

PUBLIC NOTICE
City Council Meeting
July 27, 2020
7:15pm

Pursuant to the provisions of Executive Order No. 2020-15 issued by Governor Gretchen Whitmer on March 18, 2020, notice is hereby given that the City of Mt. Morris City Council will hold an electronic regular meeting on **Monday, July 27, 2020** beginning at **7:15 p.m.** The reasons for holding an electronic public meeting are to limit the spread of COVID-19 (novel coronavirus) and to remain in compliance with Governor Whitmer's Executive Order 2020-75, which prohibits any public gathering.

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/88109361912?pwd=b3hiVXEwYnBTdXlPcVlYVWtOcVF4Zz09>

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: 881 0936 1912 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: 949662
 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.

CITY OF MT. MORRIS
CITY COUNCIL AGENDA
11649 N. Saginaw Street
Mt. Morris, MI 48458
Virtual ZOOM Meeting
July 27, 2020
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 Virtual meeting minutes from June 22, 2020.

6. COMMUNICATIONS:

a. None.

7. APPROVAL OF WARRANT: Approval of Pre-Warrant #20-13 in the amount of \$124,498.29, and Warrant #20-14 in the amount of \$121,743.47.

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

9. UNFINISHED BUSINESS:

a. None.

10. NEW BUSINESS:

a. **RESOLUTION 20-13: CDBG Signature Card.**

b. **RESOLUTION 20-14: Fire Hydrant Replacement.**

c. **RESOLUTION 20-15: Set Public Hearing date – Solid Waste Rate Increase.**

d. **St. Mary's Mt. Morris - Charitable Gaming Licenses Request.**

e. **Official Ballot for MML Liability & Property Pool Board of Directors.**

11. PUBLIC COMMENT (Five Minute Time Limit).

12. COUNCIL MEMBER AND STAFF COMMENTS

13. ADJOURNMENT

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

CITY OF MT. MORRIS
CITY COUNCIL – REGULAR MEETING
June 22nd, 2020
Virtual Meeting - ZOOM

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

PRESENT: Black, Freeman, Irwin, Roth, Thayer, Sorensen, and Mayor Duane Dunckel.

ABSENT: None.

OTHERS: City Manager/Treasurer Vicki Fishell, Police Chief Becker, Fire Chief James Young, Attorney Amanda Doyle, and City Clerk Kristina Somers.

The Pledge of Allegiance.

ROLL CALL:

None.

APPROVAL OF AGENDA:

A motion was made by Council member Freeman, seconded by Council member Sorensen to approve the agenda.

All ayes.

Motion carried.

MINUTES:

A motion was made by Council member Black, seconded by Council member Roth to approve the regular meeting minutes from June 8th, 2020.

All ayes.

Motion carried.

COMMUNICATIONS:

None.

APPROVAL OF WARRANT:

A motion was made by Council member Roth, seconded by Council member Thayer to approve **Warrant #20-12 in the amount of \$45,580.25.**

Roll call: 7 Ayes 0 Nays 0 Absent

Motion carried.

PUBLIC COMMENT:

None.

UNFINISHED BUSINESS:

a. None.

NEW BUSINESS:

a. RESOLUTION 20-10: Fire Department Compensation.

A motion was made by Council member Roth, seconded by Council member Sorensen to approve Resolution 20-10: Fire Department Compensation.

Roll call: ___7___Ayes ___0___Nays ___0___Absent

Motion carried.

Council member Irwin asked if the time and a half would be for calls, training, and/or special duty requests.

Fire Chief Young stated that it would only be for everything but training, when falling on a Holiday.

Council member Freeman asked if this was a pay increase or decrease from the current wages.

Fire Chief Young stated that it was a pay increase.

b. RESOLUTION 20-11: COVID-19 Preparedness and Response Plan.

A motion was made by Council member Black, seconded by Council member Thayer to approve Resolution 20-11: Preparedness and Response Plan.

Roll call: ___7___Ayes ___0___Nays ___0___Absent

Motion carried.

Council member Irwin questioned if the City had an Emergency Plan in place for the future if something like this was to happen again.

b. RESOLUTION 20-12: 2019-2020 Budget Amendment.

A motion was made by Council member Roth, seconded by Council member Freeman to approve Resolution 20-12: 2019-2020 Budget Amendment.

Roll Call: ___7___Ayes ___0___Nays ___0___Absent

Motion carried.

Council member Irwin asked about the weed control charges from Tammy's, and if this included cost for mowing of properties.

City Manager/Treasurer Vicki Fishell stated that yes, this cost included vacant, and code violation weed control.

PUBLIC COMMENT:

None.

COUNCIL MEMBER AND STAFF COMMENTS:

Chief Keith Becker informed all of the passing of Steven Schultz who worked for the City of Mt. Morris Police Department from 1973-2011, and that himself, other officers, and the City Manager attended the service.

Fire Chief Young discussed stating the insulation of fire alarms in residents' homes, asked that if anyone

needed, or knew someone that is in need of one to please contact him for instillation.

Mayor Duane Dunckel talked about Mr. Schultz being his DARE instructor back when he attended school, and that he will be greatly missed.

ADJOURNMENT:

With no further business, the Council Meeting was adjourned at **7:32p.m.**

Kristina Somers, City Clerk

User: Kristina
DB: Mt Morris

EXP CHECK RUN DATES 07/09/2020 - 07/09/2020
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: 101G
PRE-WARRANT #20-13

