

TOWN OF LONG BEACH  
TOWN COUNCIL MEETING  
FEBRUARY 8, 2016  
7:00 p.m.

Present were Council President Peter Byvoets, council members Jane Neulieb, Bob Lemay, Nick Meyer, Joy Schmitt, Attorney Julie Paulson, Clerk-Treasurer Bill de Funiak, and Fire Chief Dave Albers; Street Supt. Tom Dolph and Chief Bob Sulkowski were absent; it was a full house this evening.

After the Pledge of Allegiance **minutes were approved** for the meeting on January 11, 2016.

Byvoets said **public comments** would be made at the beginning of the meeting tonight:

Ed Sylvester, 1504 LSD, spoke about the campaign promises in the Beacher and the committee appointments.

A citizen asked about water quality and was told that it would be discussed during the Water Board report.

Jim Dehner, 2300 Fairway Drive, asked about the Park Board appointments and the Melrose Park Project.

Peter Byvoets and Joy Schmitt responded on discovering that the Town Ordinance on Park Board appointments was in conflict with state requirements.

Ann Schreeg, 2028 Goldengate, commented that she was not approached for her input on Melrose Park.

Dave Albers, Fire Chief, 2208 Oriole Tr., asked if a suggestion box could be instituted.

Attorney John Wojcik spoke about his clients' building permits for seawalls, asking the council to work with Aaron Tomsheck, Building Commissioner, in rescinding the stop work orders issued on these seawalls. He stated there were conflicts with board appointments. Attorney Paulson stated pending litigation, there was to be no comment on this matter.

Melanie Davis, 2925 Lothair Way, asked if there is a process to include more people in town governance.

Frank Parkerson, 2030 Juneway, remarked there were no announcements on the website regarding openings on any committees for the year.

Bob McFadden, 2714 Duffy Lane, spoke about the Comprehensive Plan and concerns that "there will not be sufficient information to" and "input from" the residents.

**Police Department** – Jason Yagelski read the police report for January, 2016 in the Chief's absence. Report is on file.

**Police Commission** – Pete Byvoets discussed the Ordinance Violation Bureau and citation enforcement. He also spoke of 911 and dispatch issues. Camera installation is nearly complete.

**Fire Department** – Dave Albers read the January report. (On file)

**Street Department/Commission** – Meetings are held on the 3<sup>rd</sup> Wednesday of each month at 9:00 a.m. at Town Hall. Jane Neulieb reported that the department had changed lights on the streets, LBCC lights in halls, exit signs and tenant rooms were replaced. A meeting with Haas and Associates was convened to discuss and make suggestions on drainage issues at Stop 22 and Stop 23. Tom Dolph attended a meeting with the Michigan City Sanitary District.

**Park Board** –January meeting included election of officers: Kendra Bartlett, President, Karin Mc Linden, Vice President, and Catherine De La Barre, Secretary. Bill Hazelgrove was chosen to be the Park Project Manager on the Melrose Park completion. Sarah Plooster is working on this year's Summer Park program.

**Long Beach Community Center** – First meeting of new committee was held. Meetings will be the first Monday of every month at 4 p.m. in Room 2. Officers chosen were Mary Carol Lombard-President, Joe Jogmen-Vice President, Joy Schmitt-Secretary. Signage and rules were discussed and established. Doug Wickstrom will evaluate and develop cost figures for a new roof. Bill de Funiak will contact an exterminator. A log-in sheet with waiver was developed and will be placed at entry points of the community center.

**Water Board** met on January 25<sup>th</sup> at 9:00 a.m. Nick Meyer reported that water testing was performed and the quality is very good.

**Budget and Finance** discussed O.T. policy, salary survey, and reviewed present salaries. There will be a meeting on February 10<sup>th</sup> at 9 a.m.

**Human Resources Advisory Committee** –de Funiak indicated the requested salary survey has been completed.

**Building Commission** – Byvoets gave the report. (on file)

**Advisory Plan Commission** – Nick Meyer reported that McKenna & Associates had been selected from 3 bidders as the vendor to support the Town in the Comprehensive Plan.

C-T de Funiak read the **January permit revenue report**: Fees of \$100.00 collected on project costs of \$18,000.00; 3 electric permits issued at \$228.00 with town revenue of \$22.80; 1 street cut permit with a fee of \$100.00.

Legal Expenses paid in January were \$7,420.00 to Harris, Welsh & Lukmann.

Motion and second to accept all reports as read by Jane Neulieb and Bob LeMay. Approved 5-0

## **OLD BUSINESS:**

**Ordinance #2016-01** to hire a part-time BZA secretary was presented and approved on first reading. Unanimous approval was achieved to suspend rules on second reading. Second reading was approved unanimously. Salary is \$20/hour.

The **boundary survey contract** has been awarded to Palm & Associates in the amount of \$14,000.00. Attorneys Knight and Sharkey made comments on town boundaries.

Nick Meyer discussed the **new web-site** and his intent to make it more user friendly. He feels the new website will be operational by the end of the first quarter of 2016. Motion made by Pete B. and second by Bob Lemay to accept the contract with **CyberBlue** for \$1,800.00, approved 5-0.

Pete stated Julie Paulson held an **orientation** with the **BZA** members on January 9<sup>th</sup> to review procedures of the board. Mike Gorman mentioned that efforts are being made to coordinate BZA efforts with the Building Commission.

Nick Meyer reports that the first **Open Meeting of the Town Council** will be held at 9:00 a.m. on February 20<sup>th</sup> in the LB Community Center. Meetings will be scheduled for the 3<sup>rd</sup> Saturday of every month at 9:00 a.m. Meeting rooms will be determined based on attendance. Nick feels they will consume 45 – 60 minutes. Julie will work on sending notice to the News-Dispatch for these meetings.

**Floor plans** for the **building commissioner's office** have not been completed yet.

## **NEW BUSINESS:**

Pat Cannon, **APC** Pres., said that McKenna and Associates has been selected from 3 bidders to support us in the **Comprehensive Plan** project. He said they were the low bidders and the one most responsive to the needs of Long Beach. The bid was \$15,700 for a 6-step process. John Jackson and Rebecca Harris will be the McKenna project leaders. Cannon suggested that we may expand from five meetings to eight and that "a not to exceed figure of \$20,000" would be appropriate. Council unanimously approved this contract and \$20,000 expense.

**Capital Plan** - Byvoets said that he would like to engage Cender and Co. to perform a study to project the next three (3) years for revenue.

A **revision to the Parking Ordinance** is being developed by Joe Jogmen and Robert Gallagher. Byvoets asked for input from residents.

Pete Byvoets discussed the 20-month effort to develop new **building codes** in concert with the Building Commission, Advisory Plan Commission, and Fire Safety committee. **Building Code Ordinance 2016-\_\_\_** was passed on first reading. A motion to suspend rules and proceed with a second reading failed.

**Claims Approval:**

Motion by Pete and second by Lemay to approve salaries for January of \$116,250.34 and checks #13444 through 13486 totaling \$176,223.49: 5-0 approved.

Meeting was adjourned at 9:48 PM.

Bill de Funiak  
Clerk-Treasurer