember Nicolow that the Fire Board discuss this matter with the Fire Chief and bring a recommendation back to the City Council.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

X. OLD BUSINESS

A. Personnel Policy Revision

Discussion and amendment to the Personnel Policies took place as follows;

1. Title Page to be amended to state "PERSONNEL Policies and Procedures Manual".
2. Page 3, Definitions to read as follows;

Paragraph 1 to remain unchanged.

Paragraph 2 - Applicant to remain unchanged.

Paragraph 3 to be amended to read "*Appointed employee: An Appointed employee may be removed at any time by the affirmative of a majority of members of the City Council. An appointed employee has the same benefits as a regular full-time employee.*"

Paragraph 4 to be amended to read "*Council: As mentioned in this manual, the Galesburg City Council, consisting of an elected Mayor and six elected Councilpersons.*"

Paragraph 5 – Department Head to remain unchanged.

Paragraph 6 to be amended to read; "*Full-time Regular Employee: A person who is employed by the City for an indefinite period of time (not appointed) and who is normally and regularly scheduled to work at least forty (40) hours per week during fifty-two weeks in each calendar year of employment with the City.*"

Paragraph 7 – Grievance to remain unchanged.

Paragraph 8 - Hire Date to remain unchanged.

Paragraph 9 - Job Description to remain unchanged.

Paragraph 10 - Minimum qualifications to remain unchanged.

XI. COUNCIL COMMENT

Councilmember Jackson thanked the Department of Public Works staff for doing such a nice job in downtown.

Councilmember VanNess said that downtown businesses are making lots of compliments to the City about the clearing of sidewalks.

Councilmember Kissinger said that he and his family have found a rental property on Washington Street.

Mayor Allen asked that the agenda for the special meeting to be held on February 25, 2008 contain;

- Fire Department
- 35th St. Agreement
- Police Department
- DPW

XII. ADJOURNMENT

Motion by Councilmember Kissinger, supported by Councilmember Jackson to adjourn.

Motion approved unanimously.

Meeting adjourned