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check
Fund 101 General							
Dept 190 ELECTIONS	OPERATING EXPENSE	GENESEE COUNTY CLERK	BALLOT PROG FOR AUG ELEC	06292020	07/15/20	300.00	
101-190-740.000			Total For Dept 190 ELECTIONS			300.00	
Dept 202 ASSESSOR	PROFESSIONAL SERVICES	LEGACY ASSESSING SERV	ASSESSING SERVICES FIRST QUARTER	1	07/15/20	3,000.00	
101-202-801.000			Total For Dept 202 ASSESSOR			3,000.00	
Dept 215 ADMINISTRATION	OPERATING EXPENSE	PITNEY BOWES	LEASE CHARGES	3311537588	07/15/20	314.07	
101-215-740.000			ANNUAL SERVICE CONTRACT	20164523	07/15/20	1,445.40	
101-215-825.000			CITY HALL CHARGES	852910006005118	07/15/20	87.19	
101-215-850.000			CELL SERVICES MAY 26-JUN 25	9857422074	07/15/20	38.25	
101-215-850.000			Total For Dept 215 ADMINISTRATION			1,884.91	
Dept 253 TREASURER	MAINTENANCE AGREEMENTS	I.T. RIGHT	ANNUAL SERVICE CONTRACT	20164523	07/15/20	1,445.40	
101-253-825.000			Total For Dept 253 TREASURER			1,445.40	
Dept 265 CITY HALL & GROUNDS	OPERATING EXPENSE	MENARDS - CLIO	PARTS	26681	07/15/20	19.97	
101-265-740.000			CITY HALL, LIBRARY, ROW, CEMETERY	7974	07/15/20	101.25	
101-265-801.000			POOL RENEWAL PREMIUM	11369205	07/15/20	12,507.00	
101-265-910.000			CITY HALL AND GARAGE UB JUNE	SAGI01164900000	07/15/20	30.53	
101-265-920.000			Total For Dept 265 CITY HALL & GROUNDS			12,658.75	
Dept 269 OTHER CITY PROPERTY	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	CITY HALL, LIBRARY, ROW, CEMETERY	7974	07/15/20	22.50	
101-269-801.000			Total For Dept 269 OTHER CITY PROPERTY			22.50	
Dept 276 CEMETERY	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	CITY HALL, LIBRARY, ROW, CEMETERY	7974	07/15/20	674.00	
101-276-801.000			Total For Dept 276 CEMETERY			674.00	
Dept 305 POLICE DEPARTMENT	OPERATING EXPENSE	MARQUEE ENGRAVING	NAME PLATE/FLAG CASE	031275/031355	07/15/20	75.00	
101-305-740.000			UNLEADED GAS	405961	07/15/20	480.11	
101-305-745.000			ANNUAL SERVICE CONTRACT	20164523	07/15/20	1,445.40	
101-305-825.000			CITY HALL CHARGES	852910006005118	07/15/20	49.82	
101-305-850.000			CELL SERVICES MAY 26-JUN 25	9857422074	07/15/20	56.88	
101-305-930.000			CAR WASH CHARGES	0014916	07/15/20	6.00	
101-305-930.000			SERVICE WORK	3238-3278	07/15/20	865.45	
101-305-990.000			IT ECITATION	4439074	07/15/20	178.45	
			Total For Dept 305 POLICE DEPARTMENT			3,157.11	
Dept 336 FIRE DEPARTMENT	OPERATING EXPENSE	I.T. RIGHT	ANNUAL SERVICE CONTRACT	20164523	07/15/20	1,445.40	
101-336-740.000			FD COMPUTERS (REMAINING BALANCE)	20164690	07/15/20	498.00	
101-336-745.000			UNLEADED GAS	405961	07/15/20	3.89	
101-336-759.000			HUBBARD'S MILITARY SU	070420/070320	07/15/20	770.00	
101-336-825.000			AIR TESTING - FD	46782	07/15/20	480.00	
101-336-850.000			CITY HALL CHARGES	852910006005118	07/15/20	24.91	
101-336-930.000			REPAIR/SUPPLIES	33907	07/15/20	675.03	
			Total For Dept 336 FIRE DEPARTMENT			3,897.23	

07/09/2020 12:37 PM
User: Kristina
DB: Mt Morris

INVOICE GL DISTRIBUTION REPORT FOR CITY OF MT MORRIS
EXP CHECK RUN DATES 07/09/2020 - 07/09/2020
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: 101G
PRE-WARRANT #20-13

Page: 2/4

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 101 General						
Dept 371 CODES & ENFORCEMENT						
101-371-801.000	PROFESSIONAL SERVICES	VIENNA TOWNSHIP	2ND QUARTER BUILDING PERMITS 4/1/2	07012020	07/15/20	2,182.50
			Total For Dept 371 CODES & ENFORCEMENT			2,182.50
Dept 400 PLANNING COMMISSION						
101-400-801.000	PROFESSIONAL SERVICES	SPICER GROUP	MASTER PLAN	202245	07/15/20	370.00
101-400-956.000	MISC	MARQUEE ENGRAVING	NAME PLATE/FLAG CASE	031275/031355	07/15/20	12.00
			Total For Dept 400 PLANNING COMMISSION			382.00
Dept 441 PUBLIC WORKS						
101-441-850.000	COMMUNICATIONS	COMCAST CABLEVISION	DPW CHARGES	852910006005213	07/15/20	60.45
101-441-850.000		VERIZON	CELL SERVICES MAY 26-JUN 25	9857422074	07/15/20	30.05
101-441-920.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	DPW UB JUNE	HUGH00072000000	07/15/20	46.03
101-441-922.000	STREET LIGHTING	CONSUMERS ENERGY	STREET LIGHTS	100000307718	07/15/20	3,216.67
101-441-922.000	STREET LIGHTING	CONSUMERS ENERGY	LED LIGHTS	100000307534	07/15/20	350.33
			Total For Dept 441 PUBLIC WORKS			3,703.53
Dept 528 TRASH COLLECTION						
101-528-801.000	PROFESSIONAL SERVICES	REPUBLIC SERVICES #23	JUNE TRASH SERVICES	0237-001801641	07/15/20	13,802.47
			Total For Dept 528 TRASH COLLECTION			13,802.47
Dept 529 WEED & BRUSH CONTROL						
101-529-801.000	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	MOWING OF DESIGNATED PROP	7976	07/15/20	2,646.00
			Total For Dept 529 WEED & BRUSH CONTROL			2,646.00
Dept 738 LIBRARY						
101-738-740.000	OPERATING EXPENSE	VIC BOND SALES	LIBRARY BALLAST REPAIR	73195	07/15/20	38.70
101-738-801.000	PROFESSIONAL SERVICES	SHERWOOD PROFESSIONAL	LIBRARY CLEANING - JUNE	2172	07/15/20	150.00
101-738-801.000	PROFESSIONAL SERVICES	TAMMY'S LANDSCAPING	CITY HALL, LIBRARY, ROW, CEMETERY	7974	07/15/20	101.25
101-738-920.000	PUBLIC UTILITIES	CITY OF MT. MORRIS	LIBRARY JUNE UB	VANB00068500000	07/15/20	37.43
			Total For Dept 738 LIBRARY			327.38
			Total For Fund 101 General			50,083.78
Fund 202 Major Street						
Dept 463 STREET ROUTINE MAINTENANCE						
202-463-740.000	OPERATING EXPENSE	VERIZON	CELL SERVICES MAY 26-JUN 25	9857422074	07/15/20	60.10
			Total For Dept 463 STREET ROUTINE MAINTENANCE			60.10
Dept 474 TRAFFIC SERVICES						
202-474-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	TRAFFIC LIGHTS	100000307585	07/15/20	165.58
			Total For Dept 474 TRAFFIC SERVICES			165.58
			Total For Fund 202 Major Street			225.68
Fund 591 Water Fund						
Dept 000						
591-000-255.000	WATER DEPOSITS PAYABLE	CITY OF MT. MORRIS	WATER DEPOSIT - 11840 SAGINAW ST	06302020	07/15/20	95.25
591-000-255.000	WATER DEPOSITS PAYABLE	CLARK, JOSHUA	WATER DEPOSIT REFUND - 11840 SAGIN	06302020	07/15/20	154.75
			Total For Dept 000			250.00
Dept 215 ADMINISTRATION						
591-215-825.000	MAINTENANCE AGREEMENTS	I.T. RIGHT	ANNUAL SERVICE CONTRACT	20164523	07/15/20	1,445.40
591-215-850.000	COMMUNICATIONS	COMCAST	CITY HALL CHARGES	852910006005118	07/15/20	49.82
591-215-850.000	COMMUNICATIONS	COMCAST CABLEVISION	DPW CHARGES	852910006005213	07/15/20	60.46

