



**CITY COMMISSION
MEETING
January 4, 2016**



COMMISSION AGENDA

AGENDA
ADRIAN CITY COMMISSION
JANUARY 4, 2016
7:00PM

- I. PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE DECEMBER 21, 2015 REGULAR MEETING OF THE ADRIAN CITY COMMISSION.
- IV. PRESENTATION OF ACCOUNTS
- V. REGULAR AGENDA
 - A. ORDINANCES
 - 1. **Ord. 15-010.** Second reading and adoption of an ordinance to amend the Zoning Code , XXIV, Section 24.01, B-3 Central Business, Maximum Height of Structures.
 - B. RESOLUTIONS
 - 1. **R16-001. City Commission.** Resolution to change the date of the regular City Commission meeting on Monday, January 18, 2016 to Tuesday, January 19, 2016 in observance of Martin Luther King Day.
 - 2. **R16-002. City Commission.** Resolution to reappoint David Munson to the Brownfield Redevelopment Authority for a 3-year term.
 - 3. **R16-003. City Commission.** Resolution to reappoint Jeff Rising to the Brownfield Redevelopment Authority for a 3-year term.
 - 4. **R16-004. City Commission.** Resolution to reappoint Marcia Lengnick to the Adrian District Library Board for a 3-year term.
 - 5. **R16-005. Police Department.** Resolution to award a bid to outfit a newly purchased patrol vehicle with standard police equipment.
- VI. PUBLIC COMMENT
- VII. COMMISSIONER COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
DECEMBER 21, 2015
7:00 P.M.**

Official proceedings of the December 21, 2015 regular meeting of the City Commission, Adrian, Michigan.

The regular meeting was opened with a moment of silent prayer, followed by the Pledge of Allegiance to the Flag.

PRESENT: Mayor Berryman and Commissioners Dudas, Munson, Heldt, Strayer and Faulhaber. ABSENT: Commissioner Rising

Mayor Berryman in the Chair.

Commissioner Faulhaber motioned to excuse Commissioner Rising, this was seconded by Commissioner Munson, and was adopted by a 6-0 vote.

Commissioner Heldt motioned to approve the minutes from the regular meeting on December 7, 2015, this was seconded by Commissioner Faulhaber, and the minutes were adopted by a 6-0 vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #4220 through #4223	\$150,929.63
General Fund Vouchers #22623 through #22633	\$219,894.99
Clearing Account Vouchers amounting to	<u>\$1,432,546.26</u> *
TOTAL EXPENDITURES	<u>\$1,803,370.88</u> *

*** Administrator Horn alerted the Commission to an error in the check register. Item #131 was listed as \$586,848.34 and made out to Tetra Tech. This amount was incorrect as it should have been \$30,754.29. The check was made out for the cumulative total of the contract instead of the monthly invoice amount. A new check would be made out for \$30,754.29, reducing the clearing account voucher total and the Total expenditures total by \$556,094.05. The new total for the Clearing Account Voucher is \$876,452.21 and the new total of the Total Expenditures is \$1,247,276.83.**

On motion by Commissioner Munson, seconded by Commissioner Heldt, this resolution, **with the above referenced corrections**, was adopted by a 6-0 vote.

COMMUNICATIONS

C.1 – Finance. November Revenue and Expenditure Report.

REGULAR AGENDA

ORDINANCES

Ord. 15-010. First reading and introduction of an ordinance to amend the Zoning code, XXIV, Section 24.01, B-3 Central Business, Maximum Height of Structures.

Chris Miller mentioned that, since we are a Redevelopment Ready Community, that we should engage the local community and get their input in addition to the expertise of the Planning Commission with this issue.

Commissioner Strayer asked why the cap was 4 stories; Nancy Weatherby of the Planning Commission stated that 4 stories is currently the highest building height in the downtown area. Commissioner Faulhaber is against the capping of 4 stories and feels that we are trying to restrict the current business group that is wishing to build a 6-story building in the downtown area.

SPECIAL ORDERS

SO-1. Public hearing to hear and consider comments regarding the proposed Special Assessment District #388.

The Mayor called for the hearing and consideration of comments regarding the proposed Special Assessment District SAD #388 – Ballenberger Road – Riverside to Sawmill Court.

There were no public comments.

The Mayor called for final objections and he declared the hearing closed.

RESOLUTIONS

R15-133

RE: ENGINEERING – Confirm Special Assessment Roll for SAD #388 – Ballenberger Road

WHEREAS, the City Assessor has reported the Special Assessment Roll to the City commission for improvements on Ballenberger Road, together with the certificate relating thereto; and

WHEREAS, the said Roll has been filed with the City Clerk for public examination; and

WHEREAS, said notice has been given and a hearing held for the purpose of reviewing and said Roll and considering any objections thereto; and

WHEREAS, all objections to the said Roll have been duly considered.

