

CALL TO ORDER

IN REGULAR SESSION Monday, February 5, 2018 at 7:00 P.M. in the Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Reed.

ROLL CALL

Roll was called:

Present: Council Members: Caron, Costa, McNeil, Mayor Reed, Schurig, and Williams.

Also Present: Public Safety Director Schwartz and Clerk Nelson.

Absent: Council Member Metzger.

Moved Williams, supported Schurig, to excuse Council Member Metzger. On a voice vote- **MOTION CARRIED.**

INVOCATION/PLEDGE OF ALLEGIANCE

David Good of First Baptist Church gave the invocation and Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved McNeil, supported Caron, to approve the agenda with the addition of item 13C Appointment to the Brooks Nature Area Advisory Board and item 13D Reappointment to the Marshall District Library Board. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Williams, supported McNeil, to approve the Consent Agenda:

- A. Adopt the Resolution of Intent to authorize the City of Marshall to seek financial assistance from the State of Michigan for Dial-A-Ride for FY 2018-2019;
- B. Approve the purchase of underground conductor from Power Line Supply, Reed City, MI in the amount of \$29,340;
- C. Minutes of the City Council Regular Session held on Tuesday, January 16, 2018 and City Council Work Session held on Saturday, January 13, 2018;
- D. Approve city bills in the amount of \$ 1,747,664.27;

On a roll call vote – ayes: Caron, Costa, McNeil, Mayor Reed, Schurig, and Williams; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

None.

INFORMATIONAL ITEMS

None.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Building Department Fee Schedule:

Moved Schurig, supported Costa, to adopt the resolution authorizing the updated building department fee schedule effective immediately. On a voice vote – **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2018 – 02**

RESOLUTION ESTABLISHING FEES

WHEREAS, City of Marshall deems it necessary and appropriate to periodically review fees as certain costs are incurred in providing a service, and the intent is to set fees at an amount to recover those costs and still remain competitive with surrounding municipalities; and

WHEREAS, the City of Marshall now wishes to establish those fees in accordance with City policy;

NOW THEREFORE, BE IT RESOLVED, that the following fees shall be established and effective immediately;

Building Department – Residential

RESIDENTIAL BUILDING PERMIT FEES	
Round up to nearest \$1,000 of Reasonable Construction Cost * (Including new builds, remodeling, additions, decks, garages, in-ground pools, etc.)	
Administrative Fee	\$75.00/Permit (Non-Refundable)
Up to \$1,000	\$100.00
\$1,001 to \$10,000	\$100.00 + \$10.00 per \$1,000
\$10,001 to \$100,000	\$190.00 + \$3.00 per \$1,000 over \$10,000
\$100,001 to \$500,000	\$460.00 + \$2.00 per \$1,000 over \$100,000
Over \$500,001	\$1,260 + \$3.00 per \$1,000 over \$500,000

Building Department – Commercial

COMMERCIAL BUILDING PERMIT FEES Round up to nearest \$1,000 of Reasonable Construction Cost * (Including new builds, renovations, etc.)	
Administrative Fee	\$75.00/Permit (Non-Refundable)
Up to \$3,000	\$200.00
\$3,001 to \$10,000	\$320.00 + \$10.00 per \$1,000 over \$3,000
\$10,001 to \$25,000	\$390.00 + \$8.00 per \$1,000 over \$10,000
\$25,001 to \$150,000	\$510.00 + \$6.00 per \$1,000 over \$25,000
\$150,001 to \$500,000	\$1,260 + \$4.00 per \$1,000 over \$150,000
Over \$500,001	\$2,680 + \$2.00 per \$1,000 over \$500,000

* Construction Costs, if not deemed reasonable, will be changed per the State of Michigan's Standard Construction Cost Guidelines.

Plan Review and Other Miscellaneous Fees

Plan Review Fee (Building) Residential & Commercial	25% of Permit Fee (\$200 Minimum)
Plan Review Fee (Electric, Mechanical, Plumbing) Residential & Commercial	\$200.00/Trade, As Required
Trade Inspection Fee (Electric, Mechanical, Plumbing)	\$75.00/Inspection or Re- Inspection
Administrative Fee for Electric, Mechanical, Plumbing Permits	\$75.00/Permit/Trade
Residential Roofing	\$120.00 Flat Fee per Permit
Above Ground Swimming Pool	\$120.00 Flat Fee per Permit
Residential Demolition	\$140.00 per Permit
Contractor Registration	\$10.00/Trade, Registration Fee must be re-submitted at License Renewals

A copy of this Schedule as amended from time to time, shall be maintained by the Marshall City Clerk.

