CITY OF MT. MORRIS
CITY COUNCIL AGENDA
11649 N. Saginaw Street
Mt. Morris, MI 48458
December 9, 2019
7:15 P.M.

1. MEETING CALLED TO ORDER: Mayor Duane K. Dunckel.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

a. Approval of Regular meeting minutes from November 25th, 2019.

6. COMMUNICATIONS:

a. None.

7. APPROVAL OF WARRANT: Approval of Warrant #19-25 in the amount of $46,316.47.

8. PUBLIC COMMENT (Agenda Items Only /Five Minute Time Limit).

9. PRESENTATION: Fiscal Year 2018-2019 Audit by Plante Moran.

10. UNFINISHED BUSINESS:

a. Community Room.

11. NEW BUSINESS:

a. RESOLUTION 19-36: OPEB
b. RESOLUTION 19-37: Tax Reverted Property Disposition.
c. RESOLUTION 19-38: Meeting Dates

12. PUBLIC COMMENT (Five Minute Time Limit).

13. COUNCIL MEMBER AND STAFF COMMENTS

14. ADJOURNMENT

PLEASE SILENCE ALL CELL PHONES AND ALL OTHER ELECTRONIC DEVICES PRIOR TO THE MEETING

CITY OF MT. MORRIS
CITY COUNCIL – REGULAR MEETING
November 25, 2019

At **7:15 p.m.**, Mayor Duane K. Dunckel called the Regular Council Meeting to order.

PRESENT: Black, Freeman, Irwin, Sorensen, Thayer, Dunckel

ABSENT: Roth.

OTHERS: City Manager/Treasurer Vicki Fishell, Fire Chief James Young, Attorney Amanda Doyle, and Deputy City Clerk April Smith.

The Pledge of Allegiance.

ROLL CALL:

A Motion was made by Council Member Black seconded by Council Member Freeman to approve the absence of Council Member Roth.

All Ayes
Motion Carried.

APPROVAL OF AGENDA:

A motion was made by Council member Irwin, seconded by Council member Black to approve the agenda.

All ayes.
Motion carried.

MINUTES:

A motion was made by Council member Sorensen, seconded by Council member Thayer to approve the minutes of the regular meeting held on November 11th,2019.

All ayes.
Motion carried.

COMMUNICATIONS:

a. **None.**

APPROVAL OF WARRANT:

A motion was made by Council member Thayer, seconded by Council member Black to approve **Warrant #19-24 in the amount of $92,670.03.**

Roll call: ____6____Ayes ____0____Nays ____1____Absent (Roth)

Motion Carried.

Council Member Freeman questioned the purchases from Zodiac and the amount for Genesee County Drain Commission

Council Member Irwin questioned what purchases were made from Core Logic, Zodiac and Menards.

PUBLIC COMMENT:

Greg Gilmer - 468 Oak St. – Stated he would like to dispute the mowing invoice he received. Stated he would pay the $30.00 admin fee but would like the $126.00 waived.

Maureen McGillis – 12348 Parklane – Stated that Republic Garbage Service missed the whole end of the street. Stated that Republic said they would come pick it up but it sat out for 6 days and DPW came and picked it up.

Wayne Walter – 12338 Parklane – Stated that this is the sixth time in six months that garbage has not been picked up. Stated that he called Republic to talk to a supervisor and is still waiting for a call back. Questioned how we can get out of the contract with Republic.

Lillian Bigelow – 381 Oak – Questioned why DPW Superintendent Paul Zumbach hasn't been at the last couple meetings.

Mark Whalen – 624 Wilson – Stated that the Community Room was original established for residents and senior citizens. Stated that Seniors aren't using the Community Room. Suggested at looking for things that make the Community Room more accessible to residents.

Maureen McGillis – 12348 Parklane – Questioned who owns the grey house next to the railroad tracks. Questioned if there is anything to do to make it look better and not be such an eye sore.

UNFINISHED BUSINESS:

a. **None.**

NEW BUSINESS:

a. **Community Room Policy.**

Council Member Irwin stated that he met up with Council and Community Room members to add and remove things from the policy. Stated he would like to open this up to a six-month review. Stated that there needs to be more advertisement for the Community Room. Suggested someone running a Community Room calendar online.

Council Member Freeman stated that the policy was supposed to be change to one day per week day. Stated that there needs to be clarification on weekend days. Stated that it should be one weekend a month which is two days Saturday and Sunday.

Council Member Black questioned the deposit fee of getting only $75.00 deposit back instead of $100.00. Suggested changing the fee to make the deposit less confusing.

Council Member Sorensen stated that he thinks they should clear up the deposit fees.

Mayor Duane Dunckel stated that they would need to add $25.00 to each deposit.

Council Member Black questioned the payment the groups would have to pay per year.

