



**MINUTES**  
**Committee on General Services**  
**Tuesday, September 8, 2020 @ 3:30 p.m.**

<https://us02web.zoom.us/j/81039345685>; ID: 810 3934 5685; Dial In: (646)876-9923

**CALL TO ORDER**

The meeting called to order at 3:31 p.m. via zoom.

**ROLL CALL via Zoom**

Council Member Hussain, Chair  
Council Member Wood, Vice Chair  
Council Member Garza, Member

**OTHERS PRESENT via ZOOM**

Sherrie Boak, Council Office Manager  
Lisa Hagen, Assistant City Attorney/Council Research Assistant  
Heather Sumner, OCA  
Greg Venker, Assistant City Attorney  
Cheryl Tennis  
Marc Jones, Department of Public Service

**Minutes**

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM AUGUST 25, 2020 AS PRESENTED. ROLL CALL VOTE, MOTION CARRIED 3-0.

**Public Comment on Agenda Items**

No public comment at this time.

**Discussion/Action:**

RESOLUTION – Appointment, C. Tennis; At Large Member; Human Relations & Community Services Board; Term to Expire June 30, 2024.

Council Member Hussain confirmed the Committee recently appointed members to fill the 1<sup>st</sup> and 3<sup>rd</sup> Ward positions, and this position would replace a vacancy left by Abbey Frazier.

Ms. Tennis introduced herself and provided a brief summary of her experience and what her role would mean to this appointment. Ms. Tennis informed the Committee she holds a career as a social worker, likes to address inequalities and through this new role on the Board she thought it would be a good opportunity to help the residents of Lansing. Council Member Wood asked her what her plans were to reach out to the community. Ms. Tennis stated she intended to attend neighborhood meetings and was also intending to create business cards with her role on this Board. Council Member Wood encouraged her to also attend the monthly Ward meetings. Council Member Garza referenced her application, and asked her what her vision

would be for that board and what she would like to accomplish. Ms. Tennis replied that the community needs people who will help bring them together and they need resources. With her experience with CMH as a social worker she has had the experience with people who do not know where to go or who to call. She is hoping to help them on a personal level. Lastly she noted she is familiar with Julie Rowe, and hopes to work with her on mentoring for this Board.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF CHERYL TENNIS TO THE HRCS BOARD. ROLL CALL VOTE, MOTION CARRIED 3-0.

RESOLUTION – Noise Waiver: Willard Avenue Pump Station (Hearing & Action 9/14)

Council Member Hussain noted the public hearing is set for September 14, 2020, but Council has been asked to take action the same night so the contractor can start as soon as September 19, 2020. He then noted that at the last Committee meeting when they set the public hearing, there were concerns on contractors currently starting before 7 am and the Committee asked that the contractor or City staff create door tags to be used the day before every weekend worked. Council Member Hussain noted that recently the staff had received word the contractor was looking for one more week in the waiver. Mr. Jones confirmed the contractor has had some unforeseen complications with vandalism, which caused a delay. So at this time they are asking for additional week ending on October 25, 2020. Also, since the initial request, with this delay they will be working every Saturday. Mr. Jones confirmed they will still place the door hangers on Friday, but they might amend the language to state it will be every Saturday through October 25<sup>th</sup>. Lastly Mr. Jones confirmed that the notice did get mailed out to the 40 effected properties, and it was not specific to dates so this change to October 25, 2020 should not affect the public hearing. Council Member Hussain asked if Mr. Jones had spoken to the contractor about not starting before 7 am, at which Mr. Jones confirmed he had spoken to them, but wanted it known there is a by-pass pump that runs continuously. Council Member Wood asked if the dates for the waiver are listed in the public hearing notice, if they would have to re-notice. Mr. Venker stated the ordinance did not specify but he would have to look at the notice. Mr. Venker was referred to the document in the packet, and then noted that if the City is the applicant the Mayor cannot grant any extensions because they can only be granted for non-profits. Council Member Wood asked if there was an issue if the notice did not list the dates, and they need to work on Sundays. Mr. Jones confirmed they will only work on Sundays in case of emergencies. Council Member Garza asked who the contractor was and was told Hoffman Brothers. Council Member Hussain clarified for the Committee and OCA the notice for the hearing did not list the dates of the actual noise waiver, but the date of the hearing. Mr. Venker confirmed the ordinance did not state the dates of the waiver had to be listed. Council Member Wood asked Ms. Boak, to reach out to the City Clerk to see how the notice was publishes. Ms. Boak, stated that the noise waiver public hearing notice is not required to be published just mailed out to the effected residents 12 days prior.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE NOISE WAIVER, PENDING THERE ARE NOT PUBLIC COMMENTS AT THE PUBLIC HEARING ON 9/14/2020 THAT WOULD CAUSE THE WAIVER NOT TO BE ISSUED. ROLL CALL VOTE, MOTION CARRIED 3-0.

