

CALL TO ORDER:

Mayor Rundborg called the Regular City Council Meeting to order at 7:00 p.m. He led the Pledge of Allegiance.

ROLL CALL:

Council Members Present: Matt Cooper, Dave Hunsaker, Sue Leeming and Maria Ostrander.

Excused: Tony Stoker and Trevor VanDyke

STAFF:

Lisa Grysen, Police Chief Bruce Ferguson, Daniel Coss, and Brian Goodenough

AUDIENCE:

County Commissioner Bob Showers, SCCMUA Director Brad Gurski, Chuck Zelma, Melissa Zelma, Bob Hill, Anna Shafer, Clinton County Central Dispatch Director Christine Collom, Paul Brown, Clay Coey and Dave Less

AGENDA:

Motion by Ostrander, seconded by Leeming and carried by unanimous vote of the Council that **the agenda be approved as presented.**

APPROVAL OF MINUTES:

Minutes from the June 28 meeting could not be approved due to lack of members present at the July 12, 2016 meeting.

SPECIAL AGENDA ITEMS:

1. Update of 911 Surcharge by Christine Collom, Director Clinton County Central Dispatch:
Christine Collom gave a brief overview of how Central Dispatch (911) receives their operational funds. Ms. Collom emphasized that they do not receive any funds from property taxes. Ms. Collom also mentioned future capital projects and equipment that will be needed. Clinton County has pledged to match two million dollars from the Public Improvement Fund to assist with these needed improvements.

PUBLIC COMMENTS:

Anna Shafer, 402 W. Main Street, stated that she is still unhappy with the sidewalk. Ms. Shafer stated that pedestrians are walking on the sidewalk and the light from personal cell phones are shining in her windows.

CITY ADMINISTRATORS REPORT:

MOBILITIE RIGHT OF WAY APPLICATION

The City received an application for a Right-of-Way permit for a 102-foot "transportation utility pole". This company has been submitting these applications all over Michigan. They submit right-of-way permits in an attempt to subvert local zoning ordinances for "wireless towers". These towers are installed to provide wireless internet connections and cell service. They are claiming to be regulated under the Metro Telecommunications Act and their towers are in fact "utility poles", which would preclude them from zoning. Our research shows they are not registered with the

Michigan Public Service Commission as a utility provider and therefore cannot install the towers under the Metro Act. I have attached a photo in your General Information Packet of what the towers look like when installed. The application we received was proposing an identical tower on the north east corner of East Main Street and Franklin Street. The towers are 102-foot tall, 44-inches at the base and have two cabinets 24” x 24” approximately 8-feet off the ground. The application was denied and they have been instructed to submit a Site Plan Application in compliance with the City Zoning Ordinance if they are interested in proceeding. The City Attorney, Brian Goodenough, was involved in preparing a response to Mobilitie.

RIVERSIDE/MEMORIAL PARK MASTER PLAN

The final conceptual plan was reviewed and approved by the Parks, Recreation, Cemetery and Tree Commission at their June 8th meeting with some slight adjustments. The finalized plan and cost estimates are being prepared by Spicer Group. Once the plan and cost estimate are completed the plan will be presented to City Council for your review.

ROAD PROJECTS

Both road projects are moving along and are on schedule. Provided the weather continues to cooperate, the contractors should be able to complete everything on time.

JULY 2016	
12	DDA Meeting – 7:30 AM
12	City Council Meeting – 7:00 PM
13	City Charter Meeting – 6:00 PM
26	City Council Meeting – 7:00 PM
27	City Charter Meeting – 6:00 PM
28	Planning Commission – 7:00 PM
30	City Hall Open - Saturday, July 30 To obtain an absentee ballot 8-2 PM

OLD BUSINESS:

None

NEW BUSINESS:

1. **Ox Roast Fireworks Risk Transfer Agreement:**

In order to reduce the City’s liability associated with the Ox Roast fireworks display, the City requires that the provider of the fireworks enter into a risk transfer agreement with the City. Attached for your consideration please find the agreement, proof of insurance and related documents.

Night Magic will again be handling the fireworks for the Ox Roast Festival this year which will be held on the evening of Saturday, August 20. This company has handled the fireworks display for the Association for the past several years. The City has not had any problems in previous years with Night Magic operations.

