

**CITY OF MT. MORRIS
CITY COUNCIL AGENDA
11649 N. Saginaw Street
Mt. Morris, MI 48458
November 23rd, 2020
7:15 P.M.
Zoom**

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

2. PLEDGE OF ALLEGIANCE

3. Oath of Office:

City Council Member Dennis Heidenfelt Regular Term Ending 11/2024

4. ROLL CALL

5. APPROVAL OF AGENDA

6. APPROVAL OF MINUTES

a. Approval of regular meeting minutes from November 9th, 2020.

7. COMMUNICATIONS:

a. None

8. APPROVAL OF WARRANT: Approval Warrant #20-22 in the amount of \$75,736.03.

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

10. UNFINISHED BUSINESS:

a. **RESOLUTION 20-23:** Approval of Storm Sewer repair on Spruce St.

11. NEW BUSINESS:

a. **RESOLUTION 20-25:** Assessor's Office Accessibility Policy.

b. **RESOLUTION 20-26:** MERS Adoption Agreement Addendum.

12. PUBLIC COMMENT (Five Minute Time Limit).

13. COUNCIL MEMBER AND STAFF COMMENTS

14. ADJOURNMENT

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

CITY OF MT. MORRIS

CITY COUNCIL – REGULAR MEETING

November 9th, 2020

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

PRESENT: Black, Irwin, Roth, Sorensen, and Mayor Dunckel.

ABSENT: Thayer

OTHERS: City Manager/Treasurer Vicki Fishell, Attorney Amanda Doyle (Zoom), Police Chief Becker, DPW Superintendent Paul Zumbach and City Deputy Clerk April Smith.

The Pledge of Allegiance.

ROLL CALL:

A motion was made by Council member Irwin and seconded by Council member Sorensen to approve the absences of Council member Thayer.

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 Roth to approve the regular meeting minutes from October 26th, 2020.

All ayes.

Motion carried.

COMMUNICATIONS:

a. None.

APPROVAL OF WARRANT:

A motion was made by Council member Irwin, seconded by Council member Black to approve **Warrant #20-21 in the amount of \$85,414.52.**

Roll call: 5 Ayes 0 Nays 1 Absent

Motion carried.

(Thayer)

Council Member Irwin questioned if the Street lighting was for Red Maple.

DPW Superintendent Paul Zumbach stated that it was the normal street lighting. He stated he believes consumers energy covered Red Maple.

Council Member Irwin questioned where the brush chipping was done at.

DPW Superintendent Paul Zumbach stated it was all of the trees DPW has cut down all over the City.

Council Member Irwin questioned an invoice from Genesee County Road Commission asking if it was from the water main break from Labor Day.

DPW Superintendent Paul Zumbach stated it was the normal traffic maintenance.

PUBLIC COMMENT:

Lou Templeton 564 Helen – Questioned if anyone knew anything about ERA purchasing any property.

UNFINISHED BUSINESS:

a. RESOLUTION 20-23: Approval of Storm Sewer repair on Spruce St.

A motion was made by Council Member Black, seconded by Council Member Sorensen to post – pone Resolution 20-23 to the next meeting.

All ayes.

Motion carried.

DPW Superintendent stated that he has sent a letter to the Union and has not received a reply.

City Manager/ Treasure Vicki Fishell stated that DPW does not need a reply as long as they brought it to the Unions attention.

Council Member Irwin questioned if they should wait for a response from the Union.

Council Member Roth stated that response from Mark should have been the response from all three workers. He also questioned Paul Zumbach on if they have sat down as a Union and discussed the issue.

Mayor Duane K. Dunkel suggested to post – pone this Resolution to the next meeting.

OATH OF OFFICE:

City Manager/ Treasure Vicki Fishell stated that Dennis Heidenfelt also was voted on City Council but was not able to attend tonight's meeting.

City Council Member Sara Black	Regular Term ending 11/2024
City Council Member Steve Sorensen	Regular Term ending 11/2024

ELECTION OF MAYOR PRO-TEM (MAYOR DUANE K. DUNKEL)

A motion was made by Council member Irwin, seconded by Mayor Duane K. Dunkel to nominate City Council member Jeff Roth for Mayor Pro-Tem.

