



## **City Council Meeting**

February 21, 2023

6:00 p.m.

Cadillac Municipal Complex

Council Chambers

200 N. Lake St.

Cadillac, MI 49601



February 21, 2023 City Council Meeting Agenda  
6 p.m. at City Hall - 200 N. Lake St. – Cadillac, MI 49601

*We are continuous learners*

CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL

I. APPROVAL OF AGENDA

II. PUBLIC COMMENTS

This opportunity for public comment provides the public with a chance to make a statement regarding any subject matter. Public comment is not an opportunity to necessarily ask questions or converse with City Staff, Council Members or other meeting attendees. Contact information for Council and staff is available on our website, [www.cadillac-mi.net](http://www.cadillac-mi.net), or can be obtained by calling (231) 775-0181. Comment time is limited to 3-minutes, and unused time may not be yielded back or given to someone else to use.

III. CONSENT AGENDA

All items listed on the consent agenda are considered routine and will be enacted by one motion with roll call vote. There will be no separate discussion of these items unless a Council Member so requests it, in which event the items will be removed from the consent agenda and discussed separately.

A. Minutes from the regular meeting held on February 6, 2023  
Support Document III-A

IV. COMMUNICATIONS

A. Presentation of FY2022 Audit Results by Joe Verlin of Gabridge & Co.

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### **V. APPOINTMENTS**

- A. Recommendation regarding reappointment to the Construction Board of Appeals.  
Support Document V-A
- B. Recommendation regarding reappointment to the Construction Board of Appeals.  
Support Document V-B
- C. Recommendation regarding reappointment to the Construction Board of Appeals.  
Support Document V-C
- D. Recommendation regarding reappointment to the Construction Board of Appeals.  
Support Document V-D
- E. Recommendation regarding reappointment to the Brownfield Redevelopment Authority.  
Support Document V-E
- F. Recommendation regarding reappointment to the Historic Districts Commission.  
Support Document V-F
- G. Recommendation regarding reappointment to the Downtown Development Authority.  
Support Document V-G

### **VI. CITY MANAGER'S REPORT**

- A. After 26 Depot Café/Amvets Parking Request.  
Support Document VI-A
- B. Bids and recommendation regarding Lake Management Consulting Services.  
Support Document VI-B
- C. Recommendation regarding purchase of vehicles.  
Support Document VI-C

### **VII. ADOPTION OF ORDINANCES AND RESOLUTIONS**

- A. Adopt resolution regarding the Canada Goose Nest/Egg Destruction and the Round Up and Hold Programs.  
Support Document VII-A

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### **VIII. PUBLIC COMMENTS**

This opportunity for public comment provides the public with a chance to make a statement regarding any subject matter. Public comment is not an opportunity to necessarily ask questions or converse with City Staff, Council Members or other meeting attendees. Contact information for Council and staff is available on our website, [www.cadillac-mi.net](http://www.cadillac-mi.net), or can be obtained by calling (231) 775-0181. Comment time is limited to 3-minutes, and unused time may not be yielded back or given to someone else to use.

### **IX. GOOD OF THE ORDER**

### **X. ADJOURNMENT**

#### ***Core Values (R.I.T.E.)***

*Respect*

*Integrity*

*Trust*

*Excellence*

#### ***Guiding Behaviors***

*We support each other in serving our community*

*We communicate openly, honestly, respectfully, and directly*

*We are fully present*

*We are all accountable*

*We trust and assume goodness in intentions*

*We are continuous learners*

## CITY COUNCIL MEETING MINUTES

February 6, 2023

Cadillac City Hall - 200 N. Lake St. - Cadillac, Michigan 49601

### CALL TO ORDER

Mayor Filkins called the City Council meeting to order at approximately 6:00 pm.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

Council Present: Elenbaas, Schippers, King, Engels, Mayor Filkins  
Council Absent: None  
Staff Present: Peccia, Dietlin, Roberts, Homier (via Zoom), Lanning

### APPROVAL OF AGENDA

2023-011 Approve agenda as presented.

Motion was made by Schippers and supported by Elenbaas to approve the agenda as presented.

Motion unanimously approved.

### PUBLIC COMMENTS

There were no public comments.

### CONSENT AGENDA

2023-012 Approve consent agenda as presented.

Motion was made by Schippers and supported by Elenbaas to approve the consent agenda as presented.

Motion unanimously approved.

### COMMUNICATIONS

#### A. Craft Beer Festival

2023-013 Approve Banner Display, Street/Parking lot closures, Serving Alcoholic Beverages.

Motion was made by Schippers and supported by Elenbaas to approve the display of a banner from September 18-25, 2023, the requested street and parking lot closures from 10 AM-10 PM and serving of alcoholic beverages in the City Park from 1 PM – 9 PM on September 23, 2023, for the Craft Beer Festival.

