

WATERVILLE CITY COUNCIL
SPECIAL MEETING
June 8, 2015, 6:00 P.M.

There was a special meeting of the Waterville City Council held in Council Chambers at 6:00 p.m. on June 8, 2015 regarding Street improvements, seal coating and overlay projects lists, Resolution 2015R-025 LCCMR Rain Garden Project, Inspection Report – Gilligan’s Building, Building use for Gilligan’s Building and Senior Center, Rental Policy and Fees, Revised Personnel Policy, Hazardous Building, SMIF Paint Grant for Community Mural Projects, and Planning and Zoning Violation.

Present: Vail, McIntyre and Mayor Mihalik;

Absent: Wollin (arrived 6:20 p.m.) and Schmidtke (Leave of Absence)

Also Present: Administrator/Clerk Teresa Hill, Jason Femrite City Engineer and Jason Moran City Attorney

Also Absent: None

1. Call to Order/Pledge of Allegiance. Mayor Mihalik called the meeting to order noting that all Council was present except Wollin (arrived 6:20 p.m.) and Schmidtke who is on a leave of absence. Also present was Teresa Hill, Administrator/Clerk, Jason Femrite City Engineer and Jason Moran City Attorney. Pledge of Allegiance was recited.

2. Agenda Approval. Mayor Mihalik said he would like to move up item 10 Hazardous Building up to be the very first thing on the agenda as the City Attorney cannot be here for the entire meeting. Also item #6 will be stricken from the agenda. Motion by Vail, seconded by McIntyre to approve the agenda with the amendments. Unanimous vote. Motion carried.

10. Hazardous Building. Mr. Moran said he thinks it would be best to proceed under the Hazardous Building Statute. The statute would require us to send a building inspector out to make an inspection and come up with an itemization of problem areas. Mr. Moran said he believes a building inspector should take a look at the exterior of the building and also attempt to obtain access inside the building to see if there is anything also going on in the inside as well. Mr. Moran said if the homeowner does not allow access we can apply for an administrative search warrant to obtain access. That is up to Council’s discretion on whether or not you want to do an interior inspection. After the inspection is done the homeowner is typically given some time to come up with an action plan to make those repairs and bring it into compliance with code. If the homeowner does not do it, it is then filed with the Court and compliance is sought through the court process. The time period for this is typically 20 to 30 days. Discussion held by Council regarding the hazardous building and whether the interior as well as the exterior should be inspected. Access to the property should be obtained within two weeks. Motion by Mihalik, seconded by McIntyre to authorize a building inspector for both the interior and exterior of said building and proceed with the Hazardous Building Statute. Unanimous vote. Motion carried.

3. Street Improvements, Seal Coating and Overlay Project Lists. Jason Femrite of Bolton & Menk had provided Council with a pavement management plan at the last Council meeting. Mayor Mihalik asked Ms. Hill what amount of budget is still available for streets for this year. The remaining balance is \$169,791.75 for the 2015 budget. This amount does not show what is reserved for the Reed Street South Project. Ms. Hill said we have \$82,480.39 set aside for the South Reed project. Mr. Femrite had broken down the seal coating and crack filling

into five segments with an estimated budget amount of \$63,120 per year. Mr. Femrite recommended that the City start with West Main Street (Cottrill to Reed), North 1st Street (Lake to TH 13) and South 3rd Street from TH 60 to Common) based on their estimate that would be an approximate cost of \$66,000 based on recent bid numbers. Mr. Femrite said you would have a remaining balance of approximately \$104,000 for addressing some of the overlay and patching areas. Discussion held regarding which streets to start with the bituminous overlay and patching. Mr. Femrite showed Council on the map the areas that he recommends to be reconstructed. Discussion held regarding a portion of the Blowers Street reconstruction. Discussion held regarding the bituminous overlay and patching on South 3rd Street (Common to Paquin). Mr. Peach said he agrees with the 3rd Street (Common to Paquin) and North 4th Street (Paquin to North End). Discussion held regarding which streets to put the bituminous overlay and patching on. Mr. Femrite said you could get a quote on South 3rd Street (Paquin to Main) and North 4th Street (Paquin to North End). Ms. Vail asked how much we have budgeted for streets. Ms. Hill said we budgeted \$200,000 for 2015, \$25,000 was seal coating and dust coating and general improvements is \$175,000. Ms. Hill said the City has done dust coating and Freemont Street is a carryover from last year. So you have about \$30,208 of that allocated so that leaves you with an anticipated balance of \$169,791. Discussion held regarding the budgeted amount for street improvements and which streets should be done in 2015. Motion by Mihalik, seconded by Wollin to go out to bid for South Third Street (Common to Paquin) overlay with patch, South Third Street (Paquin to Main) overlay, West Hoosac Street overlay and North Cottrill Street (Lake to Main) overlay. Unanimous vote. Motion carried. Mayor Mihalik said he would also like to give Teresa some direction to contact the homeowner on Blowers regarding the Council discussion. Motion by Mihalik, seconded by Vail to get quotes regarding the first sealcoat group for this year for West Main Street (Cottrill to Reed), North 1st Street (Lake to TH 13) and South 3rd Street (TH 60 to Common) for an estimated total of \$66,000. Unanimous vote. Motion carried.

4. Resolution 2015R-025 LCCMR Rain Garden Project. Motion by Vail, seconded by Mihalik to table Resolution 2015R-026 LCCMR Rain Garden Project. Unanimous vote. Motion carried.