Council Member Irwin stated that there will need inspections on the weekends. Stated that spoke with Paul and said that there would be inspections done with digital documentation and if there was damages the deposit would be withheld.

Council Member Sorensen suggested put a cork board up in the Community Room with hooks for residents to hang things on.

Council Member Black questioned if anyone has a contract with the cleaners.

Council Member Irwin stated if there was no rental, they do not get paid.

Council Member Black stated that she would like to see all the changes made and reviewed by Attorney Doyle before approving.

A motion was made by Council member Black, seconded by Council member Sorensen to table the Community Room Policy until the next meeting.

All ayes.
Motion carried.

PUBLIC COMMENT:

Lillian Bigelow 381 Oak St. – Questioned when CRU Paintball was going to fix the front of the paintball property.

Rich Young – 1326 W. Mt. Morris – Suggested that Council read other Townships Code Ordinance to try and get rid of Blight and eye sores.

Connie Owens - 1097 W. Stanley Rd. – Stated that the Friends of the Libraries wreath contest has 19 poles booked. Stated that voting for the wreath contest is online or you can vote at the library. Stated that Friends of the Library is having kids crafts string art on December 7th.

Sandy Fejedelem – 604 Walnut – Questioned what the cost of the Sinkhole was.

Rich Young 1326 W. Mt. Morris – Questioned if the library had wi-fi and suggested putting up cameras that are motion triggered.

COUNCIL MEMBER AND STAFF COMMENTS:

Council Member Sorensen stated that he was glad with the movement of the Community Room. Stated that it needs to be advertised.

Council Member Thayer stated that there needs to be a discussion on putting more City things online and have someone manage it.

Council Member Irwin thanked the residents for coming to the meeting and sharing their concerns. Stated that he would like someone from the City get back to them with answers. Stated that he would like the City to get in contact with Republic. Suggested getting a City Calendar to update multiple events or meetings going on in the City. Suggested City Hall needed an answering machine to listen to in the morning. Thanked Down the Hatched for painting the building.

Council Member Black thanked the residents for coming in and stating their concerns about the garbage. Wished everyone a Happy Thanksgiving.

Council Member Freeman stated he had problems with the recycling also. Stated he liked the idea of advertising the Community Room. Stated that the Community Room needed some updating. Stated he rented out the Community Room and it was clean.

City Manager/ Treasure Vicki Fishell stated that she has been in touch with Republic about the garbage pickup. Stated the house on W. Mt. Morris was foreclosed on by the county and the City has an opportunity to buy it back if they wanted to. Stated that City Clerk Kristina Somers is in remission.

Chief Young stated that he was happy to get a link and share that online for the City. Stated that if you call 211, they will help with the public assistance program. Stated that he is trying to get more smoke alarms.

Mayor Duane Dunckel stated that the smoke alarm program is great. Stated he is happy to hear the news about Kristina Somers. Thanked Council Members for meeting about the Community Room. Wished everyone a Happy Thanksgiving.

ADJOURNMENT:

With no further business, the Council Meeting was adjourned at **8:14 p.m.**

_____
April Smith, Deputy City Clerk

INVOICE GL DISTRIBUTION REPORT FOR CITY OF MT MORRIS
EXP CHECK RUN DATES 12/10/2019 - 12/10/2019
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
WARRANT # 19-25