All Ayes

Motion carried.

NEW BUSINESS:

a. PUBLIC HEARING: Community Development Block Grant.

A motion was made by Council member Irwin, seconded by Council member Roth to open the public hearing at 7:33 p.m.

City Manager/ Treasure Vicki Fishell stated how to run the public hearing and stated that you could use the CDBG all at once or you can split the money between three years.

Council Member Irwin questioned Police Chief Becker about having any areas in mind for security cameras.

Police Chief Becker stated that he knows of a few areas he would like to put security cameras.

Council Member Irwin suggested using thirty percent on security cameras and the remaining on blight.

Shirley Corcoran – 657 Elm St. stated that she would like to see some back roads paved with this money.

Council Member Roth suggested using it to repave the Library parking lot and new lighting for the library. He also suggested equipment or a new vehicle for the Fire Department. He suggested body cameras for the Police Department.

Council Member Sorensen questioned if it could be used for lighting at City Hall. He also suggested body

DPW Superintendent Paul Zumbach stated that he received plans on the Saginaw St. water main and Rowe will be finalizing them within the next day or two. He also thanked the DPW workers on the good job they did on the water main break last week.

DPW Superintendent Paul Zumbach stated that he received plans on the Saginaw St. water main and Rowe will be finalizing them within the next day or two. He also thanked the DPW workers on the good job they did on the water main break last week.

City Manager/ Treasure Vicki Fishell stated that City Hall has no heat and has got some quotes and it will be around ten thousand dollars for a new furnace.

Mayor Duane K. Dunckel thanked the Fire Department on the fire run they went to during the meeting. He also congratulated Sara and Steve.

ADJOURNMENT:

With no further business, the Council Meeting was adjourned at **7:54 p.m.**

April Smith, Deputy City Clerk

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General					
Dept 000					
101-000-066.000	UNDISTRIBUTED FRINGE BENEFITS	BLUE CARE NETWORK	INSURANCE	8,049.10	
101-000-066.000	UNDISTRIBUTED FRINGE BENEFITS	HUMANA HEALTH PLAN INC	DENTAL/VISION	1,362.38	
101-000-066.000	UNDISTRIBUTED FRINGE BENEFITS	MML WORKER'S COMP FUND	POLICY PREM.	3,201.00	
101-000-066.000	UNDISTRIBUTED FRINGE BENEFITS	MML WORKER'S COMP FUND	PAYROLL AUDIT	3,878.00	
101-000-066.000	UNDISTRIBUTED FRINGE BENEFITS	UNUM LIFE INSURANCE CO.	LIFE INSURANCE	938.76	
Total For Dept 000				17,429.24	
Dept 190 ELECTIONS					
101-190-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD	49.39	
101-190-740.000	OPERATING EXPENSE	SPECTRUM PRINTERS, INC	TEST DESKS-NOV 2020	202.15	
Total For Dept 190 ELECTIONS				251.54	
Dept 215 ADMINISTRATION					
101-215-740.000	OPERATING EXPENSE	GENESEE COUNTY HERALD	SNOW REMOVAL NOTICE	77.50	
101-215-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD	15.89	
101-215-740.000	OPERATING EXPENSE	MLIVE MEDIA GROUP	FLINT JOURNAL BID PUBLICATIONS	846.00	
101-215-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	6.60	
101-215-740.000	OPERATING EXPENSE	XTREME SHREDS	NOVEMBER 2020	17.50	
101-215-850.000	COMMUNICATIONS	COMCAST	PHONES	137.05	
101-215-874.000	RETIREE INSURANCE BENEFITS	BLUE CARE NETWORK	INSURANCE	1,509.23	
101-215-990.000	COPIER	US BANK EQUIPMENT FINANC	COPIER LEASE	67.58	
101-215-999.000	PAYING AGENT FEE	US BANK	SPECIAL ASSESSMENT TAX BOND	95.00	
Total For Dept 215 ADMINISTRATION				2,772.35	
Dept 253 TREASURER					
101-253-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD	40.76	
101-253-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	3.30	
Total For Dept 253 TREASURER				44.06	
Dept 265 CITY HALL & GROUNDS					
101-265-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	4.49	
101-265-801.000	PROFESSIONAL SERVICES	CURBCO	SWEEPING OF STREETS	270.00	
101-265-801.000	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	MOWING CITY HALL, LIBRARY, ROW	60.75	
101-265-920.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	WATER BILLS	30.53	
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	CITY HALL GAS	68.74	
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	CITY HALL ELEC.	512.12	
Total For Dept 265 CITY HALL & GROUNDS				946.63	
Dept 269 OTHER CITY PROPERTY					
101-269-801.000	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	MOWING CITY HALL, LIBRARY, ROW	13.50	
101-269-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	PARKING LOT	56.09	
Total For Dept 269 OTHER CITY PROPERTY				69.59	
Dept 305 POLICE DEPARTMENT					
101-305-740.000	OPERATING EXPENSE	AXON ENTERPRISE	BATTERY PACK	194.00	
101-305-740.000	OPERATING EXPENSE	MAPLE TOWNE PRINTING	RECEIPTS	49.95	
101-305-740.000	OPERATING EXPENSE	MAPLE TOWNE PRINTING	VEHICLE IMPOUNDS	110.95	
101-305-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	5.67	
101-305-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	3.30	
101-305-740.000	OPERATING EXPENSE	XTREME SHREDS	NOVEMBER 2020	17.50	
101-305-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED GAS	355.00	
101-305-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED GAS	498.16	
101-305-850.000	COMMUNICATIONS	COMCAST	PHONES	78.31	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General					
Dept 305 POLICE DEPARTMENT					
101-305-930.000	REPAIR & MAINTENANCE - VEHICL	RANDY WISE CHEVROLET	KEY FOBS	248.75	
101-305-990.000	DEBT SERVICE - PRIN	US BANK EQUIPMENT FINANC	COPIER LEASE	115.04	
		Total For Dept 305 POLICE DEPARTMENT		1,676.63	
Dept 336 FIRE DEPARTMENT					
101-336-714.800	FRINGE BENEFIT-NON PAYROLL	LINCOLN NATIONAL LIFE IN	LIFE INSURANCE	54.60	
101-336-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED GAS	3.14	
101-336-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED GAS	4.41	
101-336-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	DIESEL FUEL	102.41	
101-336-850.000	COMMUNICATIONS	COMCAST	PHONES	39.15	
101-336-930.000	REPAIR & MAINTENANCE - VEHICL	AUTO VALUE MT. MORRIS	PARTS	5.98	
101-336-930.000	REPAIR & MAINTENANCE - VEHICL	FRONTLINE SERVICES INC.	PARTS	517.95	
101-336-930.000	REPAIR & MAINTENANCE - VEHICL	ULTRA BRIGHT LIGHTZ	PARTS	379.96	
101-336-930.000	REPAIR & MAINTENANCE - VEHICL	ULTRA BRIGHT LIGHTZ	STICK LIGHTS	569.98	
101-336-959.000	MEMBERSHIP & DUES	MICHIGAN CHAPTER - IAAI	MEMBERSHIP DUES	40.00	
101-336-959.000	MEMBERSHIP & DUES	MICHIGAN STATE FIREMEN'S	2021 DEPARTMENT MEMBERSHIP	75.00	
		Total For Dept 336 FIRE DEPARTMENT		1,792.58	
Dept 441 PUBLIC WORKS					
101-441-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	27.96	
101-441-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	DIESEL FUEL	33.70	
101-441-920.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	WATER BILLS	44.91	
		Total For Dept 441 PUBLIC WORKS		106.57	
Dept 529 WEED & BRUSH CONTROL					
101-529-801.000	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	MOWING OF PROPERTIES	2,142.00	
		Total For Dept 529 WEED & BRUSH CONTROL		2,142.00	
Dept 738 LIBRARY					
101-738-801.000	PROFESSIONAL SERVICES	SHERWOOD PROFESSIONAL CL	CLEANING OF LIBRARY	150.00	
101-738-801.000	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	MOWING CITY HALL, LIBRARY, ROW	60.75	
101-738-920.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	WATER BILLS	37.43	
101-738-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	LIBRARY	492.46	
		Total For Dept 738 LIBRARY		740.64	
Dept 904 CAPITAL OUTLAY					
101-904-970.000	CAPITAL OUTLAY	STAR2STAR COMMUNICATIONS	PHONE SYSTEMS	2,604.37	
		Total For Dept 904 CAPITAL OUTLAY		2,604.37	
		Total For Fund 101 General		30,576.20	
Fund 202 Major Street					
Dept 463 STREET ROUTINE MAINTENANCE					
202-463-740.000	OPERATING EXPENSE	MCLAREN CORPORATE SERVIC	DOT PHYSICAL	80.00	
202-463-801.000	PROFESSIONAL SERVICES	CURBCO	SWEEPING OF STREETS	1,437.00	
		Total For Dept 463 STREET ROUTINE MAINTENANCE		1,517.00	
Dept 478 WINTER MAINTENANCE					
202-478-740.000	OPERATING EXPENSE	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE	2,790.38	
		Total For Dept 478 WINTER MAINTENANCE		2,790.38	
		Total For Fund 202 Major Street		4,307.38	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 Local Street					
Dept 463 STREET ROUTINE MAINTENANCE	PROFESSIONAL SERVICES	CURBCO	SWEEPING OF STREETS	1,060.00	
203-463-801.000		Total For Dept 463 STREET ROUTINE MAINTENANCE		1,060.00	
Dept 478 WINTER MAINTENANCE					
203-478-740.000	OPERATING EXPENSE	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE	697.60	
		Total For Dept 478 WINTER MAINTENANCE		697.60	
		Total For Fund 203 Local Street		1,757.60	
Fund 276 Downtown Development Authority					
Dept 103 AUTHORITY BOARD	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	27.16	
276-103-740.000		Total For Dept 103 AUTHORITY BOARD		27.16	
		Total For Fund 276 Downtown Development Authority		27.16	
Fund 591 Water Fund					
Dept 215 ADMINISTRATION	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD	42.07	
591-215-740.000	OPERATING EXPENSE	MT. MORRIS POSTMASTER	WATER BILL POSTAGE	2,250.00	
591-215-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	6.60	
591-215-740.000	COMMUNICATIONS	COMCAST	PHONES	78.31	
591-215-850.000	RETIREE INSURANCE BENEFITS	BLUE CARE NETWORK	INSURANCE	570.51	
591-215-874.000	COPIER	US BANK EQUIPMENT FINANC	COPIER LEASE	67.58	
591-215-990.000	PAYING AGENT FEE	US BANK	SPECIAL ASSESSMENT TAX BOND	155.00	
591-215-999.000		Total For Dept 215 ADMINISTRATION		3,170.07	
Dept 537 WATER DISTRIBUTION					
591-537-714.000	FRINGE BENEFITS	CINTAS	UNIFORMS	64.45	
591-537-714.000	FRINGE BENEFITS	CINTAS CORP	UNIFORMS	42.23	
591-537-740.000	OPERATING EXPENSE	GENESEE COUNTY DRAIN COM	WATER SAMPLES	175.00	
591-537-740.000	OPERATING EXPENSE	JEFF PUMP & VALVE, LLC	SENSAPHONE SUBSCRIPTION	635.45	
591-537-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	67.43	
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED GAS	55.17	
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	UNLEADED GAS	77.43	
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TECH	DIESEL FUEL	643.89	
591-537-801.000	PROFESSIONAL SERVICES	MISS DIG SYSTEM INC.	MEMBERSHIP	809.25	
591-537-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	METER PIT	12.47	
591-537-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	METER PIT	40.22	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	C & S MOTORS, INC.	PARTS	159.00	
591-537-930.000	REPAIR & MAINTENANCE - VEHICL	COOK'S PERFORMANCE DIESE	REPAIRS TRUCK #47	993.91	
591-537-930.000		Total For Dept 537 WATER DISTRIBUTION		3,775.90	
Dept 539 WATER REPAIR					
591-539-740.000	OPERATING EXPENSE	MASTERS	SAND DELIVERY	285.00	
591-539-740.000	OPERATING EXPENSE	MICHIGAN PIPE & VALVE-IN	PARTS	806.90	
591-539-801.000	PROFESSIONAL SERVICES	ROWE PROFESSIONAL SERVIC	SAGINAW AND ALEXDRINE WATER MAIN	8,374.00	
		Total For Dept 539 WATER REPAIR		9,465.90	
		Total For Fund 591 Water Fund		16,411.87	
Fund 592 Sewer Fund					
Dept 215 ADMINISTRATION					

