

**CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF SEPTEMBER 5, 2017**

Mayor Pro Tem Brown called the meeting to order at 7:01 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Droscha led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Droscha, Ferris, Madden, Vogel, Whipple*
Absent: Councilmember Waltz
Also present: Deborah S. Stuart, City Administrator

*Mayor Whipple arrived at 7:19 pm

PUBLIC COMMENT

Josh Curtis of 868 S Barnes presented a petition asking for a Police Facebook page. Brown noted that it was an administrative issue but that the Council could receive the document.

MOTION by Vogel, second by Droscha,
to receive the petition and place it on file.

Yes (5) Brown, Droscha, Ferris, Madden, Vogel

No (0)

Absent (2) Waltz, Whipple

MOTION APPROVED

CONSENT CALENDAR

MOTION by Droscha, second by Madden,
to approve the Consent Calendar as printed:

- A. Motion – Approve Minutes: Regular Council Meeting August 21, 2017
- B. Financial Items:
 - 1. Resolution 2017-30 – Authorizing Changes to the MERS Benefits for FOP- Supervisory Members Per the Approved Contract
 - 2. Motion – Approve Bills in the Amount of \$203,954.46
 - 3. Motion – Approve the Purchase of a New Steel Roof for Rayner Park Pavilion with General Fund Dollars for \$6,900.00
- C. Correspondence –
 - 1. City Attorney’s Report – August 30, 2017

Yes (5) Brown, Droscha, Ferris, Madden, Vogel

No (0)

Absent (2) Waltz, Whipple

MOTION APPROVED

UNFINISHED BUSINESS

Ordinance – Second Reading and Adoption of an Ordinance to Amend Section 94-131 (b) to Add Providers of Personal Service Establishments to the General Office (0-1) Zoning District

MOTION by Droscha, second by Vogel,
to Read for the Second Time and Adopt the Ordinance to Amend Section 94-131 (b) to Add Providers of Personal Service Establishments to the General Office (0-1) Zoning District read for the second time and adopted.

**THE CITY OF MASON ORDAINS:
SECTION 94-131 OF CHAPTER 94 OF THE MASON CITY CODE
TO HEREBY AMENDED TO READ AS FOLLOWS:
SEC. 94-131. 0-1: GENERAL OFFICE DISTRICT**

- (a) Intent and purpose. It is the primary purpose of this district to provide opportunities for business establishments that are predominantly comprised of professional offices, medical offices, administrative offices, and other businesses of a similar office character.
- (b) Uses permitted by right.
 - (1) Offices for attorneys, accountants, architects, engineers, and similar professions.
 - (2) Offices for financial institutions, real estate offices, insurance offices, investment brokers, credit reporting agencies, business management and consulting, information technology services and consulting, and similar business offices.
 - (3) Photographic studios.
 - (4) Professional services establishments providing human health care on an outpatient basis.
 - (5) Medical, optical and dental offices and laboratories.
 - (6) Offices for non-profit organizations, professional associations, labor unions, civic-social-fraternal organizations, political organizations, and religious organizations.
 - (7) Music, dance, or performing arts studios.
 - (8) Providers of personal services.
- (c) Permitted accessory uses.
 - (1) Accessory uses and structures as defined in this chapter.
 - (2) Automatic teller machines (walk-up only).
- (d) Uses authorized by special use permit.
 - (1) Religious institutions and structures for religious worship (refer to section 94-192(8)).
 - (2) Day care facility or foster care facility providing care for more than six but not more than 12 individuals in a state licensed residential facility, except adult foster care facilities for care and treatment of persons released from or assigned to or at adult correctional facilities (refer to section 94-192(8)).
 - (3) Public buildings including nonresidential governmental, utility, or public service use excluding storage yards, transformer stations, and substations (refer to section 94-192(8)).
 - (4) Public or private educational structures or uses (refer to section 94-192(8)).
 - (5) Mortuaries and funeral homes (not including crematories).
 - (6) Research, development, and prototype manufacturing.
 - (7) Any use permitted in this district involving one or more structures that occupy, either individually or collectively, more than 15,000 square feet of gross floor area.
- (e) Development standards. Any use of land or structures in this district shall comply with the general development standards of section 94-121(c) of this chapter

Effective Date. This ordinance shall be published in a newspaper of general circulation in the City within 15 days after its adoption and mailed in accordance with the requirements of MCL 125.34.01. This ordinance shall take effect upon the expiration of 20 days after its adoption.