User: Kristina

DB: Mt Morris

EXP CHECK RUN DATES 07/09/2020 - 07/09/2020
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GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 591 Water Fund						
Dept 215 ADMINISTRATION						
591-215-850.000	COMMUNICATIONS	VERIZON	CELL SERVICES MAY 26-JUN 25	9857422074	07/15/20	30.05
591-215-910.000	INSURANCE & BOND	MML LIABILITY & PROPE	POOL RENEWAL PREMIUM	11369205	07/15/20	10,000.00
591-215-959.000	MEMBERSHIP & DUES	MICHIGAN RURAL WATER	2020-2021 ANNUAL MEMBERSHIP DUES	06112020	07/15/20	735.00
			Total For Dept 215 ADMINISTRATION			12,320.73
Dept 537 WATER DISTRIBUTION						
591-537-740.000	OPERATING EXPENSE	MICHIGAN PIPE & VALVE	95E BUFFALO BOX X 7	G004088	07/15/20	450.00
591-537-740.700	OPERATING EXP. - METER R	ETNA SUPPLY	SUPPLIES	S103554729.001	07/15/20	1,080.00
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TE	UNLEADED GAS	405961	07/15/20	97.25
591-537-921.000	COST OF SEWER/WATER	GENESEE COUNTY DRAIN	MAY WATER	W57 MM0620	07/15/20	48,415.00
			Total For Dept 537 WATER DISTRIBUTION			50,042.25
			Total For Fund 591 Water Fund			62,612.98
Fund 592 Sewer Fund						
Dept 215 ADMINISTRATION						
592-215-825.000	MAINTENANCE AGREEMENTS	I.T. RIGHT	ANNUAL SERVICE CONTRACT	20164523	07/15/20	1,445.40
592-215-850.000	COMMUNICATIONS	COMCAST	CITY HALL CHARGES	852910006005118	07/15/20	37.36
592-215-850.000	COMMUNICATIONS	COMCAST CABLEVISION	DPW CHARGES	852910006005213	07/15/20	60.45
592-215-850.000	COMMUNICATIONS	VERIZON	CELL SERVICES MAY 26-JUN 25	9857422074	07/15/20	30.05
592-215-910.000	INSURANCE & BOND	MML LIABILITY & PROPE	POOL RENEWAL PREMIUM	11369205	07/15/20	10,000.00
			Total For Dept 215 ADMINISTRATION			11,573.26
Dept 536 SEWER DISTRIBUTION						
592-536-930.000	REPAIR & MAINTENANCE - V	AUTO - WARES GROUP	#50 PARTS	509182	07/15/20	2.59
			Total For Dept 536 SEWER DISTRIBUTION			2.59
			Total For Fund 592 Sewer Fund			11,575.85

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
			Fund 101 General			50,083.78
			Fund 202 Major Street			225.68
			Fund 591 Water Fund			62,612.98
			Fund 592 Sewer Fund			11,575.85
			Total For All Funds:			124,498.29

This Warrant is hereby approved and directed for payment.

