

**CITY OF MT. MORRIS
CITY COUNCIL AGENDA
11649 N. Saginaw Street
Mt. Morris, MI 48458
April 10, 2017
7:00 P.M.**

1. **MEETING CALLED TO ORDER:** Mayor Duane Dunckel
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF MINUTES:** Budget Workshop meeting held on March 27, 2017, and Regular meeting minutes held on March 27, 2017.
6. **COMMUNICATIONS:**
 - a. **None.**
7. **APPROVAL OF WARRANT:** Warrant #17-07 in the amount of \$19,626.02.
8. **PUBLIC COMMENT (Five Minute Time Limit):** *This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Issues brought up will not be discussed in detail at this meeting. Issues will either be referred to the proper staff or will be scheduled for consideration at a future City Council Meeting.*
9. **UNFINISHED BUSINESS:**
 - a. **None.**
10. **NEW BUSINESS:**
 - a. **Request from 150th Committee for Beer Tent in Downtown Parking Lot.**
 - b. **Request from Joyce Bartos to Purchase Parcel 57-06-551-007.**
 - c. **RESOLUTION 17-13: Set Public Hearing for Fiscal Year 2017/2018 Budget.**
 - d. **RESOLUTION 17-14: Approval to purchase - Code Vehicle.**
 - e. **RESOLUTION 17-15: Approval to purchase - Patrol Vehicle.**
 - f. **RESOLUTION 17-16: Approval of City Manager Contract.**
 - g. **Discussion on Rental Inspections.**
11. **PUBLIC COMMENT (Five Minute Time Limit):** *This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Issues brought up will not be discussed in detail at this meeting. Issues will either be referred to the proper staff or will be scheduled for consideration at a future City Council Meeting.*
12. **COUNCIL MEMBER AND STAFF COMMENTS**
13. **ADJOURNMENT**

Per Rules of order of the Mt. Morris City Council 3.11 (c) Persons addressing the Council shall limit their comments to not more than 5 minutes or other time set by the Chair. The Clerk will maintain the official time and notify the speakers when their time is up.

Please turn off all cell phones and other electronic devices prior to the meeting

CITY OF MT. MORRIS
CITY COUNCIL – BUDGET WORKSHOP
March 27, 2017

At **5:00 p.m.**, Mayor Duane K. Dunckel opened the Budget Workshop Session.

PRESENT: Dan Davis, Tonya Davis, James Young, Randy Michaels, Jeff Roth, and William Daniels.

ABSENT: None.

OTHERS: Interim City Manager/Treasurer Vicki Fishell, Fire Chief Michael Vogt, Police Chief Keith Becker, and City Clerk Kristina Somers.

2017/2018 Working Budget Document

After discussion on the General Funds, Council discussed making the following changes;

1. Increase on Fire Chief wage to \$5,500, increase certified firefighters to \$13.50 per hour.
2. Increase Part-time Police Officer wages to \$15 per hour.
3. Discussion was had to increase hourly non-union employee wages.

After discussion, Council scheduled the next 2017/2018 Budget Workshop for April 10, 2017 at 5:30 p.m. before the City Council meeting.

ADJOURNMENT:

With no further business, the Workshop was adjourned at **6:30 p.m.**

Kristina K. Somers, City Clerk

CITY OF MT. MORRIS
CITY COUNCIL – REGULAR MEETING
March 27, 2017

At 7:00 p.m., Mayor Duane K. Dunckel called the Regular Council Meeting to order.

PRESENT: Michaels, T. Davis, Daniels, D. Davis, Roth, Young, and Dunckel.

ABSENT: None.

OTHERS: Interim City Manager/Treasurer Vicki Fishell, Police Chief Keith Becker, Fire Chief Vogt (Left early), and City Clerk Kristina Somers.

The Pledge of Allegiance.

ROLL CALL:

All members present.

APPROVAL OF AGENDA:

A motion was made by Council member Daniels, seconded by Council member Roth to approve the agenda as amended.