NOW, THEREFORE, BE IT RESOLVED, that the said special assessment project cost in the amount of Two Hundred Twenty One Thousand Seven Hundred Twenty Three Dollars and 43 Cents (\$221,723.43) for said improvement on Ballenberger Road is hereby confirmed; and

BE IT FURTHER RESOLVED that said Special Assessment Roll in the amount of Twenty Seven Thousand Five Hundred Eighteen Dollars and Fifty Cents (\$27,518.50) for

improvements on Ballenberger Road, said project being known and designated as SAD #388, be and the same is hereby confirmed.

On motion by Commissioner Dudas, seconded by Commissioner Munson, this resolution is adopted by a 6-0 vote.

R15-134

RE: UTILITIES DEPARTMENT – Water Treatment Plant – Authorization to Proceed with Upgrades and Maintenance at Westside Wellfield

WHEREAS, the City of Adrian has developed and maintained a wellfield consisting of four (4) wells on Hamilton Hwy; and

WHEREAS, sealed bids were received on Tuesday December 1, 2015 for the upgrade and maintenance of two (2) of the aforementioned wells with the following results:

<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Peerless Midwest	Ionia, MI	\$28,600.00
Ed Birkmeier Well Drilling	New Lothrop, MI	\$33,577.00
Northern Pump & Well	Lansing, MI	\$34,005.00
CS Raymer Co	Marne, MI	\$37,180.00
Layne Christensen Co	Lansing, MI	\$39,150.00; and

WHEREAS, the low bidder, Peerless Midwest of Ionia, MI is disqualified because they did not meet the specifications of providing a stainless steel pump; and

WHEREAS, upon recommendation of our hydrogeologist and consultant, Williams & Works of Grand Rapids, MI, the next low bidder, Ed Birkmeier Well Drilling of New Lothrop, MI is disqualified based on prior experience with the bidder; and

WHEREAS, the City Administrator and Utilities Director recommend selection of the third lowest bidder, Northern Pump & Well of Lansing, MI for the purposes of well upgrades and maintenance per specifications at a cost not to exceed \$34,005.00; and

WHEREAS, the Finance Director indicates funds are available in the FY2015-2016 Capital Budget (496-548.00-977.590 -- Well Maintenance) for this purpose.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement Northern Pump & Well of Lansing, MI in the City's Standard Professional Services Contract to perform the specified well upgrades and maintenance at a cost not to exceed \$34,005.00.

On motion by Commissioner Dudas, seconded by Commissioner Faulhaber, this resolution was adopted by a 6-0 vote.

R15-135

RE: ADMINISTRATION – Encourage Governor to Veto Campaign Finance Bill SB 571

WHEREAS, it is in the best interest of the City of Adrian and the citizens of the City to receive timely information about local ballot issues; and

WHEREAS, unbiased and objective information is a necessity for a fully functioning democracy; and

WHEREAS, timely and open debate about new legislation is also key to effective and fair legislation, and to good law and effective democracy; and

WHEREAS, SB571, a Campaign Finance bill was passed by the Michigan House and Senate in the final hours of the session on December 16, 2015; and

WHEREAS, in the final moments before the session ended and the bill was voted on, the bill was amended to include a 40 page addition to the 12 page original bill without notice to any local government or local government organization, without any public testimony or awareness; and

WHEREAS, elements of the bill appear to make the expression of views by elected and appointed officials a violation of the act; and

WHEREAS, the bill provides no allowances for public broadcast of a debate or forum, even if that broadcast is hosted by a neutral third party; and

WHEREAS, the bill appears to ban even mailed reminders of elections.

NOW THEREFORE BE IT RESOLVED that the City of Adrian Commission hereby strongly urges Governor Rick Snyder to veto this bill, return it to the legislature and request an appropriate and open discussion and debate on the entire bill, and amendments that ensure the needs of local governments and their citizens are met in the final legislation.

Administrator Horn and Mayor Berryman gave a brief explanation of SB 571 and the 40 page addition that was included at the last minute. The major concern was the inability of local government to discuss and new local legislation within 60 days of the election. The resolution urges Governor Snyder to veto the bill and return it to the legislature for further debate and discussion.

On motion by Commissioner Munson, seconded by Commissioner Dudas, this resolution was adopted by a 6-0 vote.

MISCELLANEOUS

1. Adrian Fire Department Report.
2. Departmental Report.
3. D.A.R.T. Passenger Ridership Report.
4. See Click Fix Report.
5. Planning Commission Meeting Minutes.

PUBLIC COMMENT

There were no public comments

COMMISSIONER COMMENTS

The Commission wished everyone a Merry Christmas and safe holiday.

The next regular meeting of the Adrian City Commission will be held on Monday, January 4, 2016 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St, Adrian, MI 49221.