Duane Dunckel, Mayor

Kristina K. Somers, City Clerk

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 101 General						
Dept 000	UNDISTRIBUTED FRINGE BEN	BLUE CARE NETWORK	HEALTH INS PREM	201890045953	08/01/20	6,321.99
101-000-066.000	UNDISTRIBUTED FRINGE BEN	HUMANA HEALTH PLAN IN	VISION/DENTAL	651483-001	08/01/20	1,167.34
101-000-066.000	UNDISTRIBUTED FRINGE BEN	MICHIGAN MUNICIPAL UN	QUARTERLY CONTRIBUTION REPORT	0801-124	08/01/20	7.44
101-000-066.000	UNDISTRIBUTED FRINGE BEN	UNUM LIFE INSURANCE C	LIFE/DISABILITY	0150244-001 5	08/01/20	959.09
Total For Dept 000						
						8,455.86
Dept 101 CITY COUNCIL						
101-101-900.000	PRINTING	MUNICODE	ORDINANCE SUPPLEMENTS	00346173	08/01/20	2,919.44
Total For Dept 101 CITY COUNCIL						
						2,919.44
Dept 190 ELECTIONS						
101-190-740.000	OPERATING EXPENSE	PRINTING SYSTEMS	SUPPLIES/PRINTING	214305	08/01/20	193.64
Total For Dept 190 ELECTIONS						
						193.64
Dept 215 ADMINISTRATION						
101-215-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL B	CREDIT CARD	0247	08/01/20	378.77
101-215-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	800090000233456	08/01/20	258.50
101-215-850.000	COMMUNICATIONS	COMCAST	INT/PHONES	103684015	08/01/20	131.83
101-215-874.000	RETIREE INSURANCE BENEFIT	BLUE CARE NETWORK	HEALTH INS PREM	201890045953	08/01/20	1,794.49
101-215-874.000	RECIPT TO 731.00.00.999	GENESEE COUNTY TREASU	LINA FOR JULY 2020	CON 4536	08/01/20	16.65
101-215-990.000	COBIEP	US BANK EQUIPMENT FIN	PRINTER LEASE	418684791	08/01/20	68.46
Total For Dept 215 ADMINISTRATION						
						2,648.70
Dept 253 TREASURER						
101-253-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	800090000233456	08/01/20	125.00
Total For Dept 253 TREASURER						
						125.00
Dept 265 CITY HALL & GROUNDS						
101-265-740.000	OPERATING EXPENSE	ACTION MUNICIPAL SUPP	SUPPLIES	20620	08/01/20	94.40
101-265-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	BLACK PRIMER - CITY HALL HANDRAIL	02830511120	08/01/20	5.49
101-265-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	27950/28185/282	08/01/20	134.51
101-265-740.000	OPERATING EXPENSE	VIC BOND SALES	PD BATHROOM REPAIRS	73399	08/01/20	10.20
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	CITY HALL (GAS)/ELEC	100031206228/60	08/01/20	722.03
Total For Dept 265 CITY HALL & GROUNDS						
						966.63
Dept 269 OTHER CITY PROPERTY						
101-269-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	PARKING LOT	100029740212	08/01/20	52.09
Total For Dept 269 OTHER CITY PROPERTY						
						52.09
Dept 276 CEMETERY						
101-276-740.000	OPERATING EXPENSE	HOME DEPOT, INC	HOME DEPOT CREDIT CARD	603532264940874	08/01/20	27.98
Total For Dept 276 CEMETERY						
						27.98
Dept 305 POLICE DEPARTMENT						
101-305-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	800090000233456	08/01/20	125.00
101-305-745.000	GAS & FUEL	MICHIGAN PETROLEUM TE	UNLEADED FUEL	404869	08/01/20	413.10
101-305-850.000	COMMUNICATIONS	COMCAST	INT/PHONES	103684015	08/01/20	75.33
101-305-910.000	INSURANCE & BOND	UML LIABILITY & PROPE	POOL RENEWAL NO. 2	11370205	08/01/20	5,475.00
101-305-990.000	DEBT SERVICE - PRIN	US BANK EQUIPMENT FIN	PRINTER LEASE	418684791	08/01/20	115.04
Total For Dept 305 POLICE DEPARTMENT						
						6,203.47
Dept 336 FIRE DEPARTMENT						
101-336-714.000	FRINGE BENEFITS	LINCOLN NATIONAL LIFE	LIFE INS	MFSAMOUN-BI-114	08/01/20	54.60
101-336-740.000	OPERATING EXPENSE	MENARDS - CLIO	SUPPLIES	27950/28185/282	08/01/20	305.82

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 101 General						
Dept 336 FIRE DEPARTMENT						
101-336-740.000	OPERATING EXPENSE	WITMER PUBLIC SAFETY	100 CLUB SMOKE/CO ALARMS	EM1979335	08/01/20	743.38
101-336-740.000	OPERATING EXPENSE	WITMER PUBLIC SAFETY	NIGHTSTICK/BASE	EM1978191	08/01/20	626.84
101-336-745.000	GAS & FUEL	MICHIGAN PETROLEUM TE	DIESEL FUEL	404870	08/01/20	106.35
101-336-745.000	GAS & FUEL	MICHIGAN PETROLEUM TE	UNLEADED FUEL	404869	08/01/20	3.66
101-336-850.000	COMMUNICATIONS	COMCAST	INT/PHONES	103684015	08/01/20	37.67
101-336-910.000	INSURANCE & BOND	MMI LIABILITY & PROPE	POOL RENEWAL NO. 2	11370205	08/01/20	5,475.00
Total For Dept 336 FIRE DEPARTMENT						7,353.32
Dept 441 PUBLIC WORKS						
101-441-740.000	OPERATING EXPENSE	ACTION MUNICIPAL SUPP	SUPPLIES	20620	08/01/20	247.65
101-441-740.000	OPERATING EXPENSE	AUTO - WARES GROUP	GLASS FUSE	02830510387	08/01/20	1.59
101-441-740.000	OPERATING EXPENSE	TRI COUNTY EQUIPMENT	PARTS	1710099	08/01/20	50.44
101-441-745.000	GAS & FUEL	MICHIGAN PETROLEUM TE	DIESEL FUEL	404870	08/01/20	34.99
101-441-910.000	INSURANCE & BOND	MMI LIABILITY & PROPE	POOL RENEWAL NO. 2	11370205	08/01/20	5,500.00
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	DPW GARAGE	100031076589	08/01/20	198.51
101-441-922.000	STREET LIGHTING	CONSUMERS ENERGY	STREET LIGHTS	100000307718	08/01/20	3,215.77
101-441-922.000	STREET LIGHTING	CONSUMERS ENERGY	LED LIGHTS	100034777534	08/01/20	350.89
101-441-930.000	REPAIR & MAINTENANCE - V	LONNIE'S SMALL ENGINE	CUTTING BLADE	070720-1	08/01/20	72.24
Total For Dept 441 PUBLIC WORKS						9,672.08
Dept 528 TRASH COLLECTION						
101-528-740.000	OPERATING EXPENSE	ACTION MUNICIPAL SUPP	SUPPLIES	20620	08/01/20	113.25
Total For Dept 528 TRASH COLLECTION						113.25
Dept 738 LIBRARY						
101-738-740.000	OPERATING EXPENSE	ACTION MUNICIPAL SUPP	SUPPLIES	20620	08/01/20	61.20
101-738-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	LIBRARY	100029689898	08/01/20	421.18
Total For Dept 738 LIBRARY						482.38
Total For Fund 101 General						39,213.84
Fund 202 Major Street						
Dept 463 STREET ROUTINE MAINTENANCE						
PROFESSIONAL SERVICES						
202-463-801.000		C.B. LAWN CARE	CHIPPED BRUSH STUMP REMOVAL CEMENTE	3655	08/01/20	100.00
Total For Dept 463 STREET ROUTINE MAINTENANCE						100.00
Dept 474 TRAFFIC SERVICES						
OPERATING EXPENSE						
202-474-740.000		ACTION MUNICIPAL SUPP	SUPPLIES	20620	08/01/20	58.60
Total For Dept 474 TRAFFIC SERVICES						58.60
Total For Fund 202 Major Street						158.60
Fund 203 Local Street						
Dept 463 STREET ROUTINE MAINTENANCE						
OPERATING EXPENSE						
203-463-740.000		DIAMOND PRECAST LLC	STORM STRUCTURE 600 BLK OF MAPLE	6742	08/01/20	520.00
203-463-740.000		PARKER'S PROPANE		37411	08/01/20	94.00
203-463-801.000	PROFESSIONAL SERVICES	C.B. LAWN CARE	CHIPPED BRUSH STUMP REMOVAL CEMENTE	3655	08/01/20	250.00
Total For Dept 463 STREET ROUTINE MAINTENANCE						864.00
Total For Fund 203 Local Street						864.00
Fund 591 Water Fund						
Dept 215 ADMINISTRATION						
OPERATING EXPENSE						
591-215-740.000		HUNTINGTON NATIONAL B	CREDIT CARD	0247	08/01/20	90.45