All Ayes.
Motion carried.

Mayor Duane K. Dunckel requested that item d. under New Business be switched with item a. under New Business.

MINUTES:

A motion was made by Council member Michaels, seconded by Council member T. Davis to approve the minutes for the regular meeting held on March 13, 2017.

All ayes.
Motion carried.

COMMUNICATIONS:

a. 2017 Law Day Proclamation – “The Fourteenth Amendment: Transforming American Democracy.”

APPROVAL OF WARRANT:

A motion was made by Council member Roth, seconded by Council member Daniels to approve **Warrant 17-06 in the amount of \$143,499.75.**

Roll Call: 7 Ayes 0 Nays 0 Absent

Motion carried.

PUBLIC COMMENT:

Lillian Bigelow – 381 Oak St. - Discussed retirement of Father Tom from St. Mary’s Church.

Connie Owens – 1097 W Stanley Rd. – Discussed DDA meetings schedule, City wide calendar, and the Community room schedule, being posted on the City of Mt. Morris website.

Dan Lavelle – 322 Oak St. – Discussed Veteran flags, and Medal of Honor Wreath Ceremony that will take place May 27th at the Mt. Morris Cemetery starting at 9am. Discussed the volume of City trash collected, and the weekly pick-up rate.

UNFINISHED BUSINESS:

a. None.

NEW BUSINESS:

a. RESOLUTION 17-12: Approval of HUD disbursement plan.

A motion was made by Council member Michaels, seconded by Council member Young to approve **RESOLUTION 17-07: Acceptance of Saginaw Street Road and Water bids.**

Roll call: ___7___ Ayes ___0___ Nays ___0___ Absent

Motion carried.

b. RESOLUTION 17-10: ROWE Engineering Contract – Roosevelt Avenue Water Main Replacement.

A motion was made by Council member Roth, seconded by Council member Young to approve **RESOLUTION 17-10: ROWE Engineering Contract – Roosevelt Avenue Water Main Replacement.**

Roll call: ___7___ Ayes ___0___ Nays ___0___ Absent

Motion carried.

Council member D. Davis discussed the bond involved in this project, and confirmation that this project is set to be completed next year.

c. RESOLUTION 17-11: ROWE Engineering Contract – Roosevelt Avenue Improvement Project.

A motion was made by Council member Michaels, seconded by Council member Roth to approve **RESOLUTION 17-11: ROWE Engineering Contract – Roosevelt Avenue Improvement Project.**

Roll call: ___7___ Ayes ___0___ Nays ___0___ Absent

Motion carried.

d. RESOLUTION 17-09: Approval of Republic Services Contract.

A motion was made by Council member Roth, seconded by Council member Michaels to approve **RESOLUTION 17-09: Approval of Republic Services Contract Option#2 (Solid waste carts only).**

Roll call: ___3___ Ayes ___4___ Nays ___0___ Absent
 (Daniels)
 (D. Davis)
 (T. Davis)
 (Young)

Motion failed.

Council Minutes

March 27, 2017

Page Four.

Council member Daniels thanked department heads, and Council for the great work on the budget.

Interim City Manager/Treasurer Vicki Fishell discussed the grant that was granted of \$144k, the City will now only have to bond for \$211k. Still on track, waiting out our 45 days, then will be ready to go with project.

City Clerk Kristina Somers thanked Council for the opportunity to attend second year of Clerks Institute last week. Thanked Council for their discussions and positive outlook on the budget.

Police Chief Becker discussed how well the budget workshop went, and good to hear all the positivity.

Mayor Duane K. Dunkel agrees the budget workshop went great. Department heads have done a great job in keeping cost down.

Interim City Manager/Treasurer Vicki Fishell read letter presented to her by Fire Chief Vogt, when he left the meeting early. The letter thanked Council for the support and passing of the HUD fund disbursement Resolution. Thanked the Council and public for their support of staff, Police, and Fire departments. Thanked Vicki, and City staff for their hard work, and dedication to the City of Mt. Morris.