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General					
Dept 000					
101-000-256.000	DEPOSITS PAYABLE	BONNIE MCNEIL	KEY REFUND	25.00	
101-000-256.000	DEPOSITS PAYABLE	ROBERT GENSEL	KEY REFUND	25.00	
		Total For Dept 000		50.00	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	AMANDA DOYLE	LEGAL FEES	6,210.00	
		Total For Dept 210 ATTORNEY		6,210.00	
Dept 215 ADMINISTRATION					
101-215-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD CHARGES	32.25	
101-215-740.000	OPERATING EXPENSE	SHRED-IT		17.50	
101-215-850.000	COMMUNICATIONS	VERIZON	PHONE CHARGES	38.25	
101-215-874.000	RETIREE INSURANCE BENEFITS	GENESEE COUNTY TREASURER	DECEMBER 2019 LINA	19.42	
		Total For Dept 215 ADMINISTRATION		107.42	
Dept 253 TREASURER					
101-253-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD CHARGES	41.97	
		Total For Dept 253 TREASURER		41.97	
Dept 305 POLICE DEPARTMENT					
101-305-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD CHARGES	103.48	
101-305-740.000	OPERATING EXPENSE	I.T. RIGHT	MONITOR	192.81	
101-305-740.000	OPERATING EXPENSE	MAPLE TOWNE PRINTING	BUSINESS CARDS	50.00	
101-305-740.000	OPERATING EXPENSE	SHRED-IT		17.50	
101-305-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED & DIESEL FUEL	1,489.86	
101-305-759.000	UNIFORMS	LANSING UNIFORM COMPANY	UNIFORMS	209.85	
101-305-850.000	COMMUNICATIONS	VERIZON	PHONE CHARGES	57.36	
101-305-930.000	REPAIR & MAINTENANCE - VEHICL	LETAVIS ENTERPRISES, INC	CAR WASH	105.00	
		Total For Dept 305 POLICE DEPARTMENT		2,225.86	
Dept 336 FIRE DEPARTMENT					
101-336-714.800	FRINGE BENEFIT-NON PAYROLL	LINCOLN NATIONAL LIFE IN	LIFE INSURANCE	50.16	
101-336-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED & DIESEL FUEL	121.63	
101-336-959.000	MEMBERSHIP & DUES	MICHIGAN STATE FIREMEN'S	2020 DEPARTMENT MEMBERSHIP	75.00	
		Total For Dept 336 FIRE DEPARTMENT		246.79	
Dept 441 PUBLIC WORKS					
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	PARTS	4.79	
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	COUPLER PLUG	5.19	
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	PARTS	4.09	
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	PARTS	29.88	
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	SUPPLIES	13.29	
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	SUPPLIES	2.49	
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	SUPPLIES	13.29	
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	SUPPLIES	10.71	
101-441-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	37.75	
101-441-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	1.30	
101-441-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED & DIESEL FUEL	154.71	
101-441-850.000	COMMUNICATIONS	VERIZON	PHONE CHARGES	30.35	
101-441-922.000	STREET LIGHTING	CONSUMERS ENERGY	LED LIGHTS	13.69	
101-441-922.000	STREET LIGHTING	CONSUMERS ENERGY	LED LIGHTS	55.25	
101-441-923.000	DRAINS-AT-LARGE	GENESEE COUNTY DRAIN COM	NPDES PHASE OCT.1 2019 - DEC.31 2019	402.17	
101-441-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	26.98	

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BOTH OPEN AND PAID
WARRANT # 19-25

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General					
Dept 441 PUBLIC WORKS					
101-441-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	25.29	
101-441-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	SUPPLIES	13.38	
		Total For Dept 441 PUBLIC WORKS		844.60	
Dept 528 TRASH COLLECTION					
101-528-801.000	PROFESSIONAL SERVICES	REPUBLIC SERVICES #237	TRASH SERVICE	13,802.47	
		Total For Dept 528 TRASH COLLECTION		13,802.47	
		Total For Fund 101 General		23,529.11	
Fund 202 Major Street					
Dept 451 STREET CONSTRUCTION					
202-451-820.000	ENGINEERING	HUBBELL, ROTH & CLARK, I	PROFESSIONAL SERVICES - ROOSEVELT	170.10	
		Total For Dept 451 STREET CONSTRUCTION		170.10	
Dept 463 STREET ROUTINE MAINTENANCE					
202-463-740.000	OPERATING EXPENSE	VERIZON	PHONE CHARGES	60.70	
		Total For Dept 463 STREET ROUTINE MAINTENANCE		60.70	
Dept 474 TRAFFIC SERVICES					
202-474-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	TRAFFIC LIGHTS	161.94	
		Total For Dept 474 TRAFFIC SERVICES		161.94	
		Total For Fund 202 Major Street		392.74	
Fund 276 Downtown Development Authority					
Dept 103 AUTHORITY BOARD					
276-103-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	10.28	
		Total For Dept 103 AUTHORITY BOARD		10.28	
		Total For Fund 276 Downtown Development Authority		10.28	
Fund 591 Water Fund					
Dept 000					
591-000-255.000	WATER DEPOSITS PAYABLE	AMBER CHAPPEL	WATER DEPOSIT - 916 MAPLE	165.69	
591-000-255.000	WATER DEPOSITS PAYABLE	CITY OF MT. MORRIS	WATER DEPOSIT REFUND - 916 MAPLE	84.31	
591-000-255.000	WATER DEPOSITS PAYABLE	CITY OF MT. MORRIS	WATER DEPOSIT REFUND - 11360 UNION	250.00	
591-000-642.010	SALE OF WATER	JAMES ROBINSON	WATER BILL REFUND 657 MONROE	141.28	
		Total For Dept 000		641.28	
Dept 215 ADMINISTRATION					
591-215-825.000	MAINTENANCE AGREEMENTS	GENESEE COUNTY DRAIN COM	COMM.PUBLIC WATER SUPPLY ANNUAL FEE	1,339.40	
591-215-850.000	COMMUNICATIONS	VERIZON	PHONE CHARGES	30.35	
591-215-874.000	RETIREE INSURANCE BENEFITS	GENESEE COUNTY TREASURER	DECEMBER 2019 LINA	9.71	
		Total For Dept 215 ADMINISTRATION		1,379.46	
Dept 537 WATER DISTRIBUTION					
591-537-714.000	FRINGE BENEFITS	HUNTINGTON NATIONAL BANK	CREDIT CARD CHARGES	47.81	
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED & DIESEL FUEL	1,285.19	
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	DIESEL EXHAUST	48.42	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS #37	29.08	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	61.89	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	24.47	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	SUPPLIES	17.58	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 Water Fund					
Dept 537 WATER DISTRIBUTION					
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	241.56	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	SUPPLIES	53.93	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	16.29	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	16.29	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	SUPPLIES	20.59	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	SUPPLIES	8.48	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	SUPPLIES	5.78	
		Total For Dept 537 WATER DISTRIBUTION		1,877.36	
		Total For Fund 591 Water Fund		3,898.10	
Fund 592 Sewer Fund					
Dept 215 ADMINISTRATION					
592-215-850.000	COMMUNICATIONS	VERIZON	PHONE CHARGES	30.34	
592-215-874.000	RETIREE INSURANCE BENEFITS	GENESEE COUNTY TREASURER	DECEMBER 2019 LINA	9.72	
		Total For Dept 215 ADMINISTRATION		40.06	
Dept 536 SEWER DISTRIBUTION					
592-536-921.000	COST OF SEWER	GENESEE COUNTY DRAIN COM	10.01.2019-10.31.2019 SEWER RATES	18,300.82	
592-536-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO - WARES GROUP	PARTS	145.36	
		Total For Dept 536 SEWER DISTRIBUTION		18,446.18	
		Total For Fund 592 Sewer Fund		18,486.24	

