

**CITY OF GALESBURG
CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 7, 2022
6 PM**

Mayor West called the meeting to order at 6 pm.

The Pledge of Allegiance was recited.

Roll call was taken, and the following members were present Lori West, Mayor; Linda Marble, Deputy Mayor; Dale Harmon, Rebecca Harmon, Carol Wortinger, and Judy Lemon.

Also present: Sarah Joshi, City Manager; Josh Ranes, DPW Supervisor and Anna Goodsell, Clerk.

APPROVAL OF AGENDA

The Council proceeded to consider the agenda. Marble asked that an addition be made to the agenda to consider a recommendation from the Personnel Committee regarding Full-Time Hours and Part-Time Benefits. Marble made a motion to accept the agenda with the previously mentioned addition. Lemon seconded the motion. A roll call vote was taken, and the motion passed unanimously.

PUBLIC COMMENT

Linda Carlton reported there would be Greater Galesburg Days on June 18, 2022. The Galesburg Charleston Fire Department and the Galesburg Area Business and Community Association are planning event together. A motion was made by Lemon and seconded by R. Harmon to allow the City Hall Parking lot, and the City property to the west of the library for the event. The Council voted unanimously to approve this motion.

West asked if there were any messages left for public comment or if there was anyone waiting to make a comment via the telephone. There were neither.

CONSENT AGENDA

West indicated the next matter for the Council's consideration was the consent agenda. Marble offered comments regarding the Personnel Committee meeting minutes.

A motion was made by Marble and seconded by Lemon to approve the consent agenda with the correction to the minutes as previously mentioned.

- a. Invoices Needing Approval for Payment – \$49,086.71
- b. Paid Invoices - \$38,308.49
- c. City Council Meeting Minutes
 - i. February 7, 2022 Regular Meeting
 - ii. January Workshop Meeting Minutes - Corrected
- d. Council Acknowledges Receipt of:

- i. Fire Board – No Information Provided
- ii. Personnel Committee Meeting Minutes – Minutes of the February 24, 2022 Meeting
- iii. DDA Meeting Minutes – No Meetings Held
- iv. Planning Commission Meeting Minutes
- v. Parks and Recreation Meeting Minutes – No Meetings Held
- vi. Finance Committee (Fees) – No Meetings Held
- vii. Kalamazoo County Sheriff's Report – January 2022

CITY MANAGERS REPORT

City Manager, Sarah Joshi gave her report and responded to comments and questions from the Council.

CONSIDERATION – ESTABLISHMENT OF WATER AND SEWER RATES

West indicated the expected information had not been received from the Michigan Rural Water Association. A motion was made by Marble, and seconded by Lemon, to table this matter to the April meeting. A voice vote was taken and the motion passed unanimously.

CONSIDERATION – ADOPTION OF ZONING BOARD OF APPEALS ORDINANCE

The Council proceeded to consider adoption of the Zoning Board of Appeals Ordinance. This would change the membership of the Zoning Board of Appeals from five members to three. A motion was made by D. Harmon and supported by Marble to adopt this ordinance. A roll call voted was taken and the motion passed unanimously.

CONSIDERATION – FILLING VACANCY ON THE CITY COUNCIL

West stated Denis Homan had completed an application for the open position on the City Council and an application from Ryan Harnden was received. Mr. Harden was not able to be at tonight's meeting. West said she would like to interview both applicants. There was dialogue about being out of compliance with the Charter because the vacancy was not filled within 60 day. West responded that currently the Council membership is out of compliance with the Charter. She asked if there was a motion to table this until the April 4, 2022 meeting. R. Harmon asked if there could be a special meeting to make an appointment to fill the vacancy. West responded there could be a special meeting. There was no motion. Due to lack of action this matter will be considered at the next meeting.

CONSIDERATION – TRAVEL POLICY RECOMMENDED BY THE PERSONNEL COMMITTEE

The Council then considered the travel policy recommended by the Personnel Committee. Marble reviewed the policy with the Council. A motion was made by D. Harmon, and supported by Lemon, the Council voted unanimously to adopt this policy.