Mayor Duane K. Dunkel informed Council and public, that the next Budget Workshop is scheduled for April 10th, at 5:30 p.m. before the City Council meeting.

ADJOURNMENT:

With no further business, the Council Meeting was adjourned at **7:26 p.m.**

Kristina K. Somers, City Clerk

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General					
Dept 000	UNDISTRIBUTED FRINGE BENEFITS	MICHIGAN MUNICIPAL LEAGU	UNEMPLOYMENT QUARTERLY CONTRIBUTION	68.32	
101-000-066.000	DEPOSITS PAYABLE	REBECCA IVERSON	KEY DEPOSIT	25.00	
101-000-256.000		Total For Dept 000		93.32	
Dept 215 ADMINISTRATION					
101-215-740.000	OPERATING EXPENSE	SHRED-IT	MARCH CHARGES	19.25	
101-215-825.000	MAINTENANCE AGREEMENTS	PITNEY BOWES	JAN-APRIL LEASE	314.07	
101-215-850.000	COMMUNICATIONS	COMCAST CABLEVISION	CITY HALL APRIL CHARGES	66.58	
101-215-874.000		CRAIG CARLTON	HEALTH INS OPT OUT	1,050.00	
		Total For Dept 215 ADMINISTRATION		1,449.90	
Dept 265 CITY HALL & GROUNDS					
101-265-920.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	MARCH WATER CHARGES	30.53	
		Total For Dept 265 CITY HALL & GROUNDS		30.53	
Dept 305 POLICE DEPARTMENT					
101-305-740.000	OPERATING EXPENSE	SHRED-IT	MARCH CHARGES	19.25	
101-305-740.000	OPERATING EXPENSE	TASER INTERNATIONAL INC	PD - CARTRIDGE/BATTERY	344.70	
101-305-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED FUEL	923.82	
101-305-850.000	COMMUNICATIONS	COMCAST CABLEVISION	CITY HALL APRIL CHARGES	38.04	
101-305-850.000	COMMUNICATIONS	VERIZON	MARCH CHARGES	58.25	
101-305-930.000	REPAIR & MAINTENANCE - VEHICL	FAIRHAVEN AUTO PARTS	DPW SUPPLIES	19.66	
101-305-930.000	REPAIR & MAINTENANCE - VEHICL	LETAVIS ENTERPRISES, INC	JAN-MARCH CAR WASH - PD	161.00	
		Total For Dept 305 POLICE DEPARTMENT		1,564.72	
Dept 336 FIRE DEPARTMENT					
101-336-740.000	OPERATING EXPENSE	DOUGLASS SAFETY SYSTEMS	FD - PARTS	176.33	
101-336-740.000	OPERATING EXPENSE	FAIRHAVEN AUTO PARTS	FD SUPPLIES	38.49	
101-336-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED FUEL	10.95	
101-336-850.000	COMMUNICATIONS	COMCAST CABLEVISION	CITY HALL APRIL CHARGES	19.02	
101-336-850.000	COMMUNICATIONS	VERIZON	MARCH CHARGES	37.81	
		Total For Dept 336 FIRE DEPARTMENT		282.60	
Dept 400 PLANNING COMMISSION					
101-400-956.000	MISC	MARQUEE ENGRAVING	PLANNING/NAME PLATES	22.00	
		Total For Dept 400 PLANNING COMMISSION		22.00	
Dept 441 PUBLIC WORKS					
101-441-740.000	OPERATING EXPENSE	FAIRHAVEN AUTO PARTS	DPW SUPPLIES	39.95	
101-441-740.000	OPERATING EXPENSE	LEO'S SAW SHOP	DPW - PARTS	20.00	
101-441-740.000	OPERATING EXPENSE	MENARDS - CLIIO	SUPPLIES	9.68	
101-441-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED FUEL	1.19	