AYES:

NAYES:

ABSTAIN:

RESOLUTION DECLARED ADOPTED.

I, Trisha Nelson, being duly sworn as the Clerk for the City of Marshall, hereby certify that foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on February 5, 2018, and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available

Trisha Nelson, Clerk

B. Downtown Parking Rules Update to Increase Parking Permit Fees:

Moved Costa, supported Williams, to approve the revised Downtown Parking Permit Rules and Fees to cover the increasing costs of providing parking permits, parking lot maintenance and signing of designated parking locations for overnight parking in the designated parking lots. On a voice vote – **MOTION CARRIED.**

Downtown Parking Rules

The Traffic Engineer proposes the following system of overnight parking permits effective as of March 1, 2018:

1. Motorists may apply at the Finance Department in City Hall for overnight parking permit for their vehicles. Overnight Parking Permits shall be issued for each vehicle enrolled in the program upon the completion and submission of forms created by the Traffic Engineer.
2. Motorists eligible for this program must reside or be a registered guest(s) at a transient lodging facility within the Downtown Development Authority boundaries for the City of Marshall.
3. **The cost of the Overnight Parking Permit will be SIXTY dollars per year (\$60) beginning March 1 2018. Beginning January 1, 2019 the Overnight Parking Permit fees increase to NINETY dollars per year (\$90). Beginning January 1, 2020 the Overnight Parking Permit fee will increase to ONE HUNDRED TWENTY dollars per year. Each Overnight Parking Permit shall expire on December 31 of the year issued. Purchase of a parking permit after January 1st of that year shall be prorated for months remaining in that year.**
4. Owners or operators of bed-and-breakfasts, motels, or other similar transient lodging quarters may apply for and shall receive from the Finance Department a permit, as stated in sec. 3 above, which is transferrable to guests, tenants or boarders upon the completion and submission of forms

created by the Traffic Engineer.

5. Temporary parking permission may be granted by the City of Marshall Police Department upon request by telephone at (269) 781-0911. Temporary permission shall be issued at no charge to the requesting party. Temporary permission shall not be issued for the same vehicle for more than five consecutive nights.
6. Replacement of Overnight Parking Permits shall be issued upon the payment of SIXTY dollars (\$60) to the Finance Department. Overnight Parking Permit fees shall not be refundable.
7. Overnight Parking Permits shall be displayed in the lower portion of the rear window of the vehicle, passenger side.
8. **Overnight parking will only be permitted in signed designated areas in Lots numbered: 2,4,9,10 and 12.**

There will be no overnight parking permitted in lots 1, 3, 5, 6, 7, 8, 11, 13, 14, and 15.

C. 2018 Large Vehicle Purchases:

Moved Williams, supported McNeil, to approve the purchase of two (2) Bucket Trucks, a Salt/Plow Truck and a Sewer Cleaning Truck utilizing the MiDeal/Battle Creek bid pricing and to enter into a “lease to own” agreement for \$684,659 in purchases from a provider approved by the Finance Director and City Manager. On a roll call vote – ayes: Costa, McNeil, Mayor Reed, Schurig, Williams, and Caron; nays: none. **MOTION CARRIED.**

APPOINTMENTS/ELECTIONS

A. Board of Review Alternate Appointment:

Moved Caron, supported Williams, to approve the appointment of James Hackworth to the Board of Review as an alternate member with a term expiring January 1, 2020. On a voice vote – **MOTION CARRIED.**

B. Zoning Board of Appeals Appointments:

Moved Caron, supported Schurig, to approve the reappointment of David Revore and Russ Byrne to the Zoning Board of Appeals with terms expiring March 10, 2021. On a voice vote – **MOTION CARRIED.**

C. Brooks Nature Area Advisory Board Appointment:

Moved McNeil, supported Williams, to approve the appointment of Margaret Oerther to the Brooks Nature Area Advisory Board with a term expiring August 15, 2020. On a voice vote – **MOTION CARRIED.**

D. Marshall District Library Board Appointment:

Moved Williams, supported Costa, to approve the reappointment of Theresa Chaney-Huggett to the Marshall District Library Board with a term expiring March 31, 2021. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

Calhoun County Prosecutor David Gilbert provided an update regarding activities in his office and commended Marshall Police Department.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 7:27 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk