

**CITY OF COOPERSVILLE**  
**REGULAR MEETING OF THE CITY OF COOPERSVILLE CITY COUNCIL**  
CITY HALL, 289 DANFORTH ST.; COOPERSVILLE, MICHIGAN

**November 8, 2021**

**Present:** Council Member Bush Council Member Lampe  
Council Member Fynewever Council Member Gavin  
Council Member Degeus

**Absent:** Council Member Mooney & Mayor Crandle

Motion by Council Member Lampe with second by Council Member Fynewever to excuse the absence of Council Member Mooney and Mayor Crandle. Motion carried unanimously. (2021-115)

**Additions/Corrections to Agenda** NONE

**Scheduled Guests and Public Hearings**

Matt Sinnema from Kiekoover, Scholma and Schumaker PC presented a draft of the City Audit Report as of June 30, 2021. Mr. Sinnema stated that the city has some Federal Awards, and they are still waiting for the audit on those awards to be completed before they can present the final audit report. Mr. Sinnema stated that it should be another one (1) to two (2) weeks before it is completed. Mr. Sinnema complimented the Staff for always being so helpful with answers to their questions and Keri Rogers for always being well prepared for them when they arrive to start the audit.

**Mr. Sinnema also reported on the following:**

- *They have given the city a "Clean Opinion."*
- *The General Fund Balance is \$2.6 Million which is one (1) year of operating expense.*
- *The city is in good shape.*
- *The Retirement fund is at \$995,000.00 and is seventy-three (73) percent funded.*
- *A total of \$400,000.00 less was spent in expenditures than what was budgeted.*

Motion by Council Member Lampe with second by Council Member Fynewever to open the Public Hearing at 7:09 P.M. on an Ordinance Amendment to 672.04 Hunting. Motion carried unanimously. (2021-116)

Members of the Public inquired on the possibility of breaking the city up into zones so hunting with a gun would not be fully eliminated. City Manager Dennis Luce stated that the City's population is growing which in turns makes it even more difficult to zone certain areas that could use a gun. Bow and Arrow and Crossbows will still be allowed to be used within the city limits.

Motion by Council Member Lampe with second by Council Member Degeus to close the Public Hearing at 7:15 P.M. Motion carried unanimously. (2021- 117)

Motion by Council Member Lampe with second by Council Member Gavin to open the Public Hearing at 7:17 P.M. on an Ordinance Amendment to 1020.01, Work To Be Done By City; Costs. Motion carried unanimously. (2021-118)

### **Scheduled Guests and Public Hearings continued**

City Manager Dennis Luce stated that this amendment would allow new construction that requires a driveway to be installed to, whether it is a home or business to have their contractor install culverts for their new driveways instead of having the city do it. The city will still inspect the work once it is completed.

City Manager Dennis Luce stated that it is very inefficient for the city to work with a builder's schedule and often the culverts are damaged during construction.

Motion by Council Member Lampe with second by Council Member Gavin to close the Public Hearing at 7:18 P.M. Motion carried unanimously. (2021-119)

Motion by Council Member Degeus with second by Council Member Lampe to open the Public Hearing at 7:18 P.M. on an Ordinance Amendment to 270.04 Board: DDA By-Laws. Motion carried unanimously. (2021-120)

City Manager Dennis Luce stated that one section has been recommended to be removed. The section that currently requires that "A member shall hold office until the member's successor has been appointed. Mr. Luce stated that this section is not practical.

Motion by Council Member Lampe with second by Council Member Gavin to close the Public Hearing at 7:22 P.M. Motion carried unanimously. (2021-121)

### **Citizens Input and Suggestions**

An area Resident asked if hunting small game with a gun would still be allowed in city limits if the proposed ordinance amendment is approved. City Manager Dennis Luce stated that it would not be allowed in the city limits.

An area Resident asked if it would be a cost savings to allow contractors to install driveway culverts on new driveway construction instead having the city install them? City Manager Dennis Luce stated that it depends on the amount of work and number of jobs in a years-time.

An area Resident asked why the DDA meetings were at 5:15 P.M. stating further that it is too early for most people that work. DDA Member Jan Ver Berkmoes stated that it was changed to 5:15 several years ago because no one was attending their meetings when they were having them later in the evenings.

Recreation Director Matt McKinnon presented the Council Members with information on the Berends Circle of Trees in Memory of former DDA Director Ellen Berends.

### **Consent Agenda**

Motion by Council Member Lampe with second by Council Member Fynenever to approve the Consent Agenda as presented. Motion carried unanimously. (2021-122)

- ***Minutes of the Regular City Council meeting of October 11, 2021***
- ***Invoice from Schipper's Excavating Application #4, totaling \$36,692.58***
- ***Quarterly Financials***
- ***Checks written through 11/08/2021 totaling \$505,514.56***
- ***Council Information Packet***

### **Petitions and Communications**

Motion by Council Member Degeus with second by Council Member Gavin to approve the Blower #3 engineering study to be conducted by Prein & Newhof, not to exceed \$39,500.00. Motion carried unanimously. (2021-123)

Motion by Council Member Lampe with second by Council Member Degeus to approve the Ordinance Amendment to 672.04 Hunting. Motion carried unanimously. (2021-124)

**Petitions and Communications continued**

Motion by Council Member Gavin with second by Council Member Degeus to approve the Ordinance Amendment to 1020.01, Work To Be Done By City; Costs. Motion carried unanimously. (2021-124)

Motion by Council Member Degeus with second by Council Member Lampe to approve the Motion carried Ordinance Amendment to 270.04 Board-DDA. Motion carried unanimously. (2021-125)

Motion by Council Member Degeus with second by Council Member Lampe to approve the proposed amended DDA By-laws. Motion carried unanimously. (2021-126)

Motion by Council Member Gavin with second by Council Member Fynewever to approve the following updates to the Personnel Handbook and Wage Table: Motion carried unanimously (2021-127)

- ***Chapter IV Leaves of Absence Section 4.1 Paid Sick Leave – Allows employee to use their accrued sick time to care for mother-in-law or father-in-law.***
- ***Chapter V Holidays, Section 5.0 recognized Holidays – Veteran’s Day was added to the handbook as a paid holiday off.***
- ***Chapter X Miscellaneous, Section 10.3 Uniforms and Equipment – Added a specific dollar amount of \$150.00 for annual reimbursement for work boots.***
- ***Appendix A Wage Table-The last time the Wage Table was increased was in 2015. The Wage Table was changed from “Years” of service earning a raise to “Steps” where raises will be determined based off job performance.***

Council Member and Fire Authority Board Member Bush informed the Council that the Fire Authority Board may have to fund paying for a full-time Fire/Rescue Chief for the first six (6) months as the City cannot fund the position at this time. The position is advertised on all the area Chiefs websites. Further discussion will take place on the position at the Tuesday, November 9<sup>th</sup> Fire Authority Board meeting.

Motion by Council Member Degeus with second by Council Member Gavin to approve the purchase and installation of three (3) new Rotork Actuators from Northwest Kent Mechanical, at the Main Lift Station totaling \$28,177.00. Motion carried unanimously. (2021-128)

**Recognition and Comments of Outgoing Council Member Brad Fynewever, Council Member Mooney and Mayor Crandle.**

City Manger Dennis Luce and Mayor Pro Tempore Bush presented Council Member Fynewever with a Council Member Chair and thanked him for serving on the Council. Council Member Mooney and Mayor Crandle were both absent.

Council Member Fynewever stated that it has been a pleasure serving the city. He has seen more people getting involved in the past year and he has enjoyed his time on the Council. Council Member Fynewever stated that City Clerk Kim Borgman and City Treasurer Keri Rogers helped him out a lot with different things.

**Citizens Input and Suggestions**

An area Resident inquired on the need for more sidewalks and sidewalk repairs that are needed, particularly on East Street, and why doesn’t the city allocate more funds to fix them. City Manager Dennis Luce informed them of the new sidewalks that will be installed on East Street. The flags are currently in place that mark where the sidewalks will be installed. Council Member Gavin thanked the Resident for bringing this to our attention.

**Adjournment**

Motion by Council Member Lampe with second by Council Member Fynewever to adjourn the meeting at 7:50 P.M. Motion carried unanimously. (2021-129)

**Installation of New City Council Members and New Mayor at 8:00 P.M.**

City Clerk Kimberly Borgman administered the Oath of Office to the new Mayor Duane Young, and to the incoming City Council Members Bush, Gerard, and Weise.

**Call to Order**

Mayor Young called the meeting to order at 8:06 P.M.

**Present**

Council Member Lampe	Council Member Weise
Council Member Degeus	Council Member Bush
Council Member Gavin	Mayor Young
Council Member Gerard	

**Absent** NONE

**Additions and Communications** NONE

**Petitions and Communications**

Motion by Council Member Lampe with second by Council Member Gavin to approve the Resolution to adopt the 2022 City Board Meeting Schedule. Motion carried unanimously. (2021-130)

Motion by Council Member Gavin with second by Council Member Degeus to table Mayor Young's appointments to the Fire Authority Board until the December City Council Member. Motion carried unanimously. (2021-131)

Motion by Council Member Bush with second by Council Member Lampe to approve the appointment of Council Member Gerard to the DDA Board as the Council Representative. Motion carried unanimously. (2021-132)

Motion by Council Member Bush with second by Council Member Gavin to approve the appointment of Council Member Degeus to the Planning Commission as the City Council Representative. Motion carried unanimously. (2021-133)

Motion by Council Member Bush with second by Council Member Gavin to approve the appointment of Council Member Lampe to the ZBA as the City Council Representative. Motion carried unanimously. (2021-134)

Motion by Council Member Bush with second by Council Member Gavin to approve the appointment of Council Member Gerard to the Recreation Board as the City Council Representative. Motion carried unanimously. (2021-135)

Motion by Council Member Degeus with second by Council Member Gerard to approve the appointment of Council Member Bush to the Mayor Pro Tempore position. Motion carried unanimously. (2021-136)

**City Manager's Report**

*City Manager, Dennis Luce reported on the following:*

- *Commended City Treasurer Keri Rogers on the 2020-2021 Audit*
- *Christmas Parade is December 3, 2021*
- *Informed the newly Elected Officials of the New Officials Training through MML and if they choose to attend they can turn in their receipts for reimbursement*
- *Council Members and Mayor can reach out to him for any information that may be needed*
- *Update on the Grove Street Bridge timeline*

**City Clerk's Report**

City Clerk, Kimberly Borgman presented the results of the November 2, 2021, Election. There was a 17.33% turnout out of 3380 registered voters.

City Clerk, Kimberly Borgman also welcomed the new Council Members and Mayor.

**City Treasurer's Report**

City Treasurer, Keri Rogers welcomed the new Council Members and Mayor.

**Adjournment**

Motion by Council Member Bush with second by Council Member Degeus to adjourn the meeting at 8:23 P.M.

Motion carried unanimously. (2021-137)

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Ken Bush, Mayor Pro Tempore

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Duane Young, Mayor

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Kimberly Borgman, City Clerk