101-441-850.000	COMMUNICATIONS	COMCAST CABLEVISION	DPW APRIL CHARGES	46.59	
101-441-850.000	COMMUNICATIONS	VERIZON	MARCH CHARGES	26.09	
101-441-920.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	MARCH WATER CHARGES	29.14	
101-441-930.000	REPAIR & MAINTENANCE - VEHICL	C & S MOTORS, INC.	PARTS TRUCK#36	212.93	
101-441-930.000	REPAIR & MAINTENANCE - VEHICL	FAIRHAVEN AUTO PARTS	DPW SUPPLIES	15.28	
		Total For Dept 441 PUBLIC WORKS		400.85	
Dept 528 TRASH COLLECTION					
101-528-801.000	PROFESSIONAL SERVICES	REPUBLIC SERVICES #237	MARCH CHARGES	10,525.95	
		Total For Dept 528 TRASH COLLECTION		10,525.95	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General					
Dept 738 LIBRARY	PROFESSIONAL SERVICES	SHERWOOD PROFESSIONAL CL	MARCH LIBRARY CLEANING	270.00	
101-738-801.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	MARCH WATER CHARGES	46.60	
101-738-920.000					
		Total For Dept 738 LIBRARY		316.60	
		Total For Fund 101 General		14,686.47	
Fund 202 Major Street					
Dept 451 STREET CONSTRUCTION	ENGINEERING	ROME PROFESSIONAL SERVIC	15C0036-SAGINAW ST IMPR	286.92	
202-451-820.000					
		Total For Dept 451 STREET CONSTRUCTION		286.92	
Dept 463 STREET ROUTINE MAINTENANCE	OPERATING EXPENSE	VERIZON	MARCH CHARGES	52.22	
202-463-740.000					
		Total For Dept 463 STREET ROUTINE MAINTENANCE		52.22	
		Total For Fund 202 Major Street		339.14	
Fund 591 Water Fund					
Dept 215 ADMINISTRATION	COMMUNICATIONS	COMCAST CABLEVISION	DPW APRIL CHARGES	46.59	
591-215-850.000	COMMUNICATIONS	COMCAST CABLEVISION	CITY HALL APRIL CHARGES	38.05	
591-215-850.000	COMMUNICATIONS	VERIZON	MARCH CHARGES	26.09	
		Total For Dept 215 ADMINISTRATION		110.73	
Dept 537 WATER DISTRIBUTION	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED FUEL	148.60	
591-537-745.000	ENGINEERING	ROME PROFESSIONAL SERVIC	14C0228-SAGINAW ST WATER REP	4,225.00	
591-537-820.000	REPAIR & MAINTENANCE - VEHICL	FAIRHAVEN AUTO PARTS	DPW SUPPLIES	14.85	
591-537-930.000					
		Total For Dept 537 WATER DISTRIBUTION		4,388.45	
		Total For Fund 591 Water Fund		4,499.18	
Fund 592 Sewer Fund					
Dept 215 ADMINISTRATION	COMMUNICATIONS	COMCAST CABLEVISION	DPW APRIL CHARGES	46.60	
592-215-850.000	COMMUNICATIONS	COMCAST CABLEVISION	CITY HALL APRIL CHARGES	28.54	
592-215-850.000	COMMUNICATIONS	VERIZON	MARCH CHARGES	26.09	
		Total For Dept 215 ADMINISTRATION		101.23	
		Total For Fund 592 Sewer Fund		101.23	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 General	14,686.47	
			Fund 202 Major Street	339.14	
			Fund 591 Water Fund	4,499.18	
			Fund 592 Sewer Fund	101.23	
			Total For All Funds:	<u>19,626.02</u>	