#### RESOLUTION- Boards/Commissions Annual Trainings

Council Member Hussain recapped at the last meeting the resolution was not acted on by Committee because it was unclear if it was enforceable, and if there could be standards set that if a member does not participate in the annual training if they could be removed or suspended. That meeting also requested a clause be placed in it saying that upon passage it would be transmitted to all Boards and Commission. Ms. Hagen stated she had not done the amendments, but confirmed they could add the clause on transmitting, did confirm with the OCA that if a member does not complete training they cannot be removed. A member can only be removed for cause. Regarding suspending a member, it would have to be listed in all the boards individual by laws, rules or procedures. Council Member Wood asked that the OCA also add a recommendation that all Boards and Commissions amend their rules to address the annual training. The OCA was asked to amend the resolution by the September 22, 2020 meeting for Committee action. If they have any issues they were directed to contact Council Member Hussain directly.

#### DISCUSSION – Fiscal Year 2021/2022 Budget Priorities

Council Member Hussain asked for input from the Committee on items to add. Council Member Wood suggested \$5,000 for training modules for the OCA to utilize for the Boards and Commissions. Council Member Hussain asked Mr. Venker if the OCA had any input on that suggestion or amount, and he stated he would have to report back. Council Member Garza had no comments at this time. Council Member Hussain asked the Committee to forward any additional suggestions to the Office Manager for full Council discussion. Council Member Wood suggested additional funds to be added for each department to continue providing written materials for the public.

#### **Other:**

Regarding item h., Council Member Hussain stated he spoke to LPD Chief Green who confirmed they have not received any complaints on a violation of the suspensions. An additional question to the Chief on who from LPD follows up with the business has not been responded back yet, and Council Member Hussain stated he would report the Committee once he heard back.

- a. Michigan Liquor Control Commission; Transfer License with Sunday Sales, Outdoor Service, Catering Bars and Dance-Entertainment from 7786 E. US 10, Walhalla to 419 Spring Street, Lansing. Transfer Governmental Unit from Branch Twp., Mason County to Lansing City, Ingham County **(Pending Application)**
- b. Michigan Liquor Control Commission; RID#RZ-1908-14021; Board of Trustees, Michigan State University, request to transfer of ownership of Escrowed 2019 Class C Licensed Business with Sunday Sales Permit (P.M.), Entertainment Permit and Sunday Sales Permit (A.M.) from HOA Restaurant Holder; transfer location from 172 E Edgewood Blvd., new Additional Bar Permit for a total of 2 bars, new outdoor service area; new specific purpose permit (golf), transfer classification from Class C License issued under MCL 436.1531 to Class C License issued under MCL436.1513(4) (non-transferable) at 3535 Forest Road, Suite C88A **(Pending Application)**
- c. Michigan Liquor Control Commission; Transfer of Ownership 2019 SDD & SDM License; Sunday Sales (AM) and Sunday Sales Permit (PM) from Ransom's Food Center, Inc. 1001 S. Clinton Street, Stockbridge to 6030 S. Pennsylvania Avenue, Suite 11 Lansing. Transfer Governmental Unit under MCL 436.1531(18) from Stockbridge Village to Lansing City **(Per Clerk no City action required)**

- d. Michigan Liquor Control Commission; Request ID RQ-2004-05970 for a new SDM License Issued Under MCL 436.1533(5), New Sunday Sales Permit (AM) at 1625 West Mount Hope Avenue, Lansing **(Per Clerk no City action required)**
- e. RID #RQ-2003-05076; Ozone's Brew house, LLC Application for a New Small Wine Maker License at 305 Beaver Street **(Per Clerk no City action required)**
- f. RIS #RQ-2006-07987; Lansing Entertainment and Public Facilities Authority & City of Lansing, application for a New SDM License issued under MCL 436.1533(5)(A), Non-Transferable at 1600 Ormond St. (Groesbeck Golf Course)**(Per Clerk no City action required)**
- g. RID #RQ-2007-09450; New SDM License Issued under MCL 436.1533(5) at 621 E Michigan Avenue, Batter Up LLC **(Pending Application)**
- h. NOTICE – Michigan Liquor Control Commission Penalty Hearing; Macho's Party Store at 5101 S Pennsylvania; One Month Suspension effective 8/28/2020. **(Referred to LPD and Place on File)**

**Adjourned**

Adjourned at 4:26 p.m.

Submitted by Sherrie Boak,

Office Manager, Lansing City Council

Approved by the Committee on September 22, 2020