

**CITY OF MT. MORRIS
CITY COUNCIL AGENDA
11649 N. Saginaw Street
Mt. Morris, MI 48458
March 25, 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 and budget workshop minutes for March 11th, 2019.
- 6. COMMUNICATIONS:**
 - a. None.
- 7. APPROVAL OF WARRANT:** Approval of Warrant #19-06 in the amount of \$77,584.62.
- 8. PUBLIC COMMENT (Five Minute Time Limit).**
- 9. UNFINISHED BUSINESS:**
 - a. None
- 10. NEW BUSINESS:**
 - a. Discussion on City Council Meetings start time.
 - b. Discussion on sale of Red Maple lots.
 - c. Discussion on 11205 N. Saginaw.
- 11. PUBLIC COMMENT (Five Minute Time Limit)**
- 12. COUNCIL MEMBER AND STAFF COMMENTS**
- 13. ADJOURNMENT**

PLEASE TURN OFF ALL CELL PHONES AND OTHER ELECTRONIC DEVICES PRIOR TO THE MEETING.

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

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

PRESENT: Freeman, Irwin, Roth, Thayer, Dunckel

ABSENT: D. Davis

OTHERS: Police Chief Keith Becker, Fire Chief Mike Vogt, Attorney Amanda Doyle, City Manager/Treasurer Vicki Fishell, DPW Superintendent Paul Zumbach and Deputy Clerk April Smith

The Pledge of Allegiance.

ROLL CALL:

No Motion was made.

APPROVAL OF AGENDA:

A motion was made by Council member Roth, seconded by Council member Thayer to approve the agenda.

All ayes.

Motion carried.

MINUTES:

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

All Ayes.

Motion carried.

APPOINTMENT TO COUNCIL:

a. RESOLUTION 19-08 – Council Confirmation of Mayor Duane K. Dunckel appointment of Sara Black to the City Council, term ending November 2020.

A motion was made by Council member Roth and seconded by Council member Thayer to approve Resolution 19-08 Council Confirmation of Mayor Duane K. Dunckel appointment of Sara Black to the City Council, term ending November 2020.

Roll Call: ___6___ Ayes

___0___ Naves

___1___ Absent

Motion carried.

(D. Davis)

OATH OF OFFICE:

City Manager Vicki Fishell swore in Council member Sara Black, term ending 2020 to City Council.

COMMUNICATIONS:

Mayor Duane Dunckel stated that he had talked to three out of five residents on Red Maple.

NEW BUSINESS:

a. Request from Kiwanis Club to hold the Memorial Day Parade on May 27, 2019, and the closing of appropriate streets.

A motion was made by Council member Roth and seconded by Council member Freeman to approve the request from Kiwanis Club to hold the Memorial Day Parade on May 27, 2019, and closing of appropriate streets.

Roll Call: 6 Ayes 0 Nays 1 Absent
(D. Davis)

Motion carried.

b. RESOLUTION 19-09: Approval of CDBG expenditures.

Council member Freeman questioned what the Laundry machines were for.
Council member Irwin questioned if this was the grant money that was supposed to be for Jaws of Life.

A motion was made by Council member Roth and seconded by Council member Thayer to approve Resolution 19-09: Approval of CDBG expenditures.

Roll Call: 6 Ayes 0 Nays 1 Absent
(D. Davis)

Motion carried.

PUBLIC COMMENT:

Tim Elder 567 Wilson – Questioned why the Jaws of Life was not brought back to City Council to have the budget amended. Questioned how much came out of general fund for Jaws of Life. Stated he wanted a real-estate agent to look at the lots on Red Maple.

Lillian Bigelow 381 Oak – Agreed with Tim Elder, questioned why the grant did not pay of the Jaws of Life. Questioned City Manager Vicki Fishell if she approved the Jaws of Life. Welcomed Council member Black.

COUNCIL MEMBER AND STAFF COMMENTS:

Council member Roth welcomed Council member Black. Stated he would like to put on the next agenda to have City Council meetings start at 6:30 again.

Council member Thayer welcomed Council member Black.

Council member Irwin discussed more about the Jaws of Life not being purchased by the grant money. Welcomed Council member Black.

Council member Black Thanked Mayor Duane K. Dunckel for the appointment.

Council member Freeman questioned how the house on Saginaw St. is being put up for sale. Stated he would

like to see the house on Saginaw St. put on the market from a real estate agent.

Council Minutes

March 11th, 2019

Page Four

Assistant Fire chief James Young stated that they will be doing a tour on the 14th for young children.

Mayor Duane K. Dunckel welcomed Council member Black.