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Sewer Fund					
Dept 215 ADMINISTRATION					
592-215-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL BANK	CREDIT CARD	42.07	
592-215-740.000	OPERATING EXPENSE	MT. MORRIS POSTMASTER	WATER BILL POSTAGE	2,250.00	
592-215-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	6.60	
592-215-740.000	COMMUNICATIONS	COMCAST	PHONES	58.73	
592-215-850.000	RETIREE INSURANCE BENEFITS	BLUE CARE NETWORK	INSURANCE	570.52	
592-215-874.000	COPIER	US BANK EQUIPMENT FINANC	COPIER LEASE	67.57	
592-215-990.000		Total For Dept 215 ADMINISTRATION		2,995.49	
Dept 536 SEWER DISTRIBUTION					
592-536-921.000	COST OF SEWER	GENESEE COUNTY DRAIN COM	SEPTEMBER 2020	18,851.08	
		Total For Dept 536 SEWER DISTRIBUTION		18,851.08	
Dept 538 SEWER REPAIR					
592-538-801.000	PROFESSIONAL SERVICES	MISS DIG SYSTEM INC.	MEMBERSHIP	809.25	
		Total For Dept 538 SEWER REPAIR		809.25	
		Total For Fund 592 Sewer Fund		22,655.82	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 General	30,576.20	
			Fund 202 Major Street	4,307.38	
			Fund 203 Local Street	1,757.60	
			Fund 276 Downtown Deve	27.16	
			Fund 591 Water Fund	16,411.87	
			Fund 592 Sewer Fund	22,655.82	
			Total For All Funds:	75,736.03	