This Warrant is hereby approved and directed for payment.

Duane Dunckel, Mayor

Kristina K. Somers, City Clerk



March 29, 2017

City of Mt. Morris;

I Joyce Bartos, owner of B's Flowers +, located at 755 E. Mt. Morris Street, would like to purchase parcel number 57-06-551-007, the lot adjacent from my location, from the City of Mt. Morris for \$1. This will place the parcel back on the City of Mt. Morris tax roll, and will be one less lot the City will have to maintain. When I originally bought my business, the City Manager at that time offered the parcel to me for \$1, but I declined.

Thank you for your consideration,

A handwritten signature in black ink that reads "Joyce Bartos". The signature is written in a cursive, flowing style.

Joyce Bartos, Owner
B's Flowers +
755 E. Mt. Morris Street
Mt. Morris, MI 48458

**CITY OF MT. MORRIS
RESOLUTION NO. 17-13**

WHEREAS: The Charter of the City of Mt. Morris, specifically Section 7.4 thereof entitled, "Budget Hearing", requires a public hearing on the budget before final adoption at such place and time as the Council shall direct; and

WHEREAS: The Charter further provides that notice of such public hearing shall be published at least one week in advance by the City Clerk and further provides that a copy of the proposed budget shall be on file and available to the public during office hours at the office of the City Clerk for a period of not less than one week prior to such public hearing.

NOW THEREFORE, BE IT RESOLVED:

That this Council does hereby set Monday, April 24, 2017 at 7:00 p.m. as the date and time for the public hearing on the fiscal year 2017/2018 budget, which hearing shall take place at the City Council chambers at 11649 N. Saginaw Street in the City of Mt. Morris, Michigan.

BE IT FURTHER RESOLVED:

That pursuant to the Truth in Taxation law the property tax millage rate proposed to be levied to support the proposed budget shall also be a subject of this hearing.

BE IT FURTHER RESOLVED:

That the Clerk is hereby directed to cause notice of said public hearing to be published at least six days before the said hearing and does further direct the Clerk to have on file and available in the City Hall, a copy of the fiscal year 2017/2018 budget during business hours for a period of not less than one week prior to said public hearing.

Moved by Council member _____, seconded by Council member _____, and thereafter adopted by the City Council of the City of Mt. Morris at a regular meeting held Monday, April 10, 2017 at 7:00 p.m.

_____ Yea

_____ Nay

_____ Absent

Duane K. Dunckel, Mayor

Kristina K. Somers, City Clerk

**CITY OF MT. MORRIS
RESOLUTION NO. 17-14**

WHEREAS: The City is desirous of purchasing a 2017 Dodge Charger with police package and to add to the said vehicle, hidden lights and siren, and,

WHEREAS: Resolution 17-12 adopted at the Council meeting of March 27, 2017 provides for a disbursement in the amount of \$22,204.58 for a “Rental Inspection/Code Enforcement Vehicle” and,

WHEREAS: The above designated Dodge Charger will be used for Code Enforcement purposes but the cost thereof will exceed the amount set forth in the disbursement plan contained in Resolution 17-12, and,

WHEREAS: Accordingly, an additional amount of \$4,383.42 is necessary to effect this purchase, and,

NOW, THEREFORE, BE IT RESOLVED:

That this Council does hereby authorize the additional expenditure of \$4,383.42 for the purpose of purchasing said Dodge Charger with the lights and siren package and does authorize staff to take appropriate action pursuant hereto.

Moved by Council member _____, seconded by Council member _____, and thereafter adopted by the City Council of the City of Mt. Morris at a meeting held Monday, April 10, 2017 at 7:00 p.m.

_____ Yea _____ Nay _____ Absent

Duane K. Dunckel, Mayor

Kristina K. Somers, City Clerk

**CITY OF MT. MORRIS
RESOLUTION NO. 17-15**

WHEREAS: The Police Department is in need of an additional vehicle, and,

WHEREAS: The department is desirous of obtaining a 2017 Dodge Charger with police package, and,

WHEREAS: In order to accommodate the purchase of this vehicle, it is necessary to place the order by April 20, 2017 and the Chief of Police has worked out an arrangement with the dealer whereby the order can be placed at this time but the invoice will not be submitted until after the effective date of the 2017-2018 budget year and it is further understood that this purchase is subject to a USDA grant of at least \$12,000.00.