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund 591 Water Fund						
Dept 215 ADMINISTRATION						
591-215-740.000	OPERATING EXPENSE	PRINTING SYSTEMS	PAST DUE UB ENVELOPES	214980	08/01/20	86.39
591-215-740.000	OPERATING EXPENSE	PRINTING SYSTEMS	UB SHUT OFF NOTICE	214981	08/01/20	134.70
591-215-740.000	OPERATING EXPENSE	PRINTING SYSTEMS	UB BILLS	214982	08/01/20	299.08
591-215-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	800090000233456	08/01/20	250.00
591-215-850.000	COMMUNICATIONS	COMCAST	INT/PHONES	103684015	08/01/20	75.33
591-215-874.000	RETIREE INSURANCE BENEFIT	BLUE CARE NETWORK	HEALTH INS PREM	201890045953	08/01/20	427.89
591-215-874.000	ATTN: KRISTIE PRIMEAU	GENESEE COUNTY TREASU	LINA FOR JULY 2020	CON 4536	08/01/20	8.33
591-215-990.000	COPIER	US BANK EQUIPMENT FIN	PRINTER LEASE	418684791	08/01/20	68.46
Total For Dept 215 ADMINISTRATION						1,440.63
Dept 537 WATER DISTRIBUTION						
591-537-714.800	FRINGE BENEFIT-NON PAYRO	DAVID BLACK	BOOT ALLOWANCE	07102020	08/01/20	150.00
591-537-740.000	OPERATING EXPENSE	GENESEE COUNTY DRAIN	WATER SAMPLING	2020-000000044	08/01/20	75.00
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TE	DIESEL FUEL	404870	08/01/20	668.66
591-537-745.000	GAS & FUEL	MICHIGAN PETROLEUM TE	UNLEADED FUEL	404869	08/01/20	64.20
591-537-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	METER PIT - 310 W . MT MORRIS	100030078313	08/01/20	29.94
591-537-921.000	PUBLIC UTILITIES	CONSUMERS ENERGY	METER PIT 321 LINCOLN	100030078438	08/01/20	29.29
591-537-921.000	COST OF SEWER/WATER	GENESEE COUNTY DRAIN	MAY SEWER	W57 CP0720	08/01/20	17,564.66
591-537-921.000	COST OF SEWER/WATER	GENESEE COUNTY DRAIN	JUNE WATER	W57 MM0720	08/01/20	59,079.93
591-537-930.000	REPAIR & MAINTENANCE - V	AIS CONSTRUCTION EQUI	LATCH #1	406715.01	08/01/20	15.95
591-537-930.000	REPAIR & MAINTENANCE - V	JENKINS' SUNOCO SERVI	REPAIR #37 DPW	044816	08/01/20	210.00
591-537-930.000	REPAIR & MAINTENANCE - V	ROD'S MOBILE TIRE SER	TIRES	1530	08/01/20	757.00
Total For Dept 537 WATER DISTRIBUTION						78,644.63
Total For Fund 591 Water Fund						80,085.26
Fund 592 Sewer Fund						
Dept 215 ADMINISTRATION						
592-215-740.000	OPERATING EXPENSE	HUNTINGTON NATIONAL B	CREDIT CARD	0247	08/01/20	90.45
592-215-740.000	OPERATING EXPENSE	PRINTING SYSTEMS	PAST DUE UB ENVELOPES	214980	08/01/20	86.39
592-215-740.000	OPERATING EXPENSE	PRINTING SYSTEMS	UB SHUT OFF NOTICE	214981	08/01/20	134.69
592-215-740.000	OPERATING EXPENSE	PRINTING SYSTEMS	UB BILLS	214982	08/01/20	299.08
592-215-740.000	OPERATING EXPENSE	PURCHASE POWER	POSTAGE	800090000233456	08/01/20	250.00
592-215-850.000	COMMUNICATIONS	COMCAST	INT/PHONES	103684015	08/01/20	56.49
592-215-874.000	RETIREE INSURANCE BENEFIT	BLUE CARE NETWORK	HEALTH INS PREM	201890045953	08/01/20	427.88
592-215-874.000	810-257-3857	GENESEE COUNTY TREASU	LINA FOR JULY 2020	CON 4536	08/01/20	8.32
592-215-990.000	COPIER	US BANK EQUIPMENT FIN	PRINTER LEASE	418684791	08/01/20	68.47
Total For Dept 215 ADMINISTRATION						1,421.77
Total For Fund 592 Sewer Fund						1,421.77

GL Number	Inv. line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount Check
Fund Totals:						
			Fund 101 General			39,213.84
			Fund 202 Major Street			158.60
			Fund 203 Local Street			864.00
			Fund 591 Water Fund			80,085.26
			Fund 592 Sewer Fund			1,421.77
Total For All Funds:						121,743.47

This Warrant is hereby approved and directed for payment.