**CITY OF MT. MORRIS
RESOLUTION 20-23**

WHEREAS: The City of Mt. Morris has entered into a contract with the Genesee County Metropolitan Planning Commission for the 2020 Community Development Block Grant (CDBG) funds; and,

WHEREAS: One activity of the grant is for the City of Mt. Morris to fund improvements to storm drains along Spruce Street between Read Avenue and Saginaw Street. This activity is funded with \$25,677 of Genesee County CDBG funds; and,

WHEREAS: Pursuant thereto, quotes were received as follows:

COMPANY:	AMOUNT:
Masters Excavating & Septic LLC	\$25,680.00
Kennedy Excavating, Inc.	\$48,946.00
Champagne & Marx Excavating, Inc.	\$56,216.90
Cataldo, Inc.	\$107,830.00

WHEREAS: The said quotes have been reviewed by the Superintendent of Public Works and the manager and all have been found to be from responsible contractors and that the proposed work is pursuant to specifications; and,

WHEREAS: The cost of the services to be performed from the low bidder is \$25,680. The cost of advertising the bids is \$748.50. Genesee County Metropolitan Planning Commission through the CDBG funds will reimburse this through this contract and the remaining balance will come from the extra money left on the ADA-compliant doors to the Mt. Morris Library contract; and,

WHEREAS: Based upon the above, staff recommends that the low quote, to wit: Masters Excavating, be awarded the job;

NOW THEREFORE, BE IT RESOLVED,

That this Council does hereby accept the quote of Masters Excavating after inspection of all of the quotes submitted; does determine that the said quote is in accordance with specifications; and does hereby award the job to Masters Excavating, and does direct the manager and staff to prepare an appropriate memorandum incorporating this award.