Jim Berryman
Mayor

Pat Baker
City Clerk



CHECK REGISTER

January 4, 2016

I have examined the attached vouchers and recommend approval of them for payment.



Shane Horn
City Administrator

SAH:mld

RESOLVED, that disbursements be and they are hereby authorized for warrants directed to be drawn on the City Treasurer for the following:

Utility Department Vouchers	
Vouchers #4224 through #4230.....	\$182,075.04
General Fund	
Vouchers #22634 through #22653.....	\$585,790.55
Clearing Account Vouchers	
amounting to	<u>\$128,958.87</u>
TOTAL EXPENDITURES	<u>\$896,824.46</u>

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was _____
by a _____ vote.

January 4, 2016

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
22634	\$ 180,238.19	City of Adrian - Payroll	Payroll w/e 12/18/2015
22635	\$ 13,206.94	First Federal Bank	Social Security 12/18/2015
22636	\$ 155,149.18	City of Adrian - Clearing	AP Check Register 12/21/2015
22637	\$ 62,942.43	K & B Asphalt Sealcoating	Paving Invoices
22638		City of Adrian - Utilities	EFT State of Michigan December 2015
22639	\$ 28,292.89	Consumers Energy	November 2015 Electric
22640	\$ 1,128.80	Citizens Gas	October 2015 Natural Gas
22641	\$ 1,039.38	Frontier Communications	December 2015 Telephone
22642	\$ 2,171.69	City of Adrian - Utilities	October 2015 Water
22643	\$ 7,391.80	Nola's Transportation	Payroll w/e 12/25/2015
22644		City of Adrian - Utilities	EFT State of Michigan December 2015
22645	\$ 15,644.70	Avery Oil & Propane	Fuel delivery 12/15/15 DPW
22646	\$ 89,724.13	BCBS of Michigan	January 2016 Premium
22647	\$ 75.00	Mac's Comfort Specialist	Refund on Mechanical Permit
22648	\$ 125.00	Brady Sand and Gravel	Refund on Mechanical Permit
22649	\$ 75.00	Prime Mechanical, Inc.	Refund on Mechanical Permit
22650	\$ 170,009.96	City of Adrian - Payroll	Payroll w/e 12/30/2015
22651	\$ 13,349.25	First Federal Bank	Social Security 12/30/2015
22652	\$ 375.39	US Postmaster	Mailing Personal Property Statements 2016
22653		City of Adrian - Utilities	EFT State of Michigan December 2015
	\$ 740,939.73		
	\$ (155,149.18)	Less : Check 22636	
	\$ 585,790.55		

January 4, 2016

January 4, 2016

UTILITIES FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
4224	\$ 63,116.65	City of Adrian - Payroll	Payroll w/e 12/18/2015
4225	\$ 965,639.77	City of Adrian - Clearing	AP Check Register 12/21/2015
4226	\$ 46,244.55	Consumers Energy	November 2015 Electric
4227	\$ 133.96	Frontier Communications	December 2015 Telephone
4228	\$ 5,134.60	Citizens Gas	October 2015 Natural Gas
4229	\$ 1,630.77	City of Adrian - Utilities	November 2015 Water
4230	\$ 65,814.51	City of Adrian - Payroll	Payroll w/e 12/30/2015
	\$ 1,147,714.81		
	\$ (965,639.77)	Less: Check 4225	
	\$ 182,075.04	TOTAL	