Motion unanimously approved.

## APPOINTMENTS

- A. Recommendation regarding reappointment to the Historic Districts Commission.

### 2023-014 Approve reappointment to the Historic Districts Commission.

Motion was made by Elenbaas and supported by King to approve the reappointment of John Iehl to the Historic Districts Commission for a 3-year term to expire on February 6, 2026.

Motion unanimously approved.

## CITY MANAGER'S REPORT

- A. Hardship (Poverty) Exemption Policy.

Peccia noted the annual Hardship (Poverty) Exemption Policy is required pursuant to Public Act 390. He stated the recommendation is to adopt the updated Hardship (Poverty) Exemption Policy utilizing the 2022 Health and Human Services Poverty guidelines as well as a \$50,000 asset guideline, excluding the primary home.

### 2023-015 Approve Hardship (Poverty) Exemption Policy.

Motion was made by Engels and supported by Elenbaas to adopt the updated Hardship (Poverty) Exemption Policy utilizing the 2022 Health and Human Services Poverty Guidelines as well as a \$50,000 asset guideline, excluding the primary home.

Motion unanimously approved.

- B. Out-of-State Travel Request.

Peccia stated that Ken Payne, DPW Operations Manager requests Council approval to attend an out-of-state conference. He will be attending the North American Snow Conference in Omaha, Nebraska in April 2023. Estimated cost of out-of-state travel is \$2,000. Funds are available in the Stores and Garage Fund accordingly.

### 2023-016 Approve Out-of-State Travel.

Motion was made by Schippers and supported by Elenbaas to approve the out-of-state travel request for Ken Payne, DPW Operations Manager, as presented.

Motion unanimously approved.

- C. Recommendation regarding purchase of Channel Monster grinder unit.

Peccia informed Council of the need to acquire a Channel Monster grinder that is utilized at the Wastewater Treatment Facility. Staff is knowledgeable in installing this equipment and this would save on installation costs. The same equipment was installed in 2016 and we would like to continue with the same manufacturer. The cost is \$46,315.80 and funds are available in the Water and Sewer Fund. Elenbaas inquired which grinder failed and if it was the one purchased in 2016. Dietlin informed Council that the one that failed was purchased in 1997.

2023-017 Waive Competitive Bidding for Replacement Channel Monster.

Motion was made by Elenbaas and supported by Schippers to waive competitive bidding regarding purchase of replacement Channel Monster.

Motion unanimously approved.

2023-018 Award Purchase of Replacement Channel Monster.

Motion was made by Engels and supported by Elenbaas to award the purchase of a replacement Channel Monster to JWC Environmental in the amount of \$46,315.80.

Motion unanimously approved.

D. Setting Budget Related Work Sessions.

2023-019 Set Budget Related Work Sessions.

Motion was made by Schippers and supported by Elenbaas to approve the Fiscal Year 2024 Budget Work Session dates & times as presented.

Motion unanimously approved.

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER

Schippers stated she had the pleasure of visiting the Cadillac High School 9<sup>th</sup> grade Civics class; taught by Mr. Sitts. Schippers talked with students on how city government works and about the Cadillac Mayor's Youth Council. Schippers was very impressed on how well the students were prepared and by the caliber of questions she received.

Elenbaas noted he is very happy to see that Einstein's Bike Shop will open a new business in Cadillac.

Mayor Filkins requested that in the future if any member of Council is not going to be attending the meeting, she would like to get an email letting her know ahead of time.

ADJOURNMENT

Respectfully submitted,

Carla J. Filkins, Mayor

Keri L. Lanning, Deputy Clerk

February 21, 2023

## **COUNCIL COMMUNICATION**

*Re: Reappointment of Ken Bigelow to a Two-Year Term on the Construction Board of Appeals.*

Ken Bigelow has expressed his interest in continuing to serve on the Construction Board of Appeals for a 2-year term. Ken has been a member of this board since 2015.

### **Recommended Council Action:**

Motion to reappoint Ken Bigelow to a 2-year term on the Construction Board of Appeals, which will expire on 3/2/2025.

February 21, 2023

## **COUNCIL COMMUNICATION**

*Re: Reappointment of Connie Houk to a Two-Year Term on the Construction Board of Appeals*

Connie Houk has expressed interest in continuing her service on the Construction Board of Appeals for another two-year term. She was originally appointed in 2015.

### **Recommended Council Action:**

Motion to reappoint Connie Houk to a two-year term on the Construction Board of Appeals, which will end on 3/2/2025.

February 21, 2023

## **COUNCIL COMMUNICATION**

*Re: Reappointment to Construction Board of Appeals – Randy Norman*

Randy Norman has expressed interest in continuing his service on the Construction Board of Appeals for another 2-year term. He was originally appointed in 2015.

### **Recommended Council Action:**

Motion to reappoint Randy Norman to a 2-year term on the Construction Board of Appeals, which will end on 3/02/2025.

February 21, 2023

## **COUNCIL COMMUNICATION**

*Re: Reappointment of John Saari to a Two-Year Term on the Construction Board of Appeals*

John Saari has expressed interest in continuing his service on the Construction Board of Appeals for another two-year term. He was originally appointed in 2015.

### **Recommended Council Action:**

Motion to reappoint John Saari to a two-year term on the Construction Board of Appeals, which will end on 3/2/2025.

February 21, 2023

## **COUNCIL COMMUNICATION**

*Re: Reappointment of Brian Warner to a Three-Year Term on the Brownfield Redevelopment Authority*

Brian Warner has expressed his interest in being reappointed to serve as a member on the Brownfield Redevelopment Authority for a three-year term. Brian has been a member on the board since 2017.

### **Recommended Council Action:**

Motion to reappoint Brian Warner to a three-year term on the Brownfield Redevelopment Authority, which will end on 3/06/2026.

February 21, 2023

## **COUNCIL COMMUNICATION**

*Re: Reappointment of Michelle Carder to a Three-Year Term on the Cadillac Historic Districts Commission*

Michelle Carder has expressed interest in continuing her service on the Cadillac Historic Districts Commission for another three-year term. She was originally appointed in 2017.

### **Recommended Council Action:**

Motion to reappoint Michelle Carder to a three-year term on the Cadillac Historic Districts Commission, which will end on 3/20/2026.

February 21, 2023

## **COUNCIL COMMUNICATION**

*Re: Reappointment of Curtis Schultz to a Four-Year Term on the Downtown Development Authority (DDA)*

Curtis Schultz has expressed interest in continuing his service on the Downtown Development Authority (DDA) for another four-year term. He was originally appointed in 1999.

### **Recommended Council Action:**

Motion to reappoint Curtis Schultz to a four-year term on the Downtown Development Authority (DDA), which will expire on 03/01/2027.

February 21, 2023

## COUNCIL COMMUNICATION

### *Re: After 26 Depot Café/Amvets Parking Request*

Requests from the two organizations located at 127 W. Cass Street, After 26 Café and Amvets, have come in regarding access to dedicated parking along the eastern side of their building. The primary reason for their request is due to difficulties in having patron parking available adjacent to their main front doors due to the frequency of special events and activities that occur in the Market at Cadillac Commons. While other Cadillac businesses may be impacted by special events and activities because the Market at Cadillac Commons facility is located within the same area or space as the Café and Amvets, it creates a unique parking challenge.

The total number of spaces that are being requested to be identified as dedicated parking, only when either operation (After 26 or Amvets) is open, is ten, and that includes four handicapped spots already in place. The following graphic shows the area highlighted in yellow:



Staff concurs with the request, and recommends approval with the following conditions:

1. The ten parking spaces as shown above would be designated for use by the building at 127 W. Cass, commonly known as the After 26 Café and/or Amvets building and would only be designated for their use when either operation is open for business.
2. The City reserves the right to remove the parking designation at any time but will give as much advance notice as possible to the tenants at 127 W. Cass should removal, temporary or otherwise, be necessary.

### **Recommended Action**

Council considers approval of the designation of the ten parking spaces as presented.

February 21, 2023

## Council Communication

*Re: Lake Management Consulting Services*

The City of Cadillac recently received proposals for lake management consulting services. The selected firm will be responsible for managing the Lake Cadillac Invasive Species Control Program and for educating the staff and public on best practices and management options. Firms were asked to provide not-to-exceed annual fees for a period of three years. Beginning in 2026, this contract will automatically renew in one-year increments. Annual contractual fees may increase up to the rate of inflation, calculated using the annual increase in the Consumer Price Index for All Items as of September 30 each year.

The following proposals were received:

| CONSULTING FIRM                                     | 2023     | 2024     | 2025     |
|-----------------------------------------------------|----------|----------|----------|
| <b>Restorative Lake Sciences</b><br>Spring Lake, MI | \$10,000 | \$10,500 | \$10,500 |
| <b>Progressive A/E</b><br>Grand Rapids, MI          | \$13,500 | \$13,500 | \$13,500 |

The City is familiar with the two firms who submitted bids and would be comfortable recommending either for approval. However, Restorative Lake Sciences (RLS) has the most recent familiarity with Lake Cadillac, has met all contractual obligations in a professional and timely fashion and presented the most competitive bid.

### Recommended Action

It is recommended that Council award a contract for professional lake management services to Restorative Lake Sciences in accordance with their proposal. Funds will be available in the Lake Treatment Fund.

February 21, 2023

## Council Communication

*Re: Purchase of Vehicles*

Purchasing vehicles in a post-pandemic environment has presented significant challenges to the City, as the availability of trucks with the required specifications for City operations has been minimal. In fact, City Council approved the purchase of two trucks in February, 2022, and neither of these trucks were ever delivered. One was never manufactured, the other was manufactured with different specifications than ordered and at significant additional expense, which was not acceptable to staff and therefore delivery of the truck was stopped.

Recently, City staff reached out to multiple MiDEAL vehicle vendors in an effort to once again find out about the availability of vehicles that could be purchased in accordance with the program. One particular dealer – Todd Wenzel GMC - had just received a large order of trucks after many months of waiting. Due to the time it took for the trucks to be manufactured and delivered, several municipalities were unable to take delivery of their order, making a number of vehicles open for purchase by other municipalities.

In discussions with the dealer's representative, the City would like to purchase up to seven trucks, including:

- 2023 GMC 1-Ton dump truck (DPW) - \$61,030
- 2023 GMC Sierra 3500HD 4x4 (DPW) - \$40,805
- 2023 GMC Sierra 2500HD 4x4 Double Cab (Utilities) - \$47,781 (including plow)
- 2023 GMC Sierra 3500HD 4x4 Cab and Chassis + Service Body (Utilities) - \$63,500 (includes cab/chassis, service body with crane, wiring for existing plow)
- 2023 GMC Sierra 2500HD 4x4 Crew Cab (Utilities) – \$53,622 (including plow and lift gate)
- Two additional trucks with similar specifications at a cost of \$40,000-\$55,000 once final availability is determined by dealer

In addition, the FY2024 budget is expected to include the purchase of a police patrol vehicle. Delivery times and availability are a significant issue with these vehicles as well. The same dealer that had the trucks also may have an SUV-style AWD police patrol vehicle available with a purchase price of around \$42,000. City staff would like the authorization to purchase a PPV as soon as availability is determined and is including this request as part of this action.

### **Recommended Action**

It is recommended that the City Council approve the authority to participate in the MiDEAL cooperative purchase plan and to purchase up to seven new trucks for the Department of Public Works and the Water and Sewer Department and one police patrol vehicle from Todd Wenzel GMC of Westland. Funds are available in the General Fund, the Water and Sewer Fund, and the Stores and Garage Fund.

February 21, 2023

## **Council Communication**

*Re: Canada Goose – Nest/Egg Destruction & Capture and Removal*

As a prerequisite to participate in the Canada Goose Nest/Egg Destruction and the Round Up (Capture) and Hold Canada Geese Programs, the Michigan Department of Natural Resources requires a resolution by the local government which represents the property owners of the subject lake.

### **Recommended Action**

It is recommended that City Council approve the resolution to participate in the Canada Goose Nest/Egg Destruction and the Round Up and Hold Programs.

CITY OF CADILLAC, MICHIGAN

A regular meeting of the Cadillac City Council was held in Council Chambers, Cadillac Municipal Complex, 200 N. Lake Street, Cadillac, Michigan, on February 21, 2023, at 6:00 PM.

Council Members Present: \_\_\_\_\_

Council Members Absent: \_\_\_\_\_

The following resolution was offered by Council Member XXXXX and supported by Council Member XXXXXX.

WHEREAS, the Michigan Department of Natural Resources – Wildlife Division requires a resolution to apply for and participate in the Canada Goose Nest/Egg Destruction and the Round Up (Capture) and Hold Canada Geese Programs, with the understanding that Geese may be killed; and

WHEREAS, the City of Cadillac would like to apply for the permits for Lake Cadillac and participate in both programs;

NOW, THEREFORE BE IT RESOLVED, THAT: The City of Cadillac approves Lake Cadillac as a site for both the Canada Goose Nest/Egg Destruction and Round Up (Capture) and Hold Canada Geese programs. This resolution will be valid for five (5) years, 2023-2027.

Ayes: COUNCIL MEMBERS: \_\_\_\_\_

Nays: \_\_\_\_\_

RESOLUTION DECLARED AND ADOPTED.

\_\_\_\_\_  
Sandra Wasson, City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Cadillac, County of Wexford, Michigan, at a regular meeting held on the February 21, 2023.

\_\_\_\_\_  
Sandra Wasson, City Clerk  
200 N. Lake Street  
Cadillac, MI 49601  
(231) 775-0181

\_\_\_\_\_  
Date