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, October 26th, 2020 at 7:15 p.m.

_____ Yea _____ Nay _____ Absent

Duane K. Dunckel, Mayor

April Smith, Deputy City Clerk

**CITY OF MT. MORRIS
RESOLUTION 20-25**

WHEREAS: The State Tax Commission performs audits on procedures to ensure minimum standards and model policies are followed by all assessing districts related to substantial compliance with the requirements of the General Property Tax Act, 1893 PA 206, as amended, Section 10g, Subsection (1), MCL 211.10g(1) and

WHEREAS: One of the requirements of the audit is for each assessing district to have and follow a published policy under which its assessor's office is reasonably accessible to taxpayers.

NOW THEREFORE, BE IT RESOLVED:

That the following policy is hereby adopted:

1. The City of Mt. Morris Assessor, Heather MacDermaid, is available by phone at 810-750-1660 or email at legacyassessing@gmail.com.
2. An estimated response time to taxpayer's inquiries that have been submitted by phone or email will be within 7 business days.
3. A taxpayer wishing to arrange an in-person meeting with the Assessing Department can contact the Assessor's Office at 810-750-1660 or legacyassessing@gmail.com.
4. Computerized assessment records are available by contacting the Assessor's Office at 810-750-1660 or legacyassessing@gmail.com. Requests for significant amounts of information may be subject to the City of Mt. Morris's Freedom of Information Act Policy. Requests for the inspection of physical assessment cards should be made to the Mt. Morris City Offices at 810-686-2160. The City office is open Monday-Thursday.
5. Taxpayers wishing to dispute their assessment, taxable value, or classification must protest to the March Board of Review. There is no process to informally hear and resolve disputes prior to the March Board of Review.

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, November 23, 2020, at 7:15 p.m.

_____ Yea _____ Nay _____ Absent

Duane Dunckel, Mayor

April Smith, Deputy City Clerk

**CITY OF MT. MORRIS
RESOLUTION 20-26**

WHEREAS: Effective January 1, 2021, Municipal Employees' Retirement System (MERS) is implementing several modifications to the way in which defined benefit, defined contribution, and hybrid plans are administered, and,

WHEREAS: MERS is requiring every employer to submit an updated Adoption Agreement Addendum indicating changes and/or provision clarifications, and,

WHEREAS: The required addendum from MERS is attached, and,

NOW THEREFORE, BE IT RESOLVED:

That this Council does hereby approve the attached Adoption Agreement Addendum from MERS and authorizes the City Manager to sign on behalf of the city.

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, November 23, 2020 at 7:15 p.m.

_____ Yea _____ Nay _____ Absent

Duane K. Dunckel, Mayor

April Smith, Deputy City Clerk



Defined Contribution Plan Adoption Agreement Addendum

1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The employer, a participating municipality or court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Contribution (DC) Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Effective Date

The effective date shall be the first day of **January, 2021**.

II. Employer name Mt. Morris, City of

Municipality number 253501

This is an amendment of the existing MERS Defined Contribution Agreement.

Any changes to plan provisions apply to employees in the division on the effective date, as well as to new hires ongoing. Definitions will apply for all service accrued after the effective date.

Division number 253501700020

Division name FT AFSCME EEs aft 2/1/18

Note: This division should reflect how you currently define employees who are eligible to participate, for example, All full-time Employees, New hires after 1/1/2019, etc.

III. Plan Eligibility

Only those employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. If an employee classification is **included** in the plan, then employees that meet this definition are required to participate in the plan and earn time toward vesting. All eligible employees must be reported to MERS.

Using your Division Name above, expand on the employee classifications that are eligible to participate in MERS, such as "Clerical staff working more than 160 hours in a month," "Elected Officials" or "Admin working >32 hours per week," etc.:

Full time public works employees hired after 2/1/2018 and working at least 40 hours a week.