**CONSIDERATION – FULL-TIME HOURS AND PART-TIME BENEFIT POLICY
RECOMMENDED BY THE PERSONNEL COMMITTEE**

The next matter for the for the Council’s consideration was a Full-Time Hours and Part-Time Benefit Policy. Marble reviewed the policy with the Council. There was general discussion. It was pointed out in order to implement this policy it must be first adopted by a resolution. West asked Clerk Goodsell to draft a resolution to be considered at the April 5, 2022 meeting.

CONSIDERATION – DISPOSITION OF THE MID-WAY PROPERTY

Joshi indicated she had spoken with the neighbor of the Mid-Way Property at 23 East Battle Creek Street. The owner was agreeable with leasing the land at \$100 per season that would be renewable annually. The neighboring property would provide the liability insurance, and any improvements made would need to be approved by the council. A motion was made by Wortinger and seconded by D. Harmon, to approve this proposal. A roll call vote was taken, and the motion passed. Marble abstained from voting on this motion.

**CONSIDERATION – INVOICE TO GALESBURG CHARLESTON JOINT FIRE
BOARD (GCJFB) FOR CITY STAFF RESPONSE TO FIRE CALLS**

There was length discussion regarding invoicing the GCJFB for City staff responding to fire calls during their typical workday. Upon motion of Marble, seconded by Lemon, the Council voted unanimously to send an invoice to the GCJFB for the time City staff responded to fire calls during their workday. This invoice will cover the time period from July 1, 2021, to current, and \$13 per hour be charged for Bryan Free’s time and \$14 per hour for Josh Ranes’ time.

**CONSIDERATION – RESOLUTION REGARDING THE HANDLING OF STAFF PAY
RESPONDING TO FIRE CALLS**

The Council then considered a resolution providing direction to how City Staff pay is to be managed when those staff members are responding for fire calls. A motion was made by Marble and seconded by Lemon to adopt the resolution. Lengthy discussion ensued. Marble and Lemon both stated they would like to have the motion with drawn.

Marble then made a motion, seconded by D. Harmon, that effective July 1, 2022, City Employees who are also employees for the GCJFB shall clock out on their time sheets when called to a fire, at which time they will be paid directly by the GCJFB. When said employees return to their jobs at the City, they will clock back in on their time sheets. A roll call vote was taken, and the motion passed unanimously.

CONSIDERATION – GCJFB 2022/2023 BUDGET

There was extended discussion regarding the GCJFB 2022/2023 Budget. There was concern that several items have had the same budget amount since the 2018 budget. It was expressed that possibly the budget as presented would not be able to cover the increasing costs of item or meet the needs of the Fire Department. D. Harmon will take these concerns and questions to the next GCJFB meeting.

CONSIDERATION – QUOTE TO CONVERT SALT TRUCK TO DUMP TRUCK

Ranes explained the conversion kit included two plates to cover the opening in the salt truck allowing it to then be used as a conventional dump truck. The cost of the conversion kit is \$787. A motion was made by Marble and seconded by Lemon to purchase the conversion kit at a cost of \$787. A roll call vote was taken and the motion passed unanimously.

DEPARTMENT OF PUBLIC WORKS REPORT

Ranes gave his report. He stated he would be bring pricing to replace the 72” Xmark mower to the council at the next meeting.

There were questions about placing signage in the park stating the hours the park was open.

COUNCIL COMMENTS

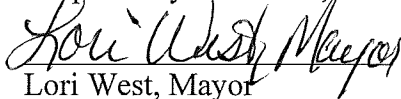
Lemon shared a poem with the Council

Marble reported about the meeting with Safebuilt about rental properties maintenance code.

ADJOURNMENT

The meeting was adjourned at approximately 7:41 pm

Respectfully submitted,


Lori West, Mayor

Anna Goodsell, CMC
City Clerk