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WARRANT # 19-25

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund Totals:		
			Fund 101 General	23,529.11	
			Fund 202 Major Street	392.74	
			Fund 276 Downtown Deve	10.28	
			Fund 591 Water Fund	3,898.10	
			Fund 592 Sewer Fund	18,486.24	
			Total For All Funds:	46,316.47	

This Warrant is hereby approved and directed for payment.

Duane Dunckel, Mayor

April Smith, Deputy City Clerk

City of Mt. Morris
A J LaFurgey Community Room
PROPOSED UTILIZATION POLICY
REVISED December 2, 2019

1. PURPOSE

The purpose of this policy is to set forth how the City allocated the use of the Community Room (the "Room") both by user and frequency of use, enforces those policies and provide for administrative hearings for those who do not feel they were treated fairly or in accordance with this policy. The intent is to provide a low cost facility for the City's many residents, taxpayers and organizations, ensure them the greatest access practicable, hold them responsible for the maintenance and cleanliness of the facility, and to be a good neighbor to the surrounding area.

2. RESPONSIBILITY

The City Manager (the "Manager") is primarily responsible for the administration of this policy. When directed by this Policy or Ordinance, appeals from the Manager's decisions may be heard by the City Council. The Manager shall be allowed to make changes to this policy as the need for change occurs.

3. ELIGIBLE USERS

The following are the individuals and organizations that may use the Room:

A. ***City Residents***: those who reside within the city limits of Mt. Morris
B. ***Non-City Residents***: Those who do not reside within the city limits of Mt. Morris
C. ***City Taxpayers***: Those who have incurred a real or personal property tax bill at the time of application to use the room and who remain a city taxpayer at the time of using the room.
D. ***City Employees***: Those who are on the paid payroll of the City at the time of application to use the room and who remain a city employee at the time of using the room.
E. ***Service Groups (City Based)***: Service groups that are based in the city of Mt. Morris such as Kiwanis, Lions, Scout Troops and the like. Proof of being city based may include Articles of Incorporation which include a majority of the organizations board or officers as City Residents or Taxpayers or the organizations Charter which spells out as its primary focus service to the residents of the city of Mt. Morris.
F. ***Service Groups***: Service organizations which may be based outside the city of Mt. Morris but serve the residents of the city. Proof of serving the city may include the organizations charter which spells out that the city of Mt. Morris is within its service area, membership rosters showing a substantial portion of the membership comes from the city or events calendars showing a substantial number of activities and events occur within or benefit the city.
G. ***Non-Profit and Government Agencies***: Non-Profit and Government agencies whose purpose is to provide intake, counseling, recruitment, and the like where a substantial portion of the population served is expected to be residents or taxpayers of the city. Proof of this can be a statement to that effect by the organization and a subsequent client profile showing the users residence if so requested.
H. ***Organized Groups***: Loose associations of people, which are not chartered or incorporated, which meet for a single recreational or social purpose uniting them, i.e. seniors, quilters, amateur radio enthusiasts and the like- where the majority of the users are from categories A, B, and C above.

4. INELEGIBLE USERS

All those parties who do not fit the classification of Eligible Users are not eligible to use the room. This also means that the right to use the room cannot flow from one party to another by means of an Eligible User requesting the use of the room. The eligible user must be the intended and primary user of the room both at the time of application and the use of the room.