Employee classification contains **public safety employees**: ☐ Yes ☒ No

Public safety employees include: law enforcement, parole and probation officers, employees responsible for emergency response (911 dispatch, fire service, paramedics, etc.), public works, and other skilled support personnel (equipment operators, etc.).

Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME: Mt. Morris, City of

DIV: 253501700020

If you elect to include a special classification (chart below), then the employee will be required to participate in the employer and employee contributions adopted in your plan. An excluded classification will require additional information below.

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
Temporary Employees: Those who will work for the municipality fewer than _____ months in total.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Part-Time Employees: Those who regularly work fewer than <u>40</u> hour per week.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Seasonal Employees: Those who will work for the municipality from _____ to _____ only.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Voter-Elected Officials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Appointed Officials: An official appointed to a voter-elected office.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Contract Employees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Probationary Periods (select one):

- ☐ Contributions will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, contributions will not be reported and service toward vesting will begin when probationary period has ended.

The probationary period will be _____ month(s).

Comments:

- ☒ Contributions will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.

Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME: Mt. Morris, City of

DIV: 253501700020

IV. Provisions

1. Leaves of Absence

Regardless of whether an employee is earning a wage while on the following types of leave:

- Third-party wages are not used in determining contributions for periods of leave.
- Vesting under elapsed time continues to accrue even if wages are not earned and contributions are zero.

Note: Employers who determine vesting based on an "hours-reported" method, should report actual worked hours for the month where there was a leave.

Types of leave include:

- Short Term and Long Term Disability
- Workers Compensation
- Unpaid Family Medical Leave Act (FMLA)

Leaves of absence due to military service are governed by the federal *Uniformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37).

Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME: Mt. Morris, City of

DIV: 253501700020

2. Definition of Compensation

The Definition of Compensation is used to determine participant and employer contributions. Wages are strongly recommended to be reported with regular wage/contribution reports to MERS. Contributions cannot exceed IRS limitations.

Select your Definition of Compensation here. If you choose to customize your definition, skip this table and proceed to page 5.

	Base Wages	Box 1 Wages	Gross Wages
Types of Compensation			
Regular Wages Salary or hourly wage X hours PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified) On-call pay	All Regular Wages included	All Regular Wages included	All Regular Wages included
Other Wages Shift differentials Overtime Severance issued over time (weekly/bi-weekly)	Excluded	All Other Wages included	All Other Wages included
Lump Sum Payments PTO cash-out Longevity Bonuses Merit pay Job certifications Educational degrees Moving expenses Sick payouts Severance (if issued as lump sum)	Excluded	All Lump Sum Payments included	All Lump Sum Payments included
Taxable Payments Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement) Prizes, gift cards Personal use of a company car Car allowance	Excluded	All Taxable Payments included	All Taxable Payments included
Reimbursement of Nontaxable Expenses (as defined by the IRS) Gun, tools, equipment, uniform Phone Fitness Mileage reimbursement Travel through an accountable plan (i.e. tracking mileage for reimbursement)	Excluded	Excluded	Excluded
Types of Deferrals			
Elective Deferrals of Employee Premiums/Contributions 457 employee and employer contributions 125 cafeteria plan, FSAs and HSAs IRA contributions	All Elective Deferrals included	Excluded	All Elective Deferrals included
Types of Benefits			
Nontaxable Fringe Benefits of Employees Health plan, dental, vision benefits Workers compensation premiums Short- or Long-term disability premiums Group term or whole life insurance < \$50,000	All Nontaxable Fringe Benefits included	Excluded	All Nontaxable Fringe Benefits included
Mandatory Contributions	All Mandatory Contributions included	Excluded	All Mandatory Contributions included
Taxable Fringe Benefits Clothing reimbursement Stipends for health insurance opt out payments Group term life insurance > \$50,000	Excluded	Excluded	All Taxable Fringe Benefits included
Other Benefits / Lump Sum Payments Workers compensation settlement payments	Excluded	Excluded	All Other Lump Sum Benefits included

Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME: Mt. Morris, City of

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SKIP THIS TABLE if you selected one of the standard definitions of compensation on page 4.