NOW, THEREFORE, BE IT RESOLVED:

That this Council does hereby authorize the purchase of said 2017 Dodge Charger with police package subject to the terms above and the specific understanding that said order can be cancelled if USDA funding in the amount of at least \$12,000.00 is not secured.

AND, BE IT FURTHER RESOLVED:

That staff is hereby authorized to, accordingly, take all appropriate action pursuant hereto.

Moved by Council member _____, seconded by Council member _____, and thereafter adopted by the City Council of the City of Mt. Morris at a meeting held Monday, April 10, 2017 at 7:00 p.m.

_____ Yea _____ Nay _____ Absent

Duane K. Dunkel, Mayor

Kristina K. Somers, City Clerk

**CITY OF MT. MORRIS
RESOLUTION NO. 17-16**

WHEREAS: Pursuant to Resolution 16-47, Vicki Fishell was designated Interim City Manager/Treasurer to serve in said position until June 30, 2017, and,

WHEREAS: Due to the quality and efficiency of her work, this Council has determined to appoint her to the position of City Manager subject to the terms and conditions set forth in the attached Employment Contract pursuant to which she shall continue to occupy the office of City Treasurer and will receive the compensation as set forth therein, and shall have the right to return to the position of City Treasurer at the termination of her tenure as City Manager.

NOW, THEREFORE, BE IT RESOLVED:

That this Council does hereby approve the attached Employment Contract and does hereby authorize the execution thereof by the Mayor and City Clerk.

Moved by Council member _____, seconded by Council member _____, and thereafter adopted by the City Council of the City of Mt. Morris at a meeting held Monday, April 10, 2017 at 7:00 p.m.

_____ Yea _____ Nay _____ Absent

Duane Dunckel, Mayor

Kristina K. Somers, City Clerk

EMPLOYMENT CONTRACT

THIS CONTRACT made this 10th day of April, 2017 by and between the City of Mt. Morris, a Michigan Municipal Corporation and Vicki Fishell,

WITNESSETH:

1. **Retention as City Manager:** Vicki Fishell shall serve as City Manager and shall perform all duties and functions of said office pursuant to the Charter of the City of Mt. Morris. She shall, also, during the term hereof continue to occupy the office of City Treasurer, with the understanding, that some routine functions will be delegated.

2. **Term:** Vicki Fishell shall serve a term of four (4) years and one (1) month commencing on July 1, 2017 and terminating on July 31, 2021.

3. **Compensation; Increase in 2019:** (a) Vicki Fishell shall be compensated at the rate applicable to the position of City Treasurer and shall continue to receive all rights and fringe benefits applicable to employees of the City of Mt. Morris including, but not limited to the retirement program and all other benefits as set forth in the applicable sections of the Personnel Policy. She shall receive in addition to the full Treasurer's salary, the sum of \$17,000.00, and fringe benefits, including the City's retirement contribution shall be based upon the aggregate salary, which shall consist of these two amounts; (b) She shall be entitled to a raise of 3% of the said aggregate salary, as aforesaid, on July 1, 2019 and said rate shall continue as long as this contract continues; and, (c) Service in the position of City Manager shall not, in any way, have an effect upon the receipt of those fringe benefits currently applicable to her in the position of City Treasurer.

4. **Termination:** Either party, the City or Vicki Fishell, shall have the right to terminate this Contract upon 60 days written notice.

5. **Return to the Position of City Treasurer:** At the termination of her tenure as City Manager, whether it be during the term of this Agreement or after the term has been concluded, she shall have the absolute right to return to the position of City Treasurer with all of the rights and benefits pertaining thereto including, but not limited to seniority rights accrued during the term of this agreement.

Pursuant to Council Resolution 17-16.

City of Mt. Morris

Dated: April ____, 2017

By: Duane Dunckel, Mayor

Dated: April ____, 2017

By: Kristina K. Somers, City Clerk

Dated: April ____, 2017

Vicki Fishell, Interim City Manager/Treasurer