ADJOURNMENT:

With no further business, the Council Meeting was adjourned at **8:08 p.m.**

April Smith, Deputy Clerk

CITY OF MT. MORRIS
CITY COUNCIL – BUDGET WORKSHOP
March 11, 2019

At **6:15 p.m.**, Mayor Duane Dunckel opened the Budget Workshop Session.

PRESENT: Freeman, Irwin, Roth, Thayer, Dunckel

ABSENT: D. Davis.

OTHERS: City Manager/Treasurer Vicki Fishell, Police Chief Keith Becker, Fire Chief Michael Vogt, DPW Superintendent Paul Zumbach, and Deputy Clerk April Smith

GENERAL FUND: Revenues

Slight increase in property taxes this year.

GENERAL FUND: Expenses

For Conferences and workshops \$1,400 has been put in for City Council, two hundred dollars a person. Administration has changed with a three percent raise for full time and part time and hourly employees is fifty cents raise. The Police Department has changed with a three percent raise for full time and part time and hourly fifty cent raise. Each officer on the Fire Department yearly stipend will raise five hundred dollars. Police Departments capital outlay increased twenty thousand dollars for Bullet proof vest, in car camera system, Tasers, new hand guns, flooring and paint. General administration/ network for ten thousand dollars for new computers, network switch and a new phone system.

Next budget workshop is April 8th, 2019 at 6:15 p.m.

ADJOURNMENT:

With no further business, the Workshop was adjourned at **6:58 p.m.**

April Smith, Deputy Clerk

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|---|--|--------------------------|------------------------|----------|---------|
| Fund 101 General | | | | | |
| Dept 000 | UNDISTRIBUTED FRINGE BENEFITS | BLUE CARE NETWORK | APRIL INSURANCE | 6,150.30 | |
| 101-000-066.000 | UNDISTRIBUTED FRINGE BENEFITS | HUMANA INSURANCE COMPANY | APRIL INSURANCE | 1,225.45 | |
| 101-000-066.000 | UNDISTRIBUTED FRINGE BENEFITS | UNUM LIFE INSURANCE CO. | INSURANCE | 832.66 | |
| 101-000-256.000 | DEPOSITS PAYABLE | BOB SKINNER | KEY DEPOSIT | 25.00 | |
| 101-000-256.000 | DEPOSITS PAYABLE | DEBORAH LEWIS | KEY DEPOSIT | 25.00 | |
| | Total For Dept 000 | | | 8,258.41 | |
| Dept 101 CITY COUNCIL | | | | | |
| 101-101-956.000 | MISC | MARQUEE ENGRAVING | NAME PLATES | 60.00 | |
| | Total For Dept 101 CITY COUNCIL | | | 60.00 | |
| Dept 215 ADMINISTRATION | | | | | |
| 101-215-740.000 | OPERATING EXPENSE | HUNTINGTON NATIONAL BANK | OFFICE SUPPLIES | 100.00 | |
| 101-215-740.000 | OPERATING EXPENSE | PURCHASE POWER | POSTAGE | 258.50 | |
| 101-215-825.000 | MAINTENANCE AGREEMENTS | BRADY'S BUSINESS SYSTEMS | COPIER MAINTENANCE | 13.90 | |
| 101-215-850.000 | COMMUNICATIONS | COMCAST | CITY HALL | 128.00 | |
| 101-215-874.000 | RETIREE INSURANCE BENEFITS | BLUE CARE NETWORK | APRIL INSURANCE | 3,381.05 | |
| 101-215-874.000 | RETIREE INSURANCE BENEFITS | GENESEE COUNTY TREASURER | LINA FOR MARCH | 19.43 | |
| 101-215-990.000 | DEBT SERVICE - PRIN | US BANK EQUIPMENT FINANC | COPIER LEASE | 33.00 | |
| | Total For Dept 215 ADMINISTRATION | | | 3,933.88 | |
| Dept 253 TREASURER | | | | | |
| 101-253-740.000 | OPERATING EXPENSE | GENESEE COUNTY HERALD | BOARD OF REVIEW NOTICE | 134.70 | |
| 101-253-740.000 | OPERATING EXPENSE | HUNTINGTON NATIONAL BANK | OFFICE SUPPLIES | 122.78 | |
| 101-253-740.000 | OPERATING EXPENSE | PURCHASE POWER | POSTAGE | 125.00 | |
| 101-253-825.000 | MAINTENANCE AGREEMENTS | BRADY'S BUSINESS SYSTEMS | COPIER MAINTENANCE | 13.90 | |
| | Total For Dept 253 TREASURER | | | 396.38 | |
| Dept 265 CITY HALL & GROUNDS | | | | | |
| 101-265-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 1.52 | |
| 101-265-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 18.73 | |
| 101-265-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 7.88 | |
| 101-265-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 19.97 | |
| 101-265-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 25.98 | |
| 101-265-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | MONTHLY CHARGES | 296.19 | |
| 101-265-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | MONTHLY CHARGES | 710.61 | |
| | Total For Dept 265 CITY HALL & GROUNDS | | | 1,080.88 | |
| Dept 269 OTHER CITY PROPERTY | | | | | |
| 101-269-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | MONTHLY CHARGES | 56.22 | |
| 101-269-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | MONTHLY CHARGES | 122.17 | |
| | Total For Dept 269 OTHER CITY PROPERTY | | | 178.39 | |
| Dept 305 POLICE DEPARTMENT | | | | | |
| 101-305-740.000 | OPERATING EXPENSE | HUNTINGTON NATIONAL BANK | OFFICE SUPPLIES | 215.95 | |
| 101-305-740.000 | OPERATING EXPENSE | I.T. RIGHT | CARD READER | 25.00 | |
| 101-305-740.000 | OPERATING EXPENSE | LEASE CORPORATION OF AME | IT ECITATION | 26.77 | |
| 101-305-740.000 | OPERATING EXPENSE | PURCHASE POWER | POSTAGE | 125.00 | |
| 101-305-850.000 | COMMUNICATIONS | COMCAST | CITY HALL | 73.16 | |
| 101-305-850.000 | REPAIR & MAINTENANCE - VEHICL | ARROWHEAD UPITTERS, INC | CAMERA MOUNT | 26.00 | |
| 101-305-930.000 | REPAIR & MAINTENANCE - VEHICL | LETAVIS ENTERPRISES, INC | CAR WASH | 35.00 | |
| 101-305-990.000 | DEBT SERVICE - PRIN | LEASE CORPORATION OF AME | IT ECITATION | 178.45 | |