☒ **CUSTOM:** If you choose this option, you must select boxes in each section you would like to include in your Definition of Compensation. You will be responsible for additional reporting details to track custom definitions.

Types of Compensation

Regular Wages

☒ Salary or hourly wage X hours☒ On-call pay☒ PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)☐ Other: _____**Other Wages** apply: YES ☒ NO ☐☒ Shift differentials☐ Severance issued over time (weekly/bi-weekly)☒ Overtime☐ Other: _____**Lump Sum Payments** apply: YES ☐ NO ☒☐ PTO cash-out☐ Educational degrees☐ Longevity☐ Moving expenses☐ Bonuses☐ Sick payouts☐ Merit pay☐ Severance (if issued as lump sum)☐ Job certifications☐ Other: _____**Taxable Payments** apply: YES ☐ NO ☒☐ Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)☐ Car allowance☐ Prizes, gift cards☐ Other: _____☐ Personal use of a company car**Reimbursement of Nontaxable Expenses** (as defined by the IRS) apply: YES ☐ NO ☒☐ Gun, tools, equipment, uniform☐ Mileage reimbursement☐ Phone☐ Travel through an accountable plan (i.e. tracking mileage for reimbursement)☐ Fitness☐ Other: _____

Types of Deferrals

Elective Deferrals of Employee Premiums/Contributions apply: YES ☐ NO ☒☐ 457 employee and employer contributions☐ IRA contributions☐ 125 cafeteria plan, FSAs and HSAs☐ Other: _____

Types of Benefits

Nontaxable Fringe Benefits of Employees apply: YES ☐ NO ☒☐ Health plan, dental, vision benefits☐ Group term or whole life insurance < \$50,000☐ Workers compensation premiums☐ Other: _____☐ Short- or Long-term disability premiums**Mandatory Contributions** apply: YES ☐ NO ☒**Taxable Fringe Benefits** apply: YES ☐ NO ☒☐ Clothing reimbursement☐ Group term life insurance > \$50,000☐ Stipends for health insurance opt out payments☐ Other: _____**Other Benefits / Lump Sum Payments** apply: YES ☐ NO ☒☐ Workers compensation settlement payments☐ Other: _____

Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME: Mt. Morris, City of

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3. Forfeiture

A forfeiture occurs when a participant separates from employment prior to meeting the associated elapsed time (or hours reported) to receive vesting. The percentage of his/her employer contribution account balance that has not vested as of the date of termination will forfeit after 12 consecutive months following the termination date reported by the employer, or earlier, if the System distributes the participant's vested portion. MERS will utilize an available forfeiture balance as an automatic funding source applied to reported employer contributions at the time of reporting.

V. Execution:

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

This foregoing Addendum is hereby approved by City of Mt. Morris

at a Board Meeting which took place on: _____
(mm/dd/yyyy)

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

PUBLIC NOTICE
City Council Meeting
November 23, 2020
7:15pm

To participate in a public meeting each person who wishes to participate must do one of the following:

1. Click on the following link to join the meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/81790006461?pwd=UFhSc0NBMTF6Z2Z3OHdoazZ2UFFaUT09>

Or:

1. Download the Zoom application onto you cell phone, tablet or computer. This application can be found by opening the "App Store" on your Apple or Android cell phone or Google searching Zoom on your computer.
2. After downloading the Zoom application do the following:
 1. Open the Zoom application.
 2. Select the "Join a Meeting" option highlighted in blue.
 3. Enter the following Meeting ID number: 817 9000 6461 using the phone's pop-up keypad or your computer's keyboard, and then select the "Join" option highlighted in blue.
 4. Enter the following password: 847763
 5. When prompted, select the "Join with video" option.
 6. When prompted, select the "Call using internet audio" option.

You should now be in the meeting. The meeting audio function for speaking purposes may be muted for the general public at times when the Council members are conducting City business that does not include audience participation. The audio hearing function will be in effect at all times during the meeting.