The foregoing Ordinance was moved for adoption by Council Member Droscha and supported by Council Member Vogel, with a vote thereon being: YES (5) NO (0) ABSENT (2), at a regular meeting of the City Council held pursuant to public notice in compliance with the Michigan Open Meetings Act, on the 5th day of September 2017. Ordinance No. 211 declared adopted this 5th day of September 2017.

Yes (5) Brown, Droscha, Ferris, Madden, Vogel

No (0)

Absent (2) Waltz, Whipple

ORDINANCE ADOPTED

NEW BUSINESS

Resolution 2017-31 – Termination of Hayhoe Riverwalk Bridge Grant Agreements (CM-01-HAY-SC and CM-02-HAY-SC) and Request for Reallocation of Funds

MOTION by Droscha, second by Ferris,
to adopt Resolution 2017-31.

Vogel asked for clarification related to the request to reallocate funds. Stuart noted it would ultimately be the County's decision and that the Council was requesting consideration of the reallocation. *Whipple joined the meeting.

**CITY OF MASON
CITY COUNCIL RESOLUTION 2017-31
TERMINATION OF HAYHOE RIVERWALK BRIDGE GRANT AGREEMENTS (CM-01-HAY-SC AND
CM-02-HAY-SC) AND REQUEST FOR REALLOCATION OF FUNDS
September 5, 2017**

WHEREAS, the City of Mason received funding in the amount of \$108,762 from Ingham County Trails and Parks Millage funds for the purpose of rehabilitating two existing pedestrian bridges on the Hayhoe Riverwalk Trail as eligible for funding, those being: 1) north of West Elm Street and 2) near West South Street; and

WHEREAS, the City of Mason and Ingham County Trails executed two grant agreements (the "Agreements") outlining the terms of the funding in August 2016; and

WHEREAS, the City of Mason bid the projects and they came in significantly over budget; and

WHEREAS, the City Engineer and the City Council agree that these are not addressing a health or safety risk and thus are not a priority for increased funding; and

WHEREAS, Section 3 of the Agreements allows for termination of the Agreement if one of the parties notifies the other party and returns any allocated funding; and

WHEREAS, the City of Mason has submitted and will be submitting projects for future funding that has not been bid yet and may come in over budget; and

WHEREAS, the City Council believes it would be critical to reallocate the funding for higher priority projects within the existing trail system in Mason.

NOW THEREFORE BE IT RESOLVED, that the City Council hereby authorizes the City Administrator to submit a notice of Termination to Ingham County related to the Agreements CM-01-HAY-SC AND CM-02-HAY-SC.

BE IT FURTHER RESOLVED, that the City Council hereby authorizes the City Administrator to request the funds be reallocated to any increases in costs related to the Howell Road extension due to bids coming in high and/or the proposed Kerns Road extension.

Yes (6) Brown, Droscha, Ferris, Madden, Vogel, Whipple

No (0)

Absent (1) Waltz

RESOLUTION APPROVED

Resolution 2017-32 – Authorizing an Application to the Ingham County Regional Trails and Parks Millage Fund for the Extension of the Hayhoe Riverwalk Trail on Kerns Road

MOTION by Droscha, second by Brown,
to adopt Resolution 2017-32.

