

**MINUTES OF A WORK SESSION OF THE MILAN CITY COUNCIL  
HELD ON APRIL 11, 2016, AT 6:30 P.M. IN THE COUNCIL CHAMBERS,  
147 WABASH STREET, MILAN, MI 48160**

The work session was opened at 6:40 p.m.

**COUNCIL MEMBERS PRESENT:** Mayor Armitage, Council Members Churchill, Gee, Gilson, Hamden, Kerkes, Thompson

**OTHERS OFFICERS PRESENT:** City Administrator Smith, City Attorney Mann, Building/Zoning Official Grostick, City Clerk Frye, City Treasurer Samborski, MIS/Communication Director Slay, Police Chief Tillery, Parks and Recreation Director Bell

**OTHERS PRESENT:** Marty Ritchie, Sean Jenkins

**Discussion was held on the following items:**

**1. Discuss the possibility of implementing a canoe/kayak livery.**

Dave Baldwin of the Milan Parks and Recreation addressed city council to review information that was provided to them. It is their intention to create a livery, which will enhance the Milan Parks experience, contributing to a greater outdoor experience for residence, bringing to them options to better enjoy the parks. The livery will have kayaks, canoes and pedal boats. They believe that the lake and river will be a draw for non-residents too.

Their short term goals include building a utility/storage shed, purchasing 5 kayaks, 2 canoes, 2 pedal boats and approximately 20 safety vests. They also wanted to create a safety barrier near the dam to implement safety measures. Another possibility would be to have a third party operate the livery.

Rod Hill of the Milan Parks and Recreation discussed the proposed locations for river access, as they have identified six possible locations.

Discussion was held on safety, expenses, marketing and events. The decision was made to do a "Request for Quotes" (RFQ) to see what a third party has to offer and at what cost.

**ADJOURNMENT:** Meeting adjourned at 7:31 p.m.

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Michael Armitage, Mayor

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Candy S. Frye, City Clerk

**MINUTES OF A REGULAR MEETING OF THE MILAN CITY COUNCIL HELD ON APRIL 11, 2016 AT 7:30 P.M. IN THE COUNCIL CHAMBERS, 147 WABASH STREET, MILAN, MI 48160**

Mayor Armitage called the meeting to order at 7:40 p.m. and opened with the Pledge of Allegiance.

**COUNCIL MEMBERS PRESENT:** Mayor Armitage, Council Members Churchill, Gee, Gilson, Hamden, Kerkes, Thompson

**OTHERS OFFICERS PRESENT:** City Administrator Smith, City Attorney Mann, Building/Zoning Official Grostick, City Clerk Frye, City Treasurer Samborski, MIS/Communication Director Slay, Parks and Recreation Director Bell, Police Chief Tillery, Fire Chief Stevens

**OTHERS PRESENT:** Sean Jenkins, Charles Adwell, Rick Kerkes, Steve Samborski, Al Gazdecki, Joan Gazdecki, Marty Ritchie,

**APPROVAL OF AGENDA:** April 11, 2016

Motion by Kerkes to approve the agenda as presented, seconded by Gee. Motion carried unanimously.

**APPROVAL OF MINUTES:** March 28, 2016 - Regular Meeting

Motion by Churchill to approve the minutes as presented, seconded by Kerkes. Motion carried unanimously.

**CITIZENS MATTERS FROM THE FLOOR:** None

**CONSENT AGENDA:**

- A. Resolution No. 2016-05-A Requirement for CBDG for E. Main Development.
- B. Resolution No. 2016-06-A Requirement for CBDG for E. Main Development.
- C. Milan Area Fire Department FY 16-17 Budget.
- D. Milan Area Fire Department Dispatch Agreement.
- E. Appointment to the Parks and Recreation Commission.
- F. Milan Area Fire Department Executive Bd. Meeting Minutes of January 21, 2016.
- G. Milan Parks and Recreation Commission Meeting Minutes of November 2, 2015.
- H. Milan Parks and Recreation Commission Meeting Minutes of February 1, 2016.
- I. Purchase of a 2016 Morbak 15" Chipper.
- J. Fundraiser, Parade, Solicitation and Special Event Request Form (Heroin Awareness March).

Motion by Gee to approve the Consent Agenda, Items A through J as presented, seconded by Gilson.

Motion carried unanimously.

**CITY COUNCIL MINUTES**

**APRIL 11, 2016**

**PAGE TWO**

**MATTERS FOR ACTION:**

- 1. Approve or Not Approve Second Reading and Adoption of Ordinance No. 2016-02 – An Ordinance to amend Chapter 2, Article IV, Section 2-55 “BOARD” of the Code of Ordinances of the City of Milan, in order to increase the number of members of the Board of Directors of the Downtown Development Authority and set their terms.**

Motion by Gilson to approve and adopt at second reading Ordinance No. 2016-02, seconded by Thompson.