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|-----------------------------|-----------------------------|--------------------------------------|-----------------------------------|-----------|---------|
| Fund 101 General | | | | | |
| Dept 305 POLICE DEPARTMENT | | | | | |
| | | Total For Dept 305 POLICE DEPARTMENT | | 705.33 | |
| Dept 336 FIRE DEPARTMENT | | | | | |
| 101-336-714.800 | FRINGE BENEFIT-NON PAYROLL | LINCOLN NATIONAL LIFE IN | FIREMENS LIFE INSURANCE | 50.16 | |
| 101-336-759.000 | UNIFORMS | NYE UNIFORM COMPANY | BADGE | 85.40 | |
| 101-336-759.000 | UNIFORMS | NYE UNIFORM COMPANY | BADGE | 74.00 | |
| 101-336-850.000 | COMMUNICATIONS | COMCAST | CITY HALL | 36.58 | |
| | | Total For Dept 336 FIRE DEPARTMENT | | 246.14 | |
| Dept 441 PUBLIC WORKS | | | | | |
| 101-441-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 1.99 | |
| 101-441-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | MONTHLY CHARGES | 740.95 | |
| 101-441-923.000 | DRAINS-AT-LARGE | STATE OF MICHIGAN - MI D | 2019 STORMWATER ANNUAL PERMIT FEE | 2,000.00 | |
| 101-441-990.000 | DEBT SERVICE - PRIN | JOHN DEERE CREDIT | LEASE PAYMENT | 264.03 | |
| 101-441-995.000 | DEBT INTEREST | JOHN DEERE CREDIT | LEASE PAYMENT | 14.44 | |
| | | Total For Dept 441 PUBLIC WORKS | | 3,021.41 | |
| Dept 738 LIBRARY | | | | | |
| 101-738-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 101.94 | |
| 101-738-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 12.98 | |
| | | Total For Dept 738 LIBRARY | | 114.92 | |
| Dept 904 CAPITAL OUTLAY | | | | | |
| 101-904-970.200 | POLICE EQUIP CAPITAL OUTLAY | I.T. RIGHT | PD SERVER` | 3,268.10 | |
| | | Total For Dept 904 CAPITAL OUTLAY | | 3,268.10 | |
| | | Total For Fund 101 General | | 21,263.84 | |
| Fund 591 Water Fund | | | | | |
| Dept 000 | | | | | |
| 591-000-255.000 | WATER DEPOSITS PAYABLE | WENDY WATERS | WATER DEPOSIT | 250.00 | |
| | | Total For Dept 000 | | 250.00 | |
| Dept 215 ADMINISTRATION | | | | | |
| 591-215-740.000 | OPERATING EXPENSE | HUNTINGTON NATIONAL BANK | OFFICE SUPPLIES | 81.81 | |
| 591-215-740.000 | OPERATING EXPENSE | PURCHASE POWER | POSTAGE | 250.00 | |
| 591-215-825.000 | MAINTENANCE AGREEMENTS | BRADY'S BUSINESS SYSTEMS | COPIER MAINTENANCE | 13.90 | |
| 591-215-850.000 | COMMUNICATIONS | COMCAST | CITY HALL | 64.01 | |
| 591-215-874.000 | RETIREE INSURANCE BENEFITS | BLUE CARE NETWORK | APRIL INSURANCE | 396.69 | |
| 591-215-874.000 | RETIREE INSURANCE BENEFITS | GENESEE COUNTY TREASURER | LINA FOR MARCH | 9.72 | |
| 591-215-990.000 | DEBT SERVICE - PRIN | US BANK EQUIPMENT FINANC | COPIER LEASE | 33.00 | |
| | | Total For Dept 215 ADMINISTRATION | | 849.13 | |
| Dept 537 WATER DISTRIBUTION | | | | | |
| 591-537-714.800 | FRINGE BENEFIT-NON PAYROLL | ZACHARY ROTH | BOOTS | 150.00 | |
| 591-537-740.000 | OPERATING EXPENSE | ACTION MUNICIPAL SUPPLY | MARKING FLAGS & PAINT | 47.50 | |
| 591-537-740.000 | OPERATING EXPENSE | GENESEE COUNTY DRAIN COM | WATER SAMPLES | 75.00 | |
| 591-537-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 1.52 | |
| 591-537-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 11.88 | |
| 591-537-740.000 | OPERATING EXPENSE | MENARDS - CLIO | SUPPLIES | 19.93 | |
| 591-537-801.000 | PROFESSIONAL SERVICES | ROME PROFESSIONAL SERVIC | WATER SYSTEM MAP UPDATE | 1,037.50 | |
| 591-537-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | MONTHLY CHARGES | 38.48 | |
| 591-537-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | MONTHLY CHARGES | 43.02 | |
| 591-537-921.000 | COST OF SEWER/WATER | GENESEE COUNTY DRAIN COM | FEBRUARY WATER | 52,898.91 | |