**CITY OF MASON
CITY COUNCIL RESOLUTION 2017-32
AUTHORIZING AN APPLICATION TO THE INGHAM COUNTY REGIONAL TRAILS AND PARKS
MILLAGE FUND TO THE EXTENSION OF THE HAYHOE RIVERWALK TRAIL ON KERNS ROAD
September 5, 2017**

WHEREAS, the City of Mason is eligible to apply for Ingham County Trails and Parks Millage funds for the purpose of regional recreational amenity maintenance;

WHEREAS, the Ingham County Trails and Parks Comprehensive Report identifies the Hayhoe Riverwalk Trail Extension (the "Project") as an eligible project under new construction;

WHEREAS, the Project is critical to the functionality of the Hayhoe Riverwalk Trail as a major connector to the Cedar Street corridor, as supported by the City's Master Plan and Recreation Plan;

WHEREAS, the City Council believes the Project will be an asset to the community and that allocating \$17,031 from the Rayner Bond Fund is in the best interest of the City of Mason residents and will leverage 90% of the project costs;

WHEREAS, the estimated Project cost is \$170,312 and \$153,281 will be requested of the Ingham County Regional Trails and Parks Millage Fund.

NOW THEREFORE BE IT RESOLVED, the City Council hereby authorizes the City Administrator to submit a grant request to the Ingham County Trails and Parks Millage Fund for the Project and negotiate final terms

of the grant agreement consistent with this resolution, if selected for funding; and

BE IT FURTHER RESOLVED, the City Council hereby authorizes the budget amendments within the current fiscal year required to facilitate this project consistent with this resolution, if selected for funding prior to July 1, 2018.

Yes (6) Brown, Droscha, Ferris, Madden, Vogel, Whipple

No (0)

Absent (1) Waltz

RESOLUTION APPROVED

MOTION – Confirmation of the Appointment by the City Administrator of Paul Borle as Finance Director

MOTION by Brown, second by Droscha,
to confirm the appointment by the City Administrator of Paul Borle as Finance Director.

Yes (6) Brown, Droscha, Ferris, Madden, Vogel, Whipple

No (0)

Absent (1) Waltz

MOTION APPROVED

DISCUSSION – SOCIAL MEDIA POLICY

Whipple asked for thoughts that would assist the Administrator in developing a Social Media Policy.

Brown noted the policy should: authorize City Administrator to have formal oversight on implementing policy; authorize City Administrator to determine appropriate content on individual social media pages; authorize City Administrator to decide on standards of conduct for employees of the City and City residents and to use her/his discretion to block someone who posts an objectionable post and continues to violate the social media guidelines.

Vogel commented that people need to be thoughtful about posts and their content; a post should be informative/educational/inspirational. She noted concerns about sensitive information being shared. The City budget should not be part of this discussion. The City needs a social media presence – one city, one voice.

Droscha noted concerns about staffing having time to do their actual job and should present information only He requested the policy not take priority over other issues like the Art Policy.

Whipple voiced his concern that the page should only exist to further the City of Mason with the City Administrator determining the needs of the Facebook page and how to manage it. That the City Administrator should also put together the guidelines and standards. The Facebook page should be a means to an end, an information page only.

Madden noted that policy needs to be in place related to Social media including Facebook.

Ferris note the importance of linking to the City of Mason website which is very informative.

DISCUSSION – CITY COUNCIL WORKSHOP (WHIPPLE/FERRIS)

It was decided to hold a workshop to discuss Council decorum immediately following the Council meeting on September 18, 2017. Ferris voiced her request for an additional workshop later in the year to discuss goals and objectives.

COUNCILMEMBER REPORT

- Ferris reported Tree Commission will be meeting on September 6; Methodists are having a rummage sale; Mason Cares takes place September 11 from 1 – 5 pm and the 911 Ceremony begins at 7 pm; Down Home Days will be held on September 16.
- Droscha reported there will be a recital at the United Methodist Church on September 17
- Whipple reported that the Mason Fire Department Association will host its annual Pancake Breakfast on Saturday, September 16, from 7 – 11 am

- Vogel mentioned that Mason Rocks is run by kids painting and hiding rocks around the City to spread joy and love. She cautioned the kids not to put the rocks in grass that DPW staff might mow over nor to put the rocks on private property.

ADMINISTRATOR'S REPORT

Elizabeth Hude has begun as the Community Development Coordinator, Sarah Jarvis will begin as the City Clerk/Human Resources Coordinator on Monday, September 18, and Paul Borle is scheduled to begin as Finance Director/Treasurer in mid-October.

ADJOURN

The meeting adjourned at 8:00 p.m.

Deborah Stuart, Acting City Clerk

Russell W. Whipple, Mayor