5. INELIGIBLE USES

The room may not be used for the solicitation of sales or services, the actual sale of product or services of the distribution of product or services by for-profit individuals, businesses or organizations.
This is not meant to eliminate the use of the room for such solicitations, sales or distributions by non-profit, government or service organizations or agencies. This is not meant to eliminate the use of the room by businesses which are taxpayers or which are owned by residents for such incidental uses as recruitment and interview of personnel, employee retreats, planning sessions, seminars and the like. This section is intended to restrict the use of the room as a taxpayer supported competitor to the merchants, business, and property owners who pay rent, staff and taxes as a cost of their business.

6. TIME SLOTS FOR USE OF THE FACILITY

A. ***Weekend and Holidays***: The room is allotted for the entire day on Saturday's , Sunday's and the following legal holidays:

New Year's Day	*M.L. King Day*	*Presidents Day*	*Memorial Day*	*July 4th*
Labor Day	*Columbus Day*	*Veterans Day*	*Thanksgiving*	*Christmas*

B. The room is allotted for such times the manager shall determine are reasonable to ensure the applicant has the ability to fully conduct their event or program but does not infringe on other eligible users to the point of restricting the use of the room.

7. CONDITION AND TIMES FOR VACATING THE ROOM

A. All users are expected to use the Room in a manner which does not cause excessive wear and tear, damage the Room and its furnishings, and are suitable for the incoming user. Users are to notify the city if it finds the Room in less than acceptable condition or of any damage which might have occurred during their use of the Room.

B. The Room is to be left vacant of all users by agreed upon time, cleaned, and locked by the following times- depending on the time slot which was requested- as follows:
   1. Weekend and Night: NO LATER THAN MIDNIGHT
   2. Day: One hour after the time slot requested

8. FEES

<u>FOR SERVICE GROUPS, NON PROFITS & ORGANIZED GROUPS</u>

*See ELIGIBLE USERS, page 1 & 2, section E, F, G & H

1. Non-Profit Groups - $100.00 Damage Deposit for the year. No Rental Fee for using the room.
2. Senior Citizen Groups - $100.00 Damage Deposit for the year. No Rental Fee for using the room.
3. Organized Groups - $100.00 Damage Deposit for the year. No Rental Fee for using the room.
4. Service Groups - $100.00 Damage Deposit for the year. No Rental Fee for using the room.

The four groups (listed above) may opt to pre-select their rental dates for the up-coming year.
*See FIXED TIME SLOTS FOR GROUPS, page 4, section 11.

The four groups (listed above) may pre-select no more than the following number of rental dates per year during the OPEN RENTAL PERIOD:

- Any (1) Weekday per week (Monday, Tuesday, Wednesday, Thursday or Friday) per month
- Any (1) (Saturday - Sunday) per month

NOTE: The four groups (listed above) may request additional days in the upcoming year to use the room at no charge, IF:

- The group makes their additional requests AFTER January 1st of the upcoming year;
- Their requested rental date(s) is not booked more than 6 weeks before the requested date of use;
- They understand that All OPEN RENTAL PERIOD requests are on a first come, first serve basis regardless whether a group or an individual is requesting use of the community room.

FOR CITY RESIDENTS, NON-CITY RESIDENTS, CITY TAXPAYERS & CITY EMPLOYEES

*See ELIGIBLE USERS, page 1 & 2, section A, B, C & D

1. City of Mt. Morris Residents - $75.00 Damage Deposit per rental date PLUS $125.00 Rental Fee per rental date.
2. Non-city of Mt. Morris Residents - $75.00 Damage Deposit per rental date PLUS $175.00 Rental Fee per rental date.
3. City Taxpayers - $75.00 Damage Deposit per rental date PLUS $125.00 Rental Fee per rental date.
4. City Employees - $75.00 Damage Deposit per rental date PLUS $100.00 Rental Fee per rental date.
5. A 25.00 dollar late key fee will be deducted from refundable deposit if key is not turn in on time.

The four classifications of INDIVIDUALS (listed above) may request to rent the community room for multiple dates in the upcoming year, beginning on November 15th for the calendar year of January 1st through December 31st.

*See (PERIODIC TIME SLOTS FOR ALL USERS), page 4.

The four classifications of individuals (listed above) may request as many date(s) as they want as long as:

A. Requests are made AFTER November 15th for dates in the upcoming year (Jan. 1st – Dec. 31st);
B. The full $75.00 Damage Deposit PLUS the full RENTAL FEE (see fees above) are paid for EACH date that is requested. A completed RENTAL FORM with FULL PAYMENT (rental fee AND Damage Deposit Fee) must be submitted with each date officially requested.
C. All OPEN RENTAL PERIOD requests are on a first come, first serve basis.

