

**CITY OF WILLIAMSTON
CITY COUNCIL
AUGUST 14, 2023
REGULAR MEETING MINUTES**

1. Call to Order:

The regular meeting was called to order at 7:00 p.m. by Mayor Tammy Gilroy, and the Pledge of Allegiance was recited.

3. Roll Call:

Mayor Tammy Gilroy, Mayor Pro-tem Brandon Lanyon, Council members Tommy Pratt, Steve Jenkins, Scott VanAllsburg, Dan Rhines, and Terry Hansen. Absent: None.

Also present: City Manager John Hanifan, Deputy Clerk Barb Burke, Engineer/DPW Director Scott DeVries, Spicer Group Representative John Bradley, City Attorney Bonnie Toskey, JFM Productions, Senior Center representatives Julie Rudd and Ann Lemmen, citizens Brooke Donnelly-Grzelak, Don Grzelak, Jordan Davis, and Monica Schafer (arrived 7:36 p.m.).

4. Approval of Agenda:

Motion by **Jenkins**, second by **Hansen**, to approve the agenda as presented. **Motion passed by voice vote.**

5. Audience Participation:

Julie Rudd introduced herself and Ann Lemmen with the Williamston Area Senior. Ms. Rudd has been with the Senior Center for many years and recently took the executive director position. They are looking for an activities/events coordinator. The renewal of the Senior Center millage is coming up next year (2024). Their lease is up at The Commons in July 2025, and they are trying to find a new site and are open to possible locations. They are working on some grants toward a building/site. They currently pay no rent, but in 2025 it would go up to \$2,400/month.

6. Council Meeting Minutes of July 24, 2023:

Motion by **Rhines**, second by **Lanyon**, to approve the July 24, 2023, minutes as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Motion by **Lanyon**, second by **Hansen**, to approve the August 14, 2023, accounts payable as presented, reference #'s 76882-76942, ACH 472-502, and EFT 503 from dates 7/19/23 through 8/7/23 for a total of \$407,854.64. Yes: VanAllsburg, Rhines, Gilroy, Lanyon, Hansen, Pratt, Jenkins. No: None. **Motion passed.**

8. Action Items

8a. City Website Overhaul:

Motion by **Rhines**, second by **Lanyon**, to select ProudCity for the overhaul and update of the City website, for the not to exceed price of \$5,600; with a second-year subscription cost of \$1,800. Yes: Rhines, Gilroy, Lanyon, Hansen, Pratt, Jenkins, VanAllsburg. No: None. **Motion passed.**

8b. Crossing Guard Wages:

Motion by **Pratt**, second by **Rhines**, to increase the hourly rate of crossing guards by \$1.00 from \$14.46 to \$15.46 effective August 21, 2023. Yes: Gilroy, Lanyon, Hansen, Pratt, Jenkins, VanAllsburg, Rhines. No: None. **Motion passed.**

8c. 2023 Utility Improvements Project – Putnam Construction Engineering Services:

Motion by **Jenkins**, second by **Lanyon**, to approve the contract amendment with Spicer Group for Professional Engineering Services during the construction phase of the N Putnam Street utilities to be added to the 2023 Utility Improvements (HUD Projects) in the amount of \$127,000 (Not-to-Exceed). The new total contract amount will be \$628,100 (Not-to-Exceed). Yes: Lanyon, Hansen, Pratt, Jenkins, VanAllsburg, Rhines, Gilroy. No: None. **Motion passed.**

8d. 2023 N Putnam Split/MDOT Rebid – Putnam Design/Bidding Engineering Services:

Motion by **Rhines**, second by **Jenkins**, to approve the contract amendment with Spicer Group for Professional Engineering Services to split the project and rebid the N Putnam Street Reconstruction project in the October 2023 MDOT bid letting in the amount of \$15,580 (Not-to-exceed). The new total contract amount will be \$116,775 (Not-to-Exceed). Yes: Hansen, Pratt, Jenkins, VanAllsburg, Rhines, Gilroy, Lanyon. No: None. **Motion passed.**

9. Discussion Items

9a. Road Diet:

Engineer DeVries said we should know before the September Capital Area Regional Transportation Study (CARTS) meeting about grant funding. Funding requests must go through the Tri-County Regional Planning Commission.

9b. Construction Project Update(s):

Manager Hanifan said the construction project started today and he and Engineer DeVries reviewed construction items, detour routes, communication with the schools, residents, individuals, and NIESA. Services such as trash pickup will continue and will collaborate with the contractor. Parking for residents who live in the area was discussed. Pedestrian traffic was reviewed, as well as additional traffic patrols along the side streets.

11. Department Head Reports

11a. City Manager:

Manager Hanifan reported that four applications have been received for the Police Chief position; the deadline for applications is this Friday, August 18. The DDA meets tomorrow night and the Parks & Recreation Commission, and the Planning Commission met last week.

Engineer DeVries said crosswalks and stop bars around town are being freshened up.

12. Committee/Sub-Committee Reports:

Councilman Lanyon gave an update on the Planning Commission meeting and said the Dollar Tree site plans were tabled for a future meeting due to valid concerns from the Planning Commission.

Councilman Hansen said there is a new bench and kiosk going in at the Red Cedar Bend Landing, a new pavilion will be constructed in McCormick Park and more easements are needed for the river walk trail.

Councilman Pratt attended the NIESA meeting and there is talk of bringing back some events, such as the Ox Roast and the Pancake Breakfast, etc.

13. Audience Participation:

Mayor Gilroy called for public comments at this time and there were none.

14. Council Member Comments:

Councilman Rhines stated the goal for this North Putnam project is for residents to have much improved water, utilities, and a nice road for that area.

Councilman Lanyon echoed Councilman Rhines' comments and asks residents to ride this out together. He lives on North Putnam and encourages residents to speak with him and he will pass comments/concerns on to the City Manager.

Councilman Jenkins asked how National Night Out went. Councilmen Lanyon and Rhines said their children had a great time. Councilman Jenkins said it is very frustrating to watch posts on Facebook and encourages individuals to contact City Hall or the City Manager directly to get questions answered.

Councilman Hansen said no project schedule survives contact with reality, and Bravo Zulu to staff for all the details on the project. He looks forward to an ox roast.

Mayor Gilroy thanked the entire City staff and the engineering firm for all the hard work done on the North Putnam construction project. She thanked DPW for the great work on the recent water main break. She urged residents to contact City Hall with questions and to attend City meetings. School starts next week. She asks everyone to offer grace and patience to their neighbors and the community. Enjoy the last week before school.

15. Adjourn to the Call of the Chair:

Mayor Gilroy adjourned the meeting at 7:58 p.m.

***Meeting adjourned at 7:58 p.m.**

Respectfully Submitted by:

Barbara J. Burke, Deputy Clerk

Tammy Gilroy, Mayor

Date Approved: _____