City Attorney, Brian Goodenough has reviewed the pertinent documents.

Motion by Hunsaker, seconded by Leeming and carried by unanimous vote of the Council **to enter into a Risk Transfer Agreement between the City and Night Magic, Inc. and authorize the Mayor and Clerk to sign the agreement on behalf of the City.**

2. Approval of Fireworks Display for Ox Roast:

The Memorial Association has scheduled Saturday, August 20, 2016 as the night for the Fireworks Display during the Ox Roast Festival. Attached is the permit application and list of fireworks that will be used in the display.

Motion by Ostrander, seconded by Leeming and carried by unanimous vote of the Council **to approve the fireworks display for Night Magic, Inc.**

3. SCCMUA – Budget:

City Council was provided with the pertinent parts of the 2017 SCCMUA Operating Budget for the City of DeWitt. Brad Gurski, SCCMUA Director, was in attendance to go over the budget with City Council and answer any question they had.

Municipalities that own SCCMUA are provided an opportunity to review the annual SCCMUA Operating Budget. Each Community pays for the maintenance and other work on its respective sanitary sewer lines and projects within its corporate limits, and shares for administration and operation of the treatment plant. The City of DeWitt owns 11.3131% of the treatment facility and accounts for approximately 8.48% of flow to the facility. The monthly contribution for the City of DeWitt for Fiscal Year 2017 as presented in the adopted budget is \$28,188.07 or \$338,256.83 annually. This represents an decrease of approximately 2.6 percent or a decreased yearly payment of \$9,137.06 from FY 2016. Other contributing factors impacting monthly payments include; employee salary adjustments as result of a new Collective Bargaining Agreement and reserves set-aside for capital improvements.

On June 14, 2017 the proposed Fiscal Year 2017 Budget was authorized to be presented to the owner municipalities. A Public Hearing on the budget will be held at the September 20 meeting, with subsequent adoption at the October 18 meeting.

Motion by Leeming, seconded by Hunsaker and carried by unanimous vote of the Council **to receive and place on file the 2017 Southern Clinton County Municipal Utilities Authority Operating Budget.**

4. City Assessor Agreement:

City Council was provided with two (2) proposals received for assessing services for the City of DeWitt. Both proposals are for a one-year term to be that would require renewal annually. The following is a cost breakdown of the proposals received:

CSZ Services, Inc. – St. Johns, MI	\$25,200.00
Frischman Appraisal & Consulting – Canton, MI	\$39,000.00

Both consultants submitted proposals with office hours; CSZ eight hours per week split up over two days; Frischman sixteen (16) hours per week on a TBD basis.

CSZ is the Assessor of Record for 20 municipalities around Michigan, with the City of Leslie and White Oak Township being the most local. Frischman is a contract Assessor for the City of Lansing.

Chuck and Melissa Zemla are the owners and operators of CSZ Services and have ten (10) employees, including a GIS Manager.

The contract includes the assessor reviewing 20% of the properties in the City of DeWitt each year to make sure the assessor card is up to date, they will prepare and submit the assessing role to Clinton County Equalization, administer the Board of Review, defend tax appeals and handle all the administrative duties associated with the City Assessor office.

City Attorney, Brian Goodenough, has reviewed the Assessor Services contract with CSZ Services.

Motion by Hunsaker, seconded by Cooper and carried by unanimous vote of the Council **to confirm Mayor Rundborg's appointment of Chuck Zemla, CSZ Services, Inc. as the City Assessor for a term of July 13, 2016 through June 30, 2017 in an amount of \$25,200 per year and authorize the Mayor and City Clerk to sign the professional services agreement.**

COUNCIL STAFF REPORTS:

Chief Ferguson reported that he has hired three (3) new part-time officers. They will attend a future meeting for introductions and that 25-30 people came to City Hall to show their appreciation for what the Police Department does.

Mayor Pro-Tem Leeming reported that Planning Commission is continuing to work on the sign ordinance.

ADJOURNMENT:

Motion by Leeming, seconded by Ostrander, carried by unanimous vote of the Council that **the meeting be adjourned at 7:57 p.m.**

Respectfully submitted,

Lisa M. Grysen
City Clerk-Treasurer

James F. Rundborg
Mayor