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|-----------------------------|-------------------------------|--------------------------|---------------------------------------|-----------|---------|
| Fund 591 Water Fund | | | | | |
| Dept 537 WATER DISTRIBUTION | REPAIR & MAINTENANCE - VEHICL | KNAPHEIDE TRUCK EQUIPMEN | SEAL KIT MOTOR | 130.62 | |
| 591-537-930.000 | | | | | |
| | | | Total For Dept 537 WATER DISTRIBUTION | 54,454.36 | |
| | | | Total For Fund 591 Water Fund | 55,553.49 | |
| Fund 592 Sewer Fund | | | | | |
| Dept 215 ADMINISTRATION | OPERATING EXPENSE | PURCHASE POWER | POSTAGE | 250.00 | |
| 592-215-740.000 | MAINTENANCE AGREEMENTS | BRADY'S BUSINESS SYSTEMS | COPIER MAINTENANCE | 13.90 | |
| 592-215-825.000 | COMMUNICATIONS | COMCAST | CITY HALL | 64.01 | |
| 592-215-850.000 | RETIREE INSURANCE BENEFITS | BLUE CARE NETWORK | APRIL INSURANCE | 396.68 | |
| 592-215-874.000 | RETIREE INSURANCE BENEFITS | GENESEE COUNTY TREASURER | LINA FOR MARCH | 9.70 | |
| 592-215-874.000 | DEBT SERVICE - PRIN | US BANK EQUIPMENT FINANC | COPIER LEASE | 33.00 | |
| | | | Total For Dept 215 ADMINISTRATION | 767.29 | |
| | | | Total For Fund 592 Sewer Fund | 767.29 | |

INVOICE GL DISTRIBUTION REPORT FOR CITY OF MT MORRIS

EXP CHECK RUN DATES 03/21/2019 - 03/25/2019
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 WARRANT 19-06

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--------------|-------------------|--------|----------------------|------------------|---------|
| Fund Totals: | | | | | |
| | | | Fund 101 General | 21,263.84 | |
| | | | Fund 591 Water Fund | 55,553.49 | |
| | | | Fund 592 Sewer Fund | 767.29 | |
| | | | Total For All Funds: | <u>77,584.62</u> | |