Duane Dunckel, Mayor

Kristina K. Somers, City Clerk

CITY OF MT. MORRIS

RESOLUTION 20-13

WHEREAS: The City of Mt. Morris participates in the Genesee County Community Development Program; and

WHEREAS: The Genesee County Community Development Program has requested that we update our authorized signature card; and

NOW THEREFORE, BE IT RESOLVED:

That the following individuals are authorized to request reimbursements from the Community Development Block Grant (CDBG) Program:

Duane Dunckel - Mayor

Vicki Fishell - City Manager/Treasurer

Kristina Somers - City Clerk

Moved by Council member _____, and seconded by Council member _____, and thereafter adopted by the City Council of the City of Mt. Morris at a regular meeting held Monday, July 27, 2020, at 7:15 p.m.

_____ Yea

_____ Nay

_____ Absent

Duane K. Dunckel, Mayor

Kristina K. Somers, City Clerk



**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
COMMUNITY DEVELOPMENT PROGRAM**

1101 Beach Street – Room 223, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmpc.org



DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

June 22, 2020

Kristina Somers, Clerk
City of Mt. Morris
11649 N. Saginaw Street
Mt. Morris, MI 48458

**SUBJECT: Genesee County Community Development Block Grant (CDBG) –
Authorized Signature Card Updates**

Dear Ms. Somers:

As a local unit of government participating in the Genesee County Community Development Block Grant (CDBG) Program, staff is requesting that the enclosed "Authorized Signature Card" be updated to demonstrate signatures of each person who is authorized by your local government to sign CDBG documents on behalf of your municipality. The current signatories on file for the City of Mt. Morris are:

1. Duane Dunckel
2. Vicki Fishell
3. Kristina K. Somers

Once the card and Resolution have been completed, please mail them back to our office to the attention of Nichole Odette, Program Services Specialist. If you have any questions, please call me at (810) 766-6547.

Sincerely,

Sheila Taylor, Principal Planner
Genesee County Metropolitan Planning Commission



Enclosures



Equal Housing Opportunity



An Equal Opportunity Organization

Connect with us:  

**CITY OF MT. MORRIS
RESOLUTION 20-14**

WHEREAS: The City of Mt. Morris has \$180,642.56 left over from the grant issued by USDA to replace the water line on Roosevelt Ave; and

WHEREAS: The City of Mt. Morris DPW, ROWE Incorporated, and USDA have been in conversation on what that money can be used for; and

WHEREAS: USDA has agreed that the money can be used for fire hydrant replacement; and

WHEREAS: ROWE Incorporated has submitted the attached proposal for engineering services in regards to bidding the project; and

NOW THEREFORE, BE IT RESOLVED, that:

This Council does hereby authorize the City to enter into the attached engineering proposal from ROWE Incorporated for \$7,000, to be reimbursed by USDA, to prepare and advertise bidding documents for fire hydrant replacement and does hereby authorize the City Manager to execute such contract on the 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 regular meeting held Monday, July 27, 2020 at 7:15 p.m.

_____ Yea

_____ Nay

_____ Absent

Duane K. Dunckel, Mayor

Kristina K. Somers, City Clerk



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention.™

July 16, 2020

Mr. Paul Zumbach, DPW Superintendent
City of Mt. Morris
11649 N. Saginaw Street
Mt. Morris, MI 48458-2092

RE: Engineering Proposal
2020 Fire Hydrant Replacement Contract

Dear Mr. Zumbach:

ROWE Professional Services Company is pleased to submit this proposal for engineering services regarding the above-referenced project. As discussed, we are providing a proposal to prepare a short form contract document to replace fire hydrants for the City of Mt. Morris.

Please see attached Exhibit A which lists the scope of work proposed for this project. ROWE proposes to perform the services listed in Exhibit A for the lump sum fee of **\$7,000**.

ROWE is prepared to begin work on this project as soon as we have written authorization to proceed. If you are in agreement with this proposal, please sign in the space provided below and return to our office. Should you have any questions or comments, please do not hesitate to contact me at (810) 869-5112.

Sincerely,
ROWE Professional Services Company

Douglas R. Skylis KTC
Douglas R. Skylis, P.E.
Sr. Project Manager

Having reviewed this proposal, including the attached statement of terms and conditions which is a part thereof, acceptance of this proposal is hereby confirmed. ROWE Professional Services Company is authorized to proceed with the work.

Accepted by: _____
Signature

Print Name and Title Date: _____

Attachments

R:\sdsk\Proj\08c0013\Doc\Proposals\Hydrant Replacement Contract 2020\Proposal DPS.docx

Engineering | Surveying | Aerial Photography/Mapping | Landscape Architecture | Planning
Corporate: The ROWE Building, 540 S. Saginaw Street, Ste. 200 • Flint, MI 48502 • O (810) 341-7500 • F (810) 341-7573
With Offices In: Farmington Hills, MI • Grayling, MI • Kentwood, MI • Lapeer, MI • Mt. Pleasant, MI • Myrtle Beach, SC
www.rowepsc.com

EXHIBIT A

SCOPE OF WORK:

The overall scope of work for this project is to prepare a short form bidding document to replace fire hydrants for the City of Mt. Morris in an effort to utilize remaining funds in the city's USDA loan. In order to complete the project, it is anticipated that the following tasks will be necessary:

1. *Prepare Bidding Documents* – ROWE will prepare a short form bidding document to be issued to contractors for quotes. The document will identify the specific fire hydrants the city wishes to have replaced, using both a list identifying locations, and shown on an aerial map, using Google Earth or similar for the map background and will also include details and specifications as necessary. The bidding documents will contain the short form contract not requiring bonds so as to reduce the cost of the final awarded contract, and allow more work to be accomplished. The contract will be prepared with the intention that all funds awarded to the successful contractor will be from the USDA funds that have been approved for use this year for a contingency project.