5. Inspection Report – Gilligans Building. Mayor Mihalik asked if Ms. Hill has had a chance to have anyone take a look at the Gilligans Building. Ms. Hill said she has Dan Murphy lined up to go and do the inspection. Casey's has not found anybody to let her in the building yet. It sounded like they were going to try to get it done right away. Motion by Mihalik, seconded by McIntyre to table the inspection report for the Gilligans Building. Unanimous vote. Motion carried.

6. Item 6 has been stricken from the agenda.

7. Building use for Gilligan's Building and Senior Center. Discussion held regarding the use of the Senior Center which included a historical Waterville history and art museum, use a portion to expand City Offices, making the library bigger, renting out for public use, tourism site, meeting place for community groups and possible Council Chambers. Ms. Grobe said the Senior Center is designated as a polling place would Council switch that? Mayor Mihalik said depending on what we decide to do with it that may need to be changed depending on what we do. Discussion held regarding the rental use of the Senior Center. Mayor Mihalik said if he has direction from Council to speak with Kathy Hoy the president of the Chamber and get her thoughts to bring back to Council. Motion by Mihalik, seconded by Wollin to give Ms. Hill permission to obtain quotes to have the wall added in the nook at the Senior Area as well as a

opening to get to that area and for a new reception counter that would work better for the office. Unanimous vote. Motion carried. Mayor Mihalik said we do not own the Gilligans building but he does think it is fair to open up for some suggestions and dialogue on this. Discussion held regarding the use of Gilligans as a Community Center. Ms. Vail said once we have it inspected we will learn more about the kitchen area as to what should be kept for catering or minimizing the kitchen area. Mayor Mihalik said if we were to use this as a rental facility those funds would go into a separate fund and that money would eventually be used for another addition to that unit. Mayor Mihalik said he would like to use the funds for reinvestment back into the City and for upkeep. Discussion held regarding a use for the Gilligans building. Ms. Vail said Council will welcome ideas from the Community. Ms. Grobe asked how much property is included on the front side of the building. Ms. Hill said according to Casey's there is not a lot of space in front of it, they said a total square footage of the entire property. Ms. Hill said she believes it is the parking stall area of the building and a permanent easement granted along the other side to allow access. Ms. Vail said the City owns part of the street on Hamilton that goes east of there which would help when we redesign access. Discussion held regarding the parking. Ms. Vail would like to go along when the inspection is held. Ms. Hill said we would have to have a three day notice of a special meeting in order for Council to go along when the inspection is held.

8. Rental Policy and Fees. Ms. Hill provided Council some examples of what other cities have done for their rental policy and fees. Mayor Mihalik said every time we would rent out there is a risk that we are inheriting, we have potential clean-up, deposits, all of this needs to be considered. Mayor Mihalik said in his opinion the City of Stockton's rental policy is very easy to follow and it is very clear of what is required. He would not make many changes to what they had although there were a couple of items he liked in the other policies as well that he might want to add to it. Ms. Vail said she liked Princeton's. It was much more detailed. She would like to have Mr. Moran's opinion on the rental policies. Mayor Mihalik said he would like to have Mr. Moran take a look at the Princeton and Wahkon Community Hall as far as limitation of liability or hold harmless what he thinks is the best language to use. Discussion held regarding rental fees. Discussion held regarding rental to non-profit/community based groups. Ms. Vail asked if the Council needed the space what would we do if it was rented. Ms. Hill said we would not rent out on the days Council needs the space or they could use Council Chambers. Motion by Mihalik, seconded by Wollin to have a \$50.00 deposit for rental and \$75.00 for 4 hours and an 8 hour rental for \$150.00 and community based/non-profit groups can rent at no charge however are still subject to the deposit. In addition we will need Mason Moran to draw up a draft rental agreement for Council to consider specifically looking at the Wahkon and Princeton agreements which he feels would be the best legally defensible agreement. Unanimous vote. Motion carried.

9. Revised Personnel Policy. Ms. Hill said the personnel policy is for Council to consider. The personnel committee has not had a chance to review the policy either. She asked Council to review the personnel policy prior to the next Council meeting. Motion by Mihalik, seconded by Wollin to table the revised personnel policy to the next regular Council meeting.

10. SMIF Paint Grant for Community Mural Projects. Mayor Mihalik said he was approached by a resident in the City who is an incredible artist and found the SMIF Paint Grant for Community Mural Projects. This is actually a group of three artists who said if the City is interested in this we will paint the mural, they are exciting about the opportunity of the City applying for the grant. Discussion held as to where the mural should go. Motion by Mihalik, seconded by McIntyre to give Teresa Hill permission to apply for the SMIF Paint Grant for Community Mural Projects. Unanimous vote. Motion carried.

11. Hazardous Building – was put as the first item on the agenda.

12. Planning and Zoning Violation. Ms. Hill said she spoke with Mr. Moran regarding the planning and zoning violation. Mr. Moran thought the best route to take would be to insure that they have to do a survey and any portion of the structure that is not within their property lines would need to be removed by a certain date. If there is not remedy in that he did suggest that we go through the Court system and do the fining of it. Motion by McIntyre, seconded by Mihalik that the City Council authorize notification to the property owner that an official survey will need to be completed within 30 days at their expense and the property owner has up to 45 days from today to have their property removed from the area it should not be. Unanimous vote. Motion carried.

13. Adjourn. Motion by Mihalik, seconded by Vail to adjourn. Unanimous vote. Motion carried. Meeting adjourned 7:35 p.m.

Stephen Mihalik, Mayor

Teresa Hill, Administrator/Clerk