CANCELLATIONS

1. The RENTAL FEE and the DAMAGE DEPOSIT FEE will be refunded in full if the user cancels their request for the use of the room, provided that the cancellation occurs NO LESS THAN 30 days prior to the date of use.
2. A cancellation occurring with LESS THAN 30 days notice will receive a refund of 100% of the DAMAGE DEPOSIT FEE that was pre-paid and 50% of the RENTAL FEE that was pre-paid.

9. SCHEDULE YEAR FOR THE ROOM

The room shall be scheduled on a calendar basis of January 1 to December 31.

10. APPLICATIONS TO USE THE ROOM

All requests to use the room shall be on a form to be prescribed by the city manager. Such form shall include sufficient information to determine that the applicant is an eligible user and that the use is a permitted one.

11. FIXED TIME SLOTS FOR GROUPS

Annually there shall be an application period of 30 days in which Service Organizations, Non-Profit and Government Agencies, and organized groups who are meeting for a recreational or social purposes may request regular fixed time slots to use the room. This period opens no earlier than September 1 and closes no later than November 1 of the year preceding the Rooms schedule year. The groups shall then be awarded their requests to the extent possible. ALL REQUESTS FOR DATES SHALL BE ON A FIRST COME, FIRST SERVE BASIS. In the case of conflicting requests, the manager shall contact the groups to try and determine a suitable alternate time.

12. PERIODIC TIME SLOT FOR ALL USERS

Annually, on the 15th of November, or the following business day if said date falls on a weekend, the city shall then accept applications by all classes of users for the use of the room for the following Schedule Year. ALL REQUESTS FOR DATES SHALL BE ON A FIRST COME, FIRST SERVE BASIS.

13. PROHIBITED ACTIVITIES

No user may possess, consume or distribute any alcohol or controlled substance. No user may smoke nor allow smoking within the community room or bathrooms. No user may engage in or allow the conduct of any activity which is illegal under any local, state or federal law, rule or regulation.

14) COSTS OF REPAIRS AND MAINTENANCE

The user shall be responsible for the costs of damages, lack of proper cleanliness and excessive wear and tear caused to the community room, the restrooms and hallway, parking area and the lawn.
The community room will be inspected after EACH rental to determine any damages that may have occurred. User's will be notified within 2 business days of any damages and applicable damage fees that are being withheld from their DAMAGE DEPOSIT FEE and/or billed <u>in addition to</u> their original DAMAGE DEPOSIT FEE.

HOW TO AVOID DAMAGE FEES:

1. Treat the community room and its contents with respect.
2. Push pins can ONLY be used on the bulletin board to hang signs. DO NOT USE PUSH PINS, TAPE OR STAPLES ON THE WALLS, CEILING or any fixtures within the community room!
3. DO NOT stand on tables or chairs FOR ANY REASON. This is unsafe for YOU and will also cause or damage to the tables and chairs for which you may be charged a replacement fee.
4. Clean up obvious food, hand prints or beverage spills on walls, base molding or floors, etc.
5. Remove all garbage and leftover food. Clean countertop surfaces and appliances.
6. Sweep floors and mop if needed. Vacuum rug by entrance door.
7. Make sure all tables and chairs are cleaned off. Fold up chairs and hang on chair rack. Fold, stack and place tables at the perimeter of the room.
8. DO NOT attempt to adjust the thermostat. If there is a problem with the heating or cooling, call the DPW Supervisor at _____.
9. When planning for your event, be aware of the posted capacity for the room. The fire chief has posted a sign on the wall by the entrance door. For safety reasons, do not allow more than the posted amount of people in the room at one time.

10. NO ALCOHOL, intoxicants or illegal drugs are allowed on the premises of the property, either inside or outside of the community room.
11. NO SMOKING is allowed inside the community room or in the bathrooms.
12. Smoking is allowed outdoors, however, cigarette butts are NOT ALLOWED on the grass or parking lot.
13. Please return the community room key ON TIME to avoid a $25 late fee.
14. Call _____ ASAP to report any of the following:
    - A previous user left the community room dirty or you find other problems when you arrive.
    - You MUST report any problems you see immediately and not wait until AFTER THE EVENT or you may risk losing your DAMAGE DEPOSIT needlessly. Take photos of problem if possible.
15. Call 911 if you accidently lock yourself out of the community room during your event.
16. Call 911 if you have any other emergencies: Fire, flooding, electrical problems, medical problems or unruly guests.

RETURN OF DAMAGE DEPOSIT FEES

FOR CITY RESIDENTS, NON-CITY RESIDENTS, CITY TAXPAYERS & CITY EMPLOYEES

- If the community room key is returned on time AND the room appears to be left clean and free from damage (after it is inspected) a refund in the amount of $75 will be returned to the user.
- If the key is returned late (or not at all) or the inspection reveals ANY problems or damage, user will be notified within 3 business days of the problems that were found and what fees they are responsible for paying. Part or all of the DAMAGE DEPOSIT FEE will be used to pay any damage/replacement fees.
- If fees or replacement costs exceed the $75.00 DAMAGE DEPOSIT that was pre-paid, the renter will be required to pay the excess damage fees and/or cleaning fees.

FOR SERVICE GROUPS, NON PROFITS & ORGANIZED GROUPS

- Every time a group uses the room, it will be inspected afterwards. If the key is not returned on time OR there are damages assessed, the appropriate fees will be deducted from the DAMAGES DEPOSIT FEE that was pre-paid. The city will notify the groups of any infractions and corresponding fees within 3 business days. If the fees exceed the DEPOSIT amount, the group must pay any additional charges immediately to avoid the cancelation of additional rental dates they may have requested.
- If, during the course of the year, the DAMAGES DEPOSIT FEE is depleted, the group will be barred from using the room for the rest of the year at the discretion of the city manager.
- If no damage fees are assessed to the group during the year, after Dec. 31st the $100 DAMAGE DEPOSIT FEE will be returned to the Group OR it can be rolled over for use as a DAMAGE DEPOSIT FEE for the upcoming year.

15) ACCESS OF ROOM

Keys to the room must be picked up at City Hall during regular business hours prior to use of the room. They must be returned in person or to a designated drop box , the next working day after the use of the room. The person picking up the key shall sign for its receipt and accept responsibility for its return and the use of the room. Failure to return the key on time may require the city to re-key the room entry doors and

re-issue new keys. The user or their representative above, shall be responsible for these costs PLUS a $25.00 administrative fee.

16) MANAGERS DISCRETION

The city manager shall have the discretion and exclusive right to restrict the use of the room for such periods and at such time as are warranted to allow for necessary maintenance, cleaning and the like.
The city manager shall have the discretion and the exclusive right to allow the use of the room by such users and for such uses as may not be strictly authorized herein but which are reasonably justified in that they further the best interests of the city and are in substantial compliance with the intent of this policy.
The city manager shall the discretion – in rare and unanticipated circumstances- to bump a user which already shall have reserved the room. Notice of no less than 30 days must be given in such cases to allow the user sufficient time to make and arrange alternate arrangements. The city shall co-operate with the user to find an alternate location to minimize the disruption this might otherwise cause.

17) RESTRICTED USERS

Violations of this policy, including a pattern of reserving and canceling the room thereby denying its availability for other users, may result in the loss of the right to use the room. The manager shall notify the user of their suspected violation and establish a hearing date. At the time the manager shall hear information with respect to the suspected violation and the response of the user. Based upon that information the manager may, progressively:

1. Issue a written warning
2. Revoke the right of the violator to use the facility for three months
3. Revoke the right of the violator to use the facility for one year

For flagrant and willful misuse of the room, including the violation of the ban on alcohol or any local, state or federal law, the progressive chain of suspension need not be strictly applied and the ban may be permanent.
Within 10 business days of the hearing, the manager shall inform, the user, in writing, of their findings and of their rights to appeal.

18) RIGHTS OF APPEAL

Any user who has been denied the right to use the room or who has their right to use the room revoked may appeal such action, deposit withholding, by the manager to the city council. Such appeal is done by filing a written Notice of Appeal, with the City Clerk, within 14 days of the date of the letter from the manager. The matter shall be set for a hearing by the council at their next regularly scheduled council meeting and a decision shall be rendered within 21 days of the appeal hearing.

_____ _____

Duane Dunckel, MAYOR Kristina Sommers, CITY CLERK

Policy revision date: ____/____/____

CITY OF MT. MORRIS
RESOLUTION 19-36

WHEREAS: In 2017 the Legislature of the State of Michigan passed PA 202, the "Protecting Local Government Retirement and Benefits Act" and,

WHEREAS: This Act establishes reporting requirements that are applicable to all local Michigan governments that offer or provide defined benefit pension and/or defined other postemployment benefit (OPEB) plans, and,

WHEREAS: Beginning July 1, 2018 the City of Mt. Morris and other local units of government in the State of Michigan must pay at least the normal costs for employees first hired after June 30, 2018, and;

WHEREAS: The city has 2 employees that fall into this category, and:

WHEREAS: The city's actuary has calculated the OPEB amount that should have been paid for FY 18/19 at $18,031 and the city has estimated the amount for FY 19-20 at $19,090, and;

NOW THERFORE, BE IT RESOLVED:

That this council does hereby approve the FY 19/20 budget amendment in the amount of approximately $37,121 to be placed into a health care trust account. This budget amendment is estimated to come from the following accounts 101 - $27,041, 591 - $5,040, and 592 - $5,040, and;

BE IT FURTHER RESOLVED:

That staff is directed to take any and all action in implementation hereof.

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, December 9, 2019 at 7:15 p.m.

_____ Yea _____ Nay _____ Absent

_____
Duane K. Dunckel, Mayor

_____
April Smith, Deputy City Clerk

CITY OF MT. MORRIS
RESOLUTION 19-37

WHEREAS: The Genesee County Treasurer's office has certain tax reverted properties located within the City of Mt. Morris; and

WHEREAS: State law requires the Genesee County Treasurer's office to provide to the City of Mt. Morris properties located within the City that have not been sold by the County at the yearly auction; and

WHEREAS: The law allows the City to object in writing to the transfer of any such properties to the City, and upon failure to do so, the property does revert back to the City; and

WHEREAS: The City is required to state it does not wish to receive all such properties;

NOW THEREFORE BE IT RESOLVED:

That the City of Mt. Morris objects to the transfer of the following parcels:

Parcel Number	Address	City/Zip
57-01-577-036	11952 Highland Ave.	Mt. Morris 48458
57-01-577-101	Howell Ave.	Mt. Morris 48458
57-01-579-006	637 W. Mt. Morris St.	Mt. Morris 48458
57-06-300-029	712 Louisa St.	Mt. Morris 48458
57-12-529-040	N. Saginaw St.	Mt. Morris 48458

A motion was made 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, December 9, 2019 at 7:15 p.m.

_____
Duane K. Dunckel, Mayor

_____
April Smith, Deputy City Clerk

GENESEE COUNTY
OFFICE OF THE TREASURER
1101 Beach Street, Suite 144
Flint, Michigan 48502-1475
Telephone (810) 257-3054
Fax (810) 257-3885

Deborah L. Cherry

DATE: November 20, 2019

TO: Local Unit Treasurer / Local Unit Clerk

FROM: Deborah L. Cherry
Genesee County Treasurer

SUBJECT: Tax Reverted Property Disposition

MCL 211.78 m(6) provides that a list of properties in your unit not previously sold by the foreclosing governmental unit (Genesee County) at the mandatory yearly auctions shall be provided to the clerk of the city, village or township in which the property is located. This list is attached. The law also allows that your unit (city, village or township) may object in writing to the transfer of one or more of the properties set forth on this list. **On or before December 30, all property on this list shall be transferred (revert back) to your unit (city, village or township) unless written objection is made by your unit (city, village or township).**

If your unit wishes to obtain these properties, then you do not have to do anything as the reversion is automatic. However, as a courtesy, we are requesting an email be sent to Carla Vandefifer at cvandefifer@co.genesee.mi.us stating your unit will be accepting the properties.

If you wish to object to the transfer of one or more properties, please obtain board authority in the form of 1) a specific resolution rejecting the listed property, or 2) a resolution directing an individual to write the objection with the same authority as the board. The written objection should be sent to the attention of Carla Vandefifer and received by the Genesee County Treasurer's Office by **December 18, 2019**. If it will be difficult for you to meet this deadline, please contact Carla to discuss your options, however, with the timing of the holidays this year, extending this deadline will be very difficult as the deeds need to be recorded by December 31, 2019. Your cooperation in this matter is appreciated.

If you have questions, please feel free to contact Carla at the email address noted above or at (810)257-2243.

Thank You

C/V/T	UNIT NAME	Property Number	Property Address		Status
CITY	MT MORRIS	57-01-577-036	11952 HIGHLAND AVE	MT MORRIS	
CITY	MT MORRIS	57-01-577-101	HOWELL AVE	MT MORRIS	
CITY	MT MORRIS	57-01-579-006	637 W MT MORRIS ST	MT MORRIS	
CITY	MT MORRIS	57-06-300-029	712 LOUISA ST	MT MORRIS	
CITY	MT MORRIS	57-12-529-040	N SAGINAW ST	MT MORRIS	

CITY OF MT. MORRIS
RESOLUTION 19-38

WHEREAS: Public Act No. 267 of 1976, Michigan's Open Meeting Act, requires that within ten (10) days of the first meeting of a public body in each calendar year the body must publicly post a list stating the dates, times and places of all it's regular meetings.

NOW THERFORE BE IT RESOLVED:

That the City Council of the City of Mt. Morris will meet for regularly scheduled Council meetings on the second (2nd) and fourth (4th) Mondays of each Month (except July and December) at 7:15 p.m. in the City Council Chambers, 11649 N. Saginaw Street, Mt. Morris, unless that Day conflicts with a holiday.

Specifically the meeting dates in 2019 shall be:

Monday	January 13
Monday	January 27
Monday	February 10
Monday	February 24
Monday	March 9
Monday	March 23
Monday	April 13
Monday	April 27
Monday	May 11
Tuesday	May 26
Monday	June 8
Monday	June 22
Monday	July 27
Monday	August 10
Monday	August 24
Monday	September 14
Monday	September 28
Monday	October 12
Monday	October 26
Monday	November 9
Monday	November 23
Monday	December 14

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, December 9, 2019 at 7:15p.m.

_____ _____

Duane K. Dunckel, Mayor April Smith, Deputy City Clerk