

**CITY OF EVART  
VIRTUAL REGULAR COUNCIL MEETING  
Tuesday, February 16, 2021 @ 8:00PM**

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

**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  
Sandra Szeliga, City of Evart, Osceola County MI attending remotely

**Present:** City Manager Sarah Dvoracek, Assistant City Manager/Director of Public Works Mark Wilson (Meeting Co-Host), Finance Director/Treasurer Pepper Lockhart (Meeting Co-Host), Chief of Police John Beam, City Attorney James White, City Assessor David Kirwin, City Clerk Kathy Fiebig

**Guests (per Zoom ID):** Cathie Crew, Annette Walters, Evart Farmers Market, Ralph Carlson, Laurie Chase, Janet's iPad, Nadia Lake, Emily Oldenburg, Katie Reed, 1231\*\*\*\*815, Roger Elkins

**Citizens' Comments:** none

**Approval of Agenda**

Ms. Dvoracek added the DDA report to Item 15. Motion by Mayor Emerick to approve the agenda with this change. Support by Mr. Duffy. Motion passed with a roll call vote; all were in favor.

**Consent Agenda**

- B. Regular Virtual Council Minutes – February 1, 2021
- C. Planning Commission Minutes – December 28, 2020
- D. Special Planning Commission Minutes – February 3, 2021
- E. Vendor's List \$33,825.35

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

**Unfinished Business**

- F. Draft Ordinance – Housing Code (*Public Hearing March 22, 2021 @ 6:30pm*)
- G. Riverside Park Improvements (*postponed*)
- H. Appointments to Boards and Commissions (*postponed*)

**New Business**

- I. City Assessor 2021 Assessment Roll Presentation – David Kirwin

Mr. Kirwin shared a PowerPoint presentation with council. Despite the pandemic, the real estate market was not impacted. Cost of construction is high, but interest rates are low and the housing inventory (houses on the market) is historically low. City of Evart's current assessed value is \$37,657,100 while the previous assessed value was \$35,780,700. The current taxable value increased to \$31,097,847 from \$30,062,247. Industrial assessments were expected to decrease but increased due to Lume's grow facility expansion. Real estate sale prices in 2019 averaged \$65,000 and in 2020 averaged \$76,000. The number of sales have dropped but prices have risen substantially. Due to the current trend of

residential sales coupled with the recent sale of the Pittsburgh Glass Building, Mr. Kirwin anticipates another significant increase in assessed values this year.

**J. Requesting Approval of the Planning Commission 2020 Annual Report**

Motion by Mr. Duffy to accept the Planning Commission's 2020 Annual Report as presented. Support by Mr. Hildebrand. Motion passed with a roll call vote; all were in favor.

**K. Requesting Approval of Strategic Plan and Goals for 2021**

Ms. Dvoracek has revised this document to reflect council's input during the Special Meeting on January 25, 2021 addressing strategic planning. Motion by Mr. Hildebrand to approve the Strategic Plan and Goals for 2021 as presented. Support by Mayor Emerick. Motion passed with a roll call vote; all were in favor.

**L. Requesting Approval of the Evert Historic District Commission Bylaws**

The Historic District Commission (HDC) drafted and passed bylaws on October 14, 2020. However, it was deemed necessary to strengthen the conflict-of-interest clause to better support the City's Certified Local Government application. The bylaws were revised and passed by the HDC on February 10, 2021. A two-hour annual training requirement was also added. Motion by Mr. Elliott to pass the Evert Historic District Bylaws as presented. Support by Mr. Duffy. Motion passed with a roll call vote; all were in favor.

**M. Requesting Approval of Resolution 2021-02 – Creating and Adopting a Budget for the Evert Historic District Commission**

Due to the lack of an architect on the HDC, as is required, Ms. Dvoracek recommended allowing the Commission to hire one as a consultant if needed. These funds will also cover any training expenses for the HDC. Motion by Mr. Hildebrand to approve Resolution 2021-02. Support by Mayor Emerick. Motion passed with a roll call vote; all were in favor.

**N. Requesting Approval of Point Broadband's Metro Act Permit Application**

Point Broadband, formerly Casair, has applied for a METRO Acts Permit to install fiber optic cable throughout the City of Evert. Ms. Dvoracek noted that the application does not include servicing the industrial park, and she intends to ask them to do so. She believes this project will benefit all city residents, offering another internet option and improved internet quality. Motion by Mr. Duffy to approve the Permit Application. Support by Mr. Hildebrand. Motion passed with a roll call vote; all were in favor.

**Department/Informational Reports (No Action Needed)**

**O. Accounts Payable Report (2/2/2021 – 2/16/2021)**

**P. Payroll Reports (2/2/2021 – 2/16/2021)**

**Q. Summary of All Funds – January 2021**

**R. Fire Department Minutes – January 11, 2021 & January 12, 2021**

**City Attorney Report/Comments**

Mr. White has reviewed the Housing Code and believes that it will work well. He has reviewed the Point Broadband permit application, as well as the contract between the Downtown Development Authority (DDA) and the Farmers Market Manager. He also reviewed the DDA's lease agreement for the pop-up space on Main Street.

**City Clerk Report/Comments – none**

**City Manager Report/Comment**

**S. City Manager Monthly Report – January 2021**



Ms. Dvoracek noted that Municode will be submitting the final draft of the recodification document shortly.

**T. Board of Review Training 2021 – FYI**

Ms. Dvoracek invited any interested city officials or residents to attend this training on February 25 from 1-4pm. She noted that there is one vacancy on the Board of Review.

**Finance Director Report/Comment**

**U. Finance Director's Monthly Report – January 2021**

**Department of Public Works Report/Comment**

**V. DPW Monthly Report – January 2021**

Mr. Wilson will be attending the virtual Michigan Airport Conference this week.

**W. RCB Contracting Evaluation**

Mr. Wilson remarked that this is the first evaluation of a contractor (per council's previous instruction) and that he is pleased with the process. He believes it would be useful to use this for short term contracts as well.

**Police Department Report/Comment**

**X. Police Department Report/Comment**

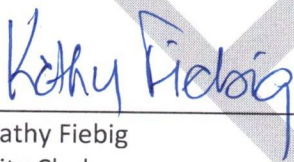
**Downtown Development Authority Report/Comment**

Ms. Dvoracek reminded council that this report was emailed to them earlier today.

**Citizens' Comments:** none

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

The meeting was adjourned at 8:58pm.



Kathy Fiebig  
City Clerk