January 4, 2016

BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ACTIVE911, INC.	237.00		
2. ADDISON VETERINARY CLINIC, P.C.	148.00		
3. ADRIAN AREA CHAMBER OF COMMERCE	827.00		
4. ADRIAN LOCKSMITH & CYCLERY	1,534.00		
5. ADRIAN NAPA	127.06		
6. AIRGAS CARBONIC	713.62		
7. AIRGAS USA, LLC	71.12		
8. DENISE ALVERSON	20.00		
9. APPLE MAT RENTAL	263.20		
10. ASSOCIATED ENGINEERS & SURVEYORS	2,400.00		
11. AUTOMOTIVE SERVICE CO. INC	342.84		
12. BAKER & TAYLOR BOOKS	886.61		
13. GREG BELL CHEVROLET CADILLAC INC	21.78		
14. BELL, JANICE E	255.43		
15. MARK BISHOP	20.00		
16. ROBERT BISHOP	256.44		
17. BLACK ROCK TECHNOLOGY GROUP	16.50		
18. BLACK SWAMP EQUIPMENT	13.02		
19. CHRISTINA BOWMAN	400.00		
20. BUTLER, JUDITH	510.86		
21. CABRERA, VICTOR & PEREZ, MARIA D	254.52		
22. BRADLEY CARPENTER	157.94		
23. CENGAGE LEARNING	133.16		
24. CLOUTIER, ROBERT W	1,805.31		
25. COMCAST	5.37		
26. COMFORT ENTERPRISES INC.	145.60		
27. CONCORD EXCAVATING	5,173.00		
28. CORNISH, GLENN	27.87		
29. COVELL, SCOTT T	830.84		
30. JERRY DAVIS	20.00		
31. DETROIT SALT	8,986.80		
32. MICHELLE DEWEY	20.00		
33. DIVERS MAST	140.00		
34. DOAN COMPANIES	403.13		
35. H. DOMINE ENTERPRISES INC	1,404.59		
36. E & B SALVAGE LLC	171.00		
37. EASTERN MI UNIVERSITY	3,000.00		
38. STEVE EBERLE	20.00		
39. VINCENT EMRICK	400.00		
40. ENGLEWOOD ELECTRICAL SUPPLY	14.55		
41. FASTENAL COMPANY	117.60		
42. FEDERAL EXPRESS	68.42		
43. FIELDER, PATRICK M	596.41		
44. GFS CHEMICALS INC.	61.42		
45. MARK GIGAX	20.00		
46. ADAN GOMEZ	152.41		
47. GONZALEZ, ANNIE	150.00		
48. GRAINGER INC.	188.50		
49. HAMDEN, LUPE	60.35		
50. WALTER HELSEL	20.00		

		BOTH OPEN AND PAID	
Claimant	Amount Claimed	Amount Owed	Amount Rejected
51. HOLBEN PROFESSIONAL EH SERVICES	150.00		
52. SHANE HORN	20.00		
53. I C M A VANTAGE POINT	4,783.86		
54. I.T. RIGHT	101.25		
55. ICMA RETIREMENT CORPORATION	164.01		
56. INFOGROUP	630.00		
57. INTEVA PRODUCTS, LLC	2,395.48		
58. JAMES KARLE	118.32		
59. ERIC KELLY	166.70		
60. KOWALEWSKI, DAVID A	3.46		
61. KUHLMAN CORP.	23.63		
62. LENAWEE COUNTY HEALTH DEPT	155.00		
63. LENAWEE COUNTY NAACP	240.00		
64. LENAWEE COUNTY SHERIFF'S OFFICE	160.00		
65. LENAWEE DISTRICT LIBRARY	25.00		
66. LENAWEE TIRE & SUPPLY CO, INC.	100.64		
67. LOFTIS, CHARLES & TIBBS, ELIZABETH	2,466.17		
68. LOFTON, DEMETRICK	135.66		
69. MAPLE CITY GLASS INC.	242.76		
70. MARTINEZ, GLORIA M	30.90		
71. MARTINEZ, IVAN	177.26		
72. ARIC MASSINGILL	400.00		
73. MASSON'S ELECTRIC, INC	480.00		
74. MCGOWAN ELECTRIC SUPPLY INC	385.71		
75. TROY MCGOWAN	162.02		
76. MCMASTER- CARR SUPPLY CO.	106.42		
77. ERIC MELCHERT	66.23		
78. MICHIGAN METER TECHNOLOGY GROUP INC	6,227.45		
79. MICHIGAN MUNICIPAL LEAGUE	11,191.59		
80. MICHIGAN MUNICIPAL TREASURERS	50.00		
81. STATE OF MICHIGAN	150.00		
82. MICROMARKETING LLC	756.72		
83. MIDWEST GAS INSTRUMENT SERVICE	343.42		
84. MT BUSINESS TECHNOLOGIES, INC	77.65		
85. MUNICIPAL WEB SERVICES	200.00		
86. NOLA'S TRANSPORTATION	508.27		
87. NORTH EASTERN UNIFORMS & EQUIPMENT	737.95		
88. OMNIGRAPHICS INC.	327.40		
89. MIKE OSBORN	20.00		
90. OTIS ELEVATOR COMPANY	1,088.34		
91. PALOS, MANUEL	150.00		
92. WILLIAM PATTEUW	245.00		
93. PEERLESS SUPPLY INC	3,698.81		
94. JAMES PERRY	20.00		
95. PLATINUM PLUS	3,728.74		
96. GLENN PRESTON	20.00		
97. ROBERT RAYMOND	271.34		
98. RECORDED BOOKS LLC.	173.20		
99. REPUBLIC SERVICES, INC.	76.13		
100. TIM RITCHIE	20.00		

BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
101. RULE, DEBORAH L	1,301.21		
102. WILLIAM SADLER	20.00		
103. CHARLES SCHMENK	80.00		
104. SCHUG CONCRETE CONSTRUCTION INC	182.64		
105. SPOK, INC.	34.70		
106. SPREEMAN ENTERPRISES	1,920.95		
107. STACE, DEBRA	17.27		
108. STAPLES CREDIT PLAN	87.98		
109. STEVENS DISPOSAL	550.00		
110. SUMMERS, RAYMOND & CAROLYN	1,258.35		
111. TAB, MARGARET- ROJAS, STEVEN & LORI	282.70		
112. TASER INTERNATIONAL INC	276.77		
113. TETRA TECH INC	36,853.20		
114. THOMSON WEST	394.75		
115. T-MOBILE	29.99		
116. TRACTOR SUPPLY COMPANY	548.60		
117. TRI-COUNTY INTERNATIONAL TRUCKS INC	713.24		
118. TRI-STATE MEDICAL SUPPLY	40.00		
119. U S POSTMASTER	2,500.00		
120. UNUM LIFE INSURANCE COMPANY	2,209.57		
121. USA BLUEBOOK	782.62		
122. VERIZON WIRELESS	89.15		
123. DENNIS VESCELIUS	20.00		
124. RYAN WHITE	20.00		
125. WILLIAMS, ROSEMARIE F	913.29		
126. WOODLANDS LIBRARY COOPERATIVE	18.88		
127. WOODWORTH, KENT	227.25		
TOTAL ALL CLAIMS	128,958.87		



REGULAR AGENDA

ORDINANCE NO 15-010

AN ORDINANCE TO AMEND THE ZONING CODE OF THE CITY OF ADRIAN, XXIV, SECTION 24.01

The City of Adrian Ordains:

- Section 24.01 of Article XXIV be amended to read as follows: B-3 Central Business, Maximum Building Height of Structures to be amended to read as follows: *(Previously no Maximum Building Height of Structures. New language is shown in bold)*

SECTION 24.01 – TABLE OF REQUIREMENTS

<i>Zoning District</i>	Minimum Building Site Size per Unit		Maximum Building Height of Structures		Minimum Setback per Building Site			Max. Coverage Of Building Site (In percent)	Minimum Floor Area Per Unit In Sq. Ft.
	Area Sq. Ft.	Width Lineal Ft.	Stories	Feet	Front	Each side	Rear Yard		
R-1 Single Family Residential	12,000	100	2	25	35 a,b,d	12 d	25 d	30	1,500
R-2 Single Family Residential	9,000	75	2	25	25 a,b,d	10 d	25 d	30	1,000
R-3 Single Family Residential	7,500	60	2	25	25 a,b,d	8 d	25 d	30	900
R-4 Single Family Residential	6,000	50	2	25	25 a,b,d	8 d	25 d	30	600
RT Two Family Residential	5,000 p	40 p	2	25	25 a	10 d	25 d	30	600
RM-1 Multiple Family Res.	e	e	e	e	e,a,b	e,f,g	e,f,g	e	e
RM-2 High Rise Multiple Res.	e	e	--	--	e,a,b	e,f,g	e,f,g	e	e
RMH Residential Mobile Home	--	--	--	--	--	--	--	--	720
OS-1 Office Service	--	--	2	25	20 h	5	20 j	--	--
R-O Residential – Office	--	--	2	25	20 u	5	20 j	--	--
B-1 Local Business	--	--	2	25	20 h	5	20 j	--	--
B-2 Community Business	--	--	2 t	25 t	25 h, s	5	j, q	--	--
B-3 Central Business	--	--	4	60	--	i	j	--	--
B-4 Shopping Center District	--	--	3 t	30 o,t	75 h,k	5 k	j,k,r	--	--
WH Warehouse & Wholesale	--	--	2	25 o	40 l	5	j,m,n	--	--
ERO EducationResearchOffice	--	--	--	o	50	5	j	--	--
E-1 Exclusive Industrial	20,000	100	2	40 o	40 l	20	40 m,n	50	--
I-1 Light Industrial	20,000	100	2	40 o	40 l	20	40 m,n	50	--
I-2 General Industrial	20,000	100	3	50 o	50 l	40	50 m,n	50	--
P Off Street Parking	--	--	15	1	--	--	--	--	--
PUD	SEE	ARTICLE	XI						

B-3 “maximum height” deleted per Ordinance 98-4, effective 4/14/98.

B-2 & B-4 "maximum height" amended per Ordinance 98-4, effective 4/14/98.
Subsection J amended per Ordinance 00-15, effective 10/31/00
Subsection U added per Ordinance 00-15, effective 10/31/00
Footnote (a) added to Min. Setback for RT District per Ordinance 01-09, effective 10/16/01
Min. side yard setback in OS-1, R-1, B-1, B-2, B-4, WH & ERO amended Per Ord. 03-11, effective 5/6/03

INTRODUCTION.....
SUMMARY PUBLISHED.....
ADOPTION.....
COMPLETE PUBLICATION.....
EFFECTIVE DATE.....

On motion by Commissioner _____, seconded by
Commissioner _____, this Ordinance was _____ by a
_____ vote.

ADRIAN CITY PLANNING COMMISSION
DECEMBER 1, 2015
REGULAR MEETING
MINUTES

The regular meeting of the Adrian City Planning Commission was called to order by Chair Jacobitz at 7:00 p.m. in the City Chambers at 159 East Maumee Street.

Present:	Mike Jacobitz	Chair
	Brian Watson	Vice Chair
	Jeff Rising	City Commissioner
	Mel Dye	
	Don Taylor	
	Kara Lennard	
	Nancy Weatherby	
	Marilyn Schebil	
	Tom Blanton	

APPROVAL OF MINUTES OF THE
NOVEMBER 3, REGULAR MEETING

There were no corrections to the minutes. Commissioner Weatherby moved that the Minutes of the November 3, 2015 regular meeting be approved. Commissioner Dye supported. Motion carried unanimously.

Case 15-023 Zoning Exception Permit request
to operate a church at 1416 S. Main St.

The applicant, Bill Ellenwood II, was present. Mr. Ellenwood is the minister of Cornerstone Community Church. Mr. Ellenwood is requesting a Zoning Exception Permit to operate his church at 1416 S. Main St, Suite 500. This property is zoned B-4 Shopping Center District.

Commissioner Jacobitz noted that staff had recommended the Zoning Exception Permit be approved because it met all the requirements. Commissioner Blanton asked about days and times of services. Mr. Ellenwood stated services would be held Wednesday evenings and Sunday Mornings, with other services possible. Commissioner Dye wanted the Suite number to be added to the address. There was no other discussion.

Commissioner Dye moved that Planning Commission approve the Zoning Exception Permit for 1416 S. Main St. Suite 500. Commissioner Taylor supported. A roll call vote was made.

In Favor of Motion: Rising, Dye, Lennard, Jacobitz, Taylor, Weatherby, Schebil, Blanton, and Watson

Against Motion: none

Motion carried unanimously.

Case 15-024 text amendment pertaining to the Zoning Ordinance Article XXIV, Section 24.01 Table of Requirements; Commission to consider adding a building height limit for the B-3 Zoning District.

Commissioner Jacobitz explained that currently there is no height limit in the B-3 district. The text amendment would limit building height in the B-3 district to 4 stories and 60 feet. There used to be a B-3 height limit of 3 stories, but in 1998 the Planning Commission eliminated the restriction. The meeting minutes from the 1998 meeting gives no specific reason why this was done. Commissioner Jacobitz further explained that this issue has come up in part because of the proposed 6-story development several months ago.

Commissioner Blanton stated he had recently seen a similar size building (6 stories) in East Lansing and it looked awful, out of place, and odd. Other Commissioners agreed tall buildings downtown would be out of place. Commissioner Watson also stated that if the Planning Commission recommends height restrictions, a developer can still request a variance to build taller. Commissioner Rising stated he thought the height limitation was too restrictive.

Commissioner Blanton moved that Planning Commission recommend a change in the Ordinance that would limit buildings heights in the B-3 District to 4 stories and 60 feet. Commissioner Watson supported. A roll call vote was made.

In Favor of Motion: Dye, Jacobitz, Taylor, Weatherby, Blanton, and Watson

Against Motion: Rising, Lennard, Schebil

Motion carried: Six in favor and Three against.

Discussion Item:

Discussion of possible text amendment to Article IV General Provisions, Section 4.54 Nonconforming Structures. Text Amendment would prohibit front porches from being enclosed, reference Section 24.02.

Commissioner Jacobitz provided the background for this issue. The issue had originated at the November 2015 ZBA meeting. The ZBA had decided that a home owner could rebuild his enclosed front porch based on Section 4.54 of the Zoning Code. Since his front porch was a legal non-conforming structure it could be rebuilt to the same specifications. The City also has a zoning ordinance that only allows front porches to be screened in with specified materials, Section 24.02. A general discussion took place on the possibility of changing the ordinance language to no longer allow front porches to be re-enclosed under any circumstances.

Commissioner Rising made the point that many houses have turned porches into extensions of the house. Commissioner Lennard agreed, saying it would be hard to tell where the original house and porch were in many houses that have undergone renovations. Commissioner Rising also said changing the ordinance language could affect certain houses value because they may lose square footage if they wanted to renovate. Many commissioners stated that they agree with the intent of section 24.02, and believe open porches make safer and better looking neighborhoods.

Several commissioners also stated that they would rather see improvements to homes and that changing the ordinance language may prevent home improvements. After more discussion the commission agreed that Section 4.54 was fine as written and no further discussion of changes was needed.

There being no further business the meeting adjourned at 7:42 p.m.

Respectfully submitted,

David Rohr, Planning & Zoning Administrator

R16-001

January 4, 2016

RE: CITY COMMISSION – Change in Commission Meeting Date

RESOLUTION

WHEREAS, the Charter of the City of Adrian requires that regular meeting times be established by City Commission resolution; and

WHEREAS, the regular meeting scheduled for Monday January 18, 2016 occurs on a day City Hall observes Martin Luther King Day; and

NOW, THEREFORE, BE IT RESOLVED that said regular meeting will be held on Tuesday, January 19, 2016 at 7:00 p.m. in the City Chambers Building located at 159 E. Maumee St., Adrian, MI.

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was _____
by a _____ vote.

R16-002

January 4, 2016

**RE: CITY COMMISSION– Resolution to Reappoint Member to the Brownfield
Redevelopment Authority**

RESOLUTION

WHEREAS, the term of office of David Munson on the Brownfield Redevelopment Authority has expired; and

WHEREAS, David Munson has expressed a willingness to serve on the Brownfield Redevelopment Authority for another 3-year term if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the appointment of the above-named individual.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does, hereby, approve the reappointment of David Munson to the Brownfield Redevelopment Authority for 3-year term, expiring in 2019.

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was _____
by a _____ vote.

R16-003

January 4, 2016

**RE: CITY COMMISSION– Resolution to Reappoint Member to the Brownfield
Redevelopment Authority**

RESOLUTION

WHEREAS, the term of office of Jeff Rising on the Brownfield Redevelopment Authority has expired; and

WHEREAS, Jeff Rising has expressed a willingness to serve on the Brownfield Redevelopment Authority for another 3-year term if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the appointment of the above-named individual.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does, hereby, approve the reappointment of Jeff Rising to the Brownfield Redevelopment Authority for 3-year term, expiring in 2019.

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was _____
by a _____ vote.

R16-004

January 4, 2016

RE: CITY COMMISSION– Resolution to Reappoint Member to the Adrian District Library Board

RESOLUTION

WHEREAS, the term of office of Marcia Lengnick on the Adrian District Library Board has expired; and

WHEREAS, Marcia Lengnick has expressed a willingness to serve on the Adrian District Library Board for a 3-year term if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the appointment of the above-named individual.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does, hereby, approve the reappointment of Marcia Lengnick to the Adrian District Library Board for a 3-year term, expiring in 2019.

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was _____
by a _____ vote.



Memo

Date: December 30, 2015
To: Shane Horn, City Administrator
From: Vincent Emrick, Chief of Police
RE: Police vehicle outfitting

In preparation for outfitting the new patrol vehicle authorized under R15-110, the finance department solicited bids from the nearest police vehicle equipment companies. The bid packets were received on December 22, 2015.

The bids received were as follows:

ITEM	Adrian Sign Shop Adrian, MI	Priority One Emergency Canton, MI
Whelen Legacy GB DUO Light Bar,GB8SP3J (48") & Mounting Brackets	\$1,900.00	\$1,995.00
Front corner Marker Light-blue	80.00	110.00
Front corner Marker Light-red	80.00	110.00
Push bumper and mountg bracket (Sentina or equiv)	279.00	395.00
Pair of LED strobes - front headlights	118.00	65.00
Pair of LED strobes – rear taillights	160.00	65.00
Pair of Federal L.E.D. R/B push bumper lights and mounting or equivalent	220.00	220.00



155 E. Maumee St., Adrian, MI 49221

Police Department

517.264.4808 Fax 517.264.1927

Pair of Federal R/B rear hatch lights (inside) or equiv	220.00	100.00
Pair of Federal R/B license plate lights or equiv	179.00	110.00
Pair of Federal L.E.D. R/B side lights (rear windows) or equiv	110.00	100.00
Pair of Federal L.E.D. R/B lights (B pillar lights)	288.00	100.00
Pair of Federal L.E.D. R/B side lights (rear windows-side)	110.00	Duplicate Line Item
100+ Watt Speaker System and Mounting Bracket With Microphone and Mounting	180.00	202.00
Jotto prisoner Screen 475-0303	786.00	550.00
Jotto prisoner Screen Ext Panels 475-0789	160.00	150.00
Cargo Screen and plastic Bio Seat	1,270.00	975.00
Seat belt extenders for prisoners seat belts	Included	50.00
Pair of Steel Rear Window bars	200.00	175.00
Gamber Johnson Console w/ faceplates 7170-0166	340.00	456.00
Laptop Docking Tray for Panasonic Cf-53	100.00	364.00
Laptop Mount-console attached by Gamber Johnson	150.00	250.00



Police Department

517.264.4808 Fax 517.264.1927

Dual Cupholder-console access	20.00	Included
Dual Partition Mounted (horizontal) gun lock-Pro-gard gun lock(s) for shot gun (Mossberg 500 & GoJotto.com patrol rifle with time unit (or equivalent)	440.00	315.00
Trunk Storage Unit (Drawer Style), Made by trunk vault or equivalent	1,300.00	850.00
Universal ignition relays, air bag control switches, wiring harness system, brake kill switch	85.00	275.00
Interior dome light Red/White "Sound off signal"	50.00	65.00
Radar, Kustom Signal, Golden Eagle II, dual, Mich State contract listed on MI DEAL	1,539.00	1,650.00
Other Items As Notes	Shop Supplies 250.00 Installation 1,250.00	Labor (Remove/Install) 1,950.00
TOTAL	\$11,864.00	\$11,647.00

Upon reviewing the bids I recommend using the Adrian Sign Shop of Adrian, MI. The bids are very close in price and they fall under our local preference policy as they are located at 835 West Beecher St. Adrian Sign Shop has also outfitted a number of State Police vehicles and I have not heard any criticism of their work.

RE: **POLICE DEPARTMENT- Vehicle outfitting recommendation**

RESOLUTION

WHEREAS the Adrian City Commission, by resolution #R15-110 dated October 5, 2015, authorized the purchase of a new patrol vehicle; and

WHEREAS these funds have been budgeted to outfit said vehicle, installing standard police equipment; and

WHEREAS the City of Adrian Purchasing Office, in conjunction with the Police Department, solicited bids from two (2) police vehicle outfitters and received sealed bids December 22, 2015 for the vehicle changes; and

WHEREAS the bid tabulation is as follows:

ITEM	Adrian Sign Shop Adrian, MI	Priority One Emergency Canton, MI
Whelen Legacy GB DUO Light Bar,GB8SP3J (48") & Mounting Brackets	\$1,900.00	\$1,995.00
Front corner Marker Light-blue	80.00	110.00
Front corner Marker Light-red	80.00	110.00
Push bumper and mountg bracket (Sentina or equiv)	279.00	395.00
Pair of LED strobes - front headlights	118.00	65.00
Pair of LED strobes – rear taillights	160.00	65.00
Pair of Federal L.E.D. R/B push bumper lights and mounting or equivalent	220.00	220.00
Pair of Federal R/B rear hatch lights (inside) or equiv	220.00	100.00
Pair of Federal R/B license plate lights or equiv	179.00	110.00
Pair of Federal L.E.D. R/B side lights (rear windows) or equiv	110.00	100.00
Pair of Federal L.E.D. R/B lights (B pillar lights)	288.00	100.00
Pair of Federal L.E.D. R/B side lights (rear windows-side)	110.00	Duplicate Line Item
100+ Watt Speaker System and Mounting Bracket With Microphone and Mounting	180.00	202.00
Jotto prisoner Screen 475-0303	786.00	550.00
Jotto prisoner Screen Ext Panels 475-0789	160.00	150.00
Cargo Screen and plastic Bio Seat	1,270.00	975.00
Seat belt extenders for prisoners seat belts	Included	50.00
Pair of Steel Rear Window bars	200.00	175.00
Gamber Johnson Console w/ faceplates 7170-0166	340.00	456.00
Laptop Docking Tray for Panasonic Cf-53	100.00	364.00
Laptop Mount-console attached by Gamber Johnson	150.00	250.00
Dual Cupholder-console access	20.00	Included
Dual Partition Mounted (horizontal) gun lock-Pro-gard gun lock(s) for shot gun (Mossberg 500 & GoJotto.com patrol	440.00	315.00

rifle with time unit (or equivalent)		
Trunk Storage Unit (Drawer Style), Made by trunk vault or equivalent	1,300.00	850.00
Universal ignition relays, air bag control switches, wiring harness system, brake kill switch	85.00	275.00
Interior dome light Red/White "Sound off signal"	50.00	65.00
Radar, Kustom Signal, Golden Eagle II, dual, Mich State contract listed on MI DEAL	1,539.00	1,650.00
Other Items As Notes	Shop Supplies 250.00 Installation 1,250.00	Labor (Remove/Install) 1,950.00
TOTAL	\$11,864.00	\$11,647.00

; and

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose in the following account:

662-336.62-977.000 Motor Vehicle Pool; and

WHEREAS the margin between the two bids (1.8%) falls within our current local preference policy that would apply to the Adrian Sign Shop, which is located at 825 West Beecher Street in the City of Adrian; and

WHEREAS the Police Chief and City Administrator recommend that the bid be awarded to Adrian Sign Shop, Adrian MI. in the amount of \$11,864.00; and

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby authorizes the recommended selections and award of bid to Adrian Sign Shop, Adrian, MI. in the amount of \$11,864.00.

BE IT FURTHER RESOLVED that the FY2014-15 budget be amended as follows:

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was adopted by a _____ vote.