

**CITY OF EVART
REGULAR VIRTUAL COUNCIL MINUTES
Monday February 1, 2021 @ 8:00PM**

The meeting was called to order by Mayor Chris Emerick at 8:00pm.

Present (via roll call): Sean Duffy, City of Evart, Osceola County MI, attending remotely
Dan Elliott, City of Evart, Osceola County MI, attending remotely
Mayor Emerick, City of Evart, Osceola County MI, attending remotely
Matt Hildebrand, City of Evart, Osceola County MI, attending remotely
Sandy Szeliga, City of Evart, Osceola County MI, attending remotely

Present: City Manager Sarah Dvoracek, Assistant City Manager/Director of Public Works Mark Wilson, Finance Director/Treasurer Pepper Lockhart, Communications Director (Meeting Host) Melissa Rohen, Chief of Police John Beam, Downtown Development Director Eric Kehoe, City Attorney James White, City Clerk Kathy Fiebig

Guests (per Zoom ID): Scott, Janet, Evart Farmers Market, John, Ralph Carlson, Laurie Chase, Steve P Michigan, Lynn Salinas, Cathie Crew, Megan Erickson, Jason O'Dell, Roger Elkins, Janet's iPad

Citizens Comments: *Roger Elkins gave kudos to Dan Elliott, former LDFA director, for facilitating the purchase of the CSX right of way through Evart in the 90's which provided opportunities for industrial development as well as added recreation and cultural opportunities for all Evart residents.*

Approval of Agenda

Ms. Dvoracek requested that the Garden Club memo be added to the agenda following Item K. Motion by Mayor Emerick to approve the agenda with this addition. Support by Mr. Elliott. Motion passed with a roll call vote; all were in favor.

Approval of Consent Agenda

B. Regular Virtual Council Minutes – January 19, 2021

C. Strategic Planning Minutes – January 25, 2021

D. Vendor's List \$40,211.34

Motion by Mayor Emerick to approve the Consent Agenda as presented. Support by Mr. Hildebrand. Motion passed with a roll call vote; all were in favor.

Unfinished Business

E. Draft Ordinance – Housing Code

Ms. Dvoracek requested that council set a public hearing date to meet in conjunction with the board of directors of the Downtown Development Authority (DDA) to present this ordinance to city residents. She intends to invite all owners of rental properties and will reach out to tenants while still publicizing the meeting through all normal channels. The public hearing was tentatively scheduled for Monday, March 8th, pending availability of DDA board members.

F. Riverside Park Improvements – postponed

G. Noise Ordinance

Mr. White questioned Sec.26-79 (a)(4) regarding *blowers*, wondering if this would prohibit leaf blowers. Mr. Wilson explained that this is intended to regulate exhaust fans. Mr. Elliott suggested adding

language to allow emergency repairs after hours to Sec.26-79 (2), removing “hospitals” and “courthouses” from 3(c) and changing the last sentence of (8) to reflect that events would be approved by staff rather than by council. Motion by Mr. Hildebrand to approve the Noise Ordinance with these changes. Support by Mr. Elliott. Motion passed with a roll call vote; all were in favor.

New Business

H. Downtown Development Authority/Michigan Main Street Presentation -Eric Kehoe, Director
Mr. Kehoe did a PowerPoint presentation regarding the goals and benefits of the Michigan Main Street program and reviewed the DDA’s 2021 work plan.

I. Approval of Standard Operating Procedures for Boards and Commissions – Policy #2021-01

Ms. Dvoracek believes that this policy will streamline the process of appointing citizen volunteers to City boards and commissions while improving transparency, education, and organization. Staff has been interviewing applicants for a couple of years now and providing handbooks which contain the public act, minutes, and ordinance. This policy will standardize that process. Mr. Hildebrand suggested adding templates for agendas and minutes. Motion by Mr. Duffy to approve Policy 2021-01 Standard Operating Procedures for Boards and Commissions. Support by Ms. Szeliga. Motion passed with a roll call vote; all were in favor.

J. Appointments for Boards and Commissions (Terms)

Ms. Fiebig has been researching current membership of all boards and commissions and has uncovered numerous inconsistencies. In some cases, there is no written record of a member being appointed. In others, members were appointed after someone resigned and were given a full term when city code specifies that such appointments fill out the remainder of the term. She suggested that all board and commission terms be tied to the calendar year and begin in January as we now have terms expiring throughout the year, based on appointment date. Mr. Hildebrand remarked that this could lead to council being overwhelmed in January trying to fill vacancies and suggested that vacancies on each board or commission be appointed in an assigned month each year. This would bring better order to the process without having to deal with all of it in January. Motion by Mr. Hildebrand to bring all current appointments up to date and standardize the process for all appointments and end terms. Support by Mr. Duffy. Motion passed with a roll call vote; all were in favor.

K. Proposed Policy Revisions for Evert Police Department

Due to recent federal grant eligibility changes the Evert Police Department had to apply for Department of Justice (DOJ) – Use of Force Certification. During that process Chief Beam was advised that the language in the departments Response to Resistance policy regarding choke holds and vascular restraint was not strong enough. He has revised the language to meet DOJ standards and it has been approved by the Michigan Chief’s Association. Motion by Mr. Elliott to approve the Proposed Policy Revisions for Evert Police Department as presented. Support by Mr. Hildebrand. Motion passed with a roll call vote; all were in favor.

K.2 Evert Garden Club memo

Ms. Fiebig presented a budget and work plan for 2021 as the club would like to continue the partnership with the city. The club will continue to plant and maintain all bump out gardens along Main Street, will plant and maintain the library bed along US10 and will maintain Cant Hook Park. Mr. Wilson pointed out that the bump out drains must be addressed and that this should not be charged to the club as the problems are due to a design flaw. Council was in favor of moving forward to try to address the problems. Ms. Dvoracek advised council that the club has requested that the city address snow plowing damage and that the city is committed to doing so. Motion by Mr. Hildebrand to approve the garden club budget for 2021. Support by Mayor Emerick. Motion passed with a roll call vote; all were in favor.

Department/Informational Reports (No Action Needed)

L. Accounts Payable Report (1/20/2021 – 2/1 2021)

M. Payroll Reports (1/20/2021 O 2/1/2021)

N. Revenue & Expense Report – January 2021 (email 1/29/2021)

City Attorney Report/Comment

Mr. White addressed the request to remove a member of the Housing Commission. He believes it would be premature to take any action without the investigation and report from the parties responsible to do so. He is working with Ms. Dvoracek on a development agreement and he is reviewing the agreement with Point Broad Band.

City Clerk Report/Comment

O. Election Coordinating Committee Report for the Mecosta Osceola Intermediate School District (MOISD) – January 2021

City Manager Report/Comment

Ms. Dvoracek reminded council the due to Presidents' Day, the next meeting will be on Tuesday, February 16. The City Assessor will present his report and she stated that it's very positive. The economic development efforts are working and his data will back that up.

Finance Director Report/Comment – none

Department of Public Works Report/Comment – none

Police Department Report/Comment – none

Downtown Development Authority Report/Comment – none

Citizens' Comments: none

Motion by Mayor Emerick to adjourn. Support by Mr. Duffy. Motion passed with a roll call vote; all were in favor.

The meeting adjourned at 9:31pm.



Kathy Fiebig
City Clerk