Recently, the City of Milan was chosen to be a Michigan Main Street Select member. With this distinction, there is a need to reorganize the DDA Board and the Main Street Subcommittee into one body. The current city code states that the DDA Board will consist of 9 appointed members, plus the mayor. As the current make-up of the DDA Board and the Main Street Subcommittee totals more than 10 members and all members are valuable to the community, it is appropriate to increase the membership of the DDA. The proposal is to increase the number of allowable members from 10 to 13 members (including the mayor), which is allowable per the DDA Act (PA 197 of 1975).

Motion carried unanimously.

**BILLS PAYABLE AND PAYROLL:**        \$314,003.54

Motion by Churchill to pay the bills payable and payroll as presented, seconded by Thompson.

Councilmember Gee would like to see a work session scheduled with city council, department heads and City Attorney Mann to go over purchasing procedures and changes that may be needed.

Motion carried unanimously.

**CITIZENS MATTERS FROM THE FLOOR:**        None

**CITY COUNCIL MINUTES**

**APRIL 11, 2016**

**PAGE THREE**

**MAYOR, COUNCIL & STAFF REPORTS AND/OR COMMENTS:**

**City Administrator Smith** encouraged everyone to attend the Community Clean-up Day on April 30, 2016. The meeting location will be at 8:00 a.m. at Tolan Square. Groups will be divided up to clean-up various locations.

He also indicated that he is looking into the City hosting the first, "Saturday in the Square" on May 14, 2016, with a Home and Garden Show. It will showcase local businesses, as well as businesses from outside of the City.

He will be attending The Michigan Rural Conference on Tuesday at Crystal Mountain. He is going to give a presentation on what Milan is doing in the downtown and he will give an update when he returns.

**Treasurer Samborski** addressed city council and was looking for clarification on the comments previously made in the meeting regarding purchasing procedures.

**Councilmember Hamden** stated that several concerns have been raised on purchases being made and items going out for contract. He requested a work session with department heads, city council and the city attorney so that discussion can be held on the proper processes and who has the authority to make these decisions/purchases.

**Mayor Armitage** indicated that this will be an informational meeting and that nothing inappropriate has occurred. The meeting is intended to outline internal controls, roles and responsibilities.

**Police Chief Tillery** announced that it is National Telecommunications Week and thanked the dispatchers for the work that they do and he encouraged everyone to take the opportunity to thank them as well.

**Building/Zoning Official Grostick** presented council with drawings for a press box with a score board and flag pole to be presented at the city council meeting on April 25, 2016 for consideration/approval.

Martie Ritchie spoke on behalf of the Youth League that is asking to place the press box. The youth league will be holding tournaments in our City which will increase the publicity of the City and enhance the community. They may make a couple changes to the drawings that were handed out tonight. They are hoping that they can recruit sponsors to step up and help with the costs.

## **CITY COUNCIL MINUTES**

**APRIL 11, 2016**

**PAGE FOUR**

A Small Urban Planning Meeting is being held on Thursday, April 14, 2016 at 1:00 p.m. in the Council Chambers. They will be discussing the 2018/2020 Road Projects. The Counties of Monroe and Washtenaw, along with Washtenaw Area Transportation Study (WATS) and the Michigan Department of Transportation (MDOT) will also be in attendance.

**Parks and Recreation Director Bell** reported that the Moonlight Madness Mom to Mom Sale is being held on April 23, 2016 from 6:00-10:00 p.m. It is \$15.00 per 6'x10' space with a table. Tomorrow night Senior Night Bingo will be at the Milan Senior/Community Activity Center with Councilmember Hamden calling the numbers.

**Fire Chief Stevens** thanked not just Milan Dispatchers, but also gave his appreciation to all dispatchers.

He also reported that the city has had 233 runs to date during the first quarter.

**Councilmember Gee** reminded everyone that tomorrow, Tuesday, April 12, 2016, is the final day to nominate a Magnificent Youth. She also wished Haley to get well soon.

**Councilmember Kerkes** asked if the school has been notified of the upcoming Home and Garden Show. She was informed that yes; the school along with other local businesses will all be notified.

**Mayor Armitage** indicated that the "Friends of the Saline River" will be meeting on Saturday at 3:00 p.m. at the Wastewater Treatment Plant on Gump Lake Drive. This will give anyone interested the opportunity to see the new boat and sign up to help clean up the Saline River between Saline and Milan.

He also wanted to inform the residents that there will be a Heroin Awareness March on April 30, 2016 from 12:00 – 2:00 p.m. from Wilson Park along the sidewalks to the Milan Bakery located on Dexter Street.

He briefly discussed the Fire Department Budget and the evaluation of Fire Chief Stevens that came back very favorable in all areas. They also talked about goals for the next fiscal year.

**CITY COUNCIL MINUTES**

**APRIL 11, 2016**

**PAGE FIVE**

**NEXT REGULAR MEETING:** April 25, 2016 (Submission Deadline April 20, 2016)

**ADJOURNMENT:** Motion by Gilson to adjourn meeting at 8:03 p.m., seconded by Gee. Motion carried unanimously.

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Michael P. Armitage, Mayor

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Candy S. Frye, City Clerk