Advertise and Bid Contract – Once reviewed and approved by the City of Mt. Morris, ROWE will assist in advertising the bidding document to the public. ROWE will also contact and coordinate with various local reputable contractors that may be interested in completing this work, with the intention of obtaining a minimum of three responsible bids. ROWE will assist with the bid opening, review the accuracy of the bids, and prepare a recommendation on how to proceed with award. ROWE will also coordinate with USDA for review and approval before the contract is awarded by the city.

The proposal is based on the following:

1. The city will provide a list of fire hydrants that are recommended for replacement. Based on our discussion, the fire hydrants on the list are in areas where the water main is 6 inches or larger in diameter. The Contractor will be required to remove the existing hydrant assembly and construct a new one connecting to the existing lead.
2. ROWE will use standard short form bidding documents, subject to the review from the city staff.
3. No topographic survey will be necessary.
4. Proposal includes a maximum of one meeting with the city to gather and verify data and attend one City Council meeting to discuss awarding the project.
5. ROWE understands this project needs to be expedited to meet USDA's requirement to have final payment submitted by November 1, 2020. We will work with the city, bidders, and the successful Contractor to expedite this work to the extent feasible which may necessitate the city holding a special meeting to award the project.

TERMS AND CONDITIONS

The Owner will designate a representative with the authority to provide direction, receive and review information, and make decisions regarding the project. Decisions and direction shall be provided in a timely manner, so as to not delay the project.

The Engineer will perform services in a timely manner, consistent with sound professional practice. The Engineer will strive to perform the services within the established schedule, if any. Services are considered to be complete when deliverables have been presented to the Owner.

The Owner will provide the Engineer with all available information pertinent to the site of the project and access to the project site.

The Engineer will assist the Owner in preparing applications and documents to secure approvals and permits. The Owner is responsible for payment of permit application fees and charges.

Services provided by the Engineer shall be performed with the care and skill normally exercised by other members of the profession practicing under similar conditions.

The Owner shall promptly notify the Engineer of defects or suspected defects in the work.

The Engineer's opinions of construction costs will be based upon experience and historical information.

The Engineer will be responsible for the safety precautions and programs of its employees only.

If the Engineer is reviewing work by contractors or others on behalf of the Owner, the Engineer may only recommend to the Owner that work which does not conform to the project requirements be rejected.

Payment for work completed shall be made within thirty days of invoicing. Unless otherwise provided, invoices will be submitted monthly as the work progresses.

In the event additional work is needed because of a change in scope or unforeseen conditions, the Engineer will submit a proposal defining the modified scope of work and any modifications to the schedule and fee for the Owner's approval.

This agreement may be terminated by either party with fourteen days' written notice; however, the Engineer shall be paid for work completed prior to the date of termination.

All documents prepared by the Engineer in completing this work are considered the Engineer's property as instruments of service and are not intended for re-use by the Owner or others.

The Engineer is an independent contractor, responsible to the Owner for the results of this undertaking and is not an employee or agent of the Owner.

The Owner agrees to limit ROWE Professional Services Company's total liability to the Owner and any contractors on the project to \$7,000 or the Engineer's fee, whichever is greater.

The Owner and Engineer each bind themselves and any partners, successors, and assigns of the other party to this agreement. Neither party will assign, sublet, or transfer their interest in this agreement without the consent of the other party.

The terms of this agreement shall be governed by the laws of the State of Michigan. In the event a provision of this agreement is rendered unlawful, the remaining terms and provisions shall remain in effect.

In performance of this work, the Engineer will comply with their policies regarding non-discrimination against employees on the basis of race, color, religion, national origin or ancestry, age or sex.

**CITY OF MT. MORRIS
RESOLUTION 20-15**

WHEREAS: Section 50 of the Code of Ordinances of the City of Mt. Morris provides that charges for solid waste, recycling and yard waste services shall be set by resolution of the City Council and provide that a public hearing shall be held prior to the enactment of such a resolution and that at least ten days notice of the public hearing shall be published in a paper of general circulation within the city indicating in addition to such other information as the Council deems appropriate, the Council's intention to increase or decrease rates and a schedule of the new rates contemplated; and

WHEREAS: This Council has determined that due to increased costs rates must be changed to consumers within the City.

NOW THEREFORE, BE IT RESOLVED:

That this Council does hereby:

1. Declare and confirm its intent to change solid waste rates.
2. That the schedule of new rates shall be as follows:

	<u>FROM</u>	<u>TO</u>
Collection fee (per unit)	\$13.31	\$13.71

BE IT FURTHER RESOLVED:

That a public notice shall be published in a paper of general circulation within the city, to wit: the Mt. Morris-Clio Herald, in a form to be approved by the Manager and City Attorney setting forth such intent and the schedule of new rates contemplated. The said public notice shall be essentially in the format annexed hereto. The public hearing shall be set for August 10, 2020 at 7:15 p.m.

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, July 27, 2020 at 7:15 p.m.

_____ Yea

_____ Nay

_____ Absent

Duane K. Dunckel, Mayor

Kristina K. Somers, City Clerk



4101 Holiday Drive Flint, MI 48507
republicservices.com

July 9, 2020

City of Mt. Morris
11649 N Saginaw St
Mount Morris, MI 48458-2079

RE: Price adjustment

Dear City of Mt. Morris,

Pursuant to the contract between the City of Mt. Morris and Republic Services of Flint, we hereby notify the City of the agreed upon adjustment in fees.

The new rate of \$13.71/unit will go into effect on the July 20th statement for the contract year of 2020-2021. Please take a moment and fill in the updated house count on the attached self-addressed stamped postcard (will be mailed).

On behalf of Republic Services, we thank you for the opportunity to be a part of your community and look forward to providing services for the next year. Should you have questions, comments, and/or concerns regarding our calculations, please feel free to contact me at 1-810-768-2217 or by email at ahoffman@republicservices.com.

Respectfully,

Amy Hoffman
Billing Coordinator

Cc: File, Gary Hicks

RECEIVED

APR 13 2020

CITY OF M.

April 9, 2020

Duane Dunkel, Mayor

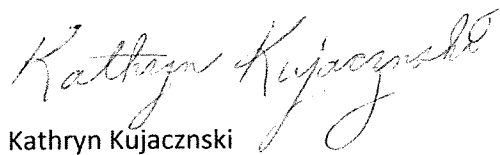
Kristina Somers, City Clerk

I am Kathy Kujacznski, a member of the St. Mary's Mt. Morris Catholic Church. I am also the President of our Altar Society Organization.

Enclosed is a form The Gaming Division of Michigan sent to me to be filled out by our Local government. They want to update St. Mary's Altar Society Organization information.

With your help on this we will be able to continue our Fundraising for our Altar Society.

Thank you for your time. Please send the form back to me when completed any questions you may have contact me at the below address or telephone number.


Kathryn Kujacznski

11357 Berkshire

Clio, Mi. 48420

(810-686-6826)



Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a Regular meeting of the City of Mt. Morris
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD
called to order by _____ on July 27th, 2020
DATE

at 7:15 a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from St. Mary's Altar Society
Organization of Mt. Morris
NAME OF ORGANIZATION CITY

county of Benewah, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

Yeas: _____

Nays: _____

Absent: _____

DISAPPROVAL

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.
BSL-CG-1153(R6/09)

Dear Kathryn Kujacznski:

We have received documentation to qualify your organization as a Local Civic organization to conduct licensed gaming events as allowed by Act 382 of the Public Acts of 1972, as amended.

To complete the qualification process, please submit the following information:

1. A copy of the organization's current Bylaws or Constitution, including membership criteria, signed and dated by your principal officer.
2. A copy of the letter from the IRS stating the organization is exempt from federal income tax under IRS code 501(c) or copies of one bank statement per year for the previous five years, excluding the current year, from 2/18/2015 to 2/18/2019.
3. A copy of a resolution passed by the local government stating the organization is a recognized nonprofit organization in the community; form enclosed.
4. A revenue and expense statement for the previous 12 month period to prove all assets are used for charitable purposes, i.e. 990's, treasurer's report, audit. Do not send check registers or cancelled checks. Explain the purpose of each expenditure made to an individual. Once the organization has conducted licensed gaming events, the Bureau may require the organization to provide additional proof that all assets are being used for charitable purposes.
5. A provision in the Bylaws, Constitution, or Articles of Incorporation, that all assets, and real property will revert to the local government or another nonprofit organization should the organization dissolve.
6. Proof of a current bank account in the name of the organization.
7. Your Small Raffle license has been issued, however, it is now time to update your qualification information. No further licenses will be issued until you submit all the above to prove your continued eligibility under the act and rules.

Please enclose a copy of this letter with the requested information and mail, fax to (517) 267-2285, or email to CG-Additional-Info@michigan.gov. Be sure to include your organization ID number 132557 on all correspondence submitted to our office.



To: Members of the MML Workers' Compensation Fund
From: Michael J. Forster, Fund Administrator
Date: June 29, 2020
Subject: Fund Trustee Election

Dear Fund Member:

Two (2) Trustees have agreed to seek election to the MML Workers' Compensation Fund Board of Trustees. You may also write in one or more candidates if you wish.

A brief biographical sketch of each candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 13. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Workers' Compensation Fund*; the link to the ballot form is in the yellow banner.

Thank you for your membership in the Worker's Compensation Fund, and for participating in the election of your governing board.

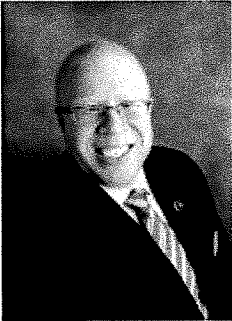
Sincerely,

A handwritten signature in black ink that reads 'Michael J. Forster'. The signature is stylized with a large, looped 'M' and 'F'.

Michael J. Forster

Fund Administrator

THE CANDIDATES
Four-year terms beginning October 1, 2020



Marlon Brown, Mayor Pro Tem, City of Mason

Marlon Brown was first elected to the Mason City Council in 2012 and presently serves as mayor pro tem. He serves on the Elected Officials Academy Advisory Board and previously served on the MML Board of Trustees. In addition to his role on the city council, Brown has served as chairperson of the Mason Sesquicentennial Steering Committee, vice chair of the Mason Planning Commission, vice chair of the Mason Historic District Commission, and secretary of the Ingham County Economic Development Corporation board of directors. He is involved with several community organizations including the Mason Orchestral Society and the Mason Area Chamber of Commerce. Brown works for the State of Michigan as the Director of Policy and Legislative Affairs for the Department of Licensing and Regulatory Affairs (LARA). He earned a BS in political science from American University, a master of public administration from the University of Delaware, and is currently pursuing a doctorate in public administration at Valdosta State University. Moreover, he is an alumnus of the Michigan Political Leadership Program at Michigan State University. Marlon is seeking election to his first term.



Penny Hill, Assistant City Manager, Traverse City

Penny has been a municipal government official since 1988, serving at various times as Clerk, Treasurer, and Manager. She currently serves as Traverse City's Assistant Manager. Penny is an active member of the Michigan Municipal League, having served on its Board of Directors, and as Vice-Chairperson of Region 6. Penny is also an active member of the Michigan Municipal Executives (formerly Michigan Local Government Manager's Association), serving as its President in 2013. She is a member of the Board of Directors for the Grand Traverse Regional Community Foundation. Penny is seeking election to her first term.

Michigan Municipal League
Workers' Compensation Fund

OFFICIAL BALLOT - 2020

Vote for two Trustees by marking the line to the left of the name for four-year terms beginning October 1, 2020.

_____ Marlon Brown, Appointee
Mayor Pro Tem, City of Mason

_____ Penny Hill, Appointee
Assistant Manager, City of Traverse City

Write-in Candidate

I hereby certify that:

(Municipality/Agency)

by action of its governing body, has authorized its vote to be cast for the above persons to serve as Trustees of the Michigan Municipal League Workers' Compensation Fund.

Official Signature
Date:

Ballot deadline:
August 13, 2020