

**City of Marine City
City Commission
February 19, 2015**

A regular meeting of the Marine City Commission was held on Thursday, February 19, 2015, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Mayor Skotarczyk at 7:00 pm.

After a prayer offered by Pastor Whetstone, the Pledge of Allegiance was led by Mayor Skotarczyk.

Present: Mayor Skotarczyk; Commissioners Avery, Hendrick, Lovett, Meli, Simpson, and Turner; Acting City Manager Tillery; and, City Clerk Baxter.

Absent: None

Communications

The following communication was received:

- Rosalie Skwiers ~ ADA Accessible Public Buildings

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to accept the communication and place it on file. All Ayes. Motion Carried.

Public Comment

Judy White, 8757 Anchor Bay Drive, Algonac, and Bob Klingler of Rockford Carving, 837 Degurse, Marine City, announced that the Marine City Music Festival will be held July 10 & 11, 2015 at the Marine City Beach. The festival, sponsored by Rockford Carving, will offer an extraordinary line-up of musicians and will raffle a Gibson guitar.

Approve Agenda

Motion by Commissioner Lovett, seconded by Commissioner Avery, to approve the Agenda, as presented. All Ayes. Motion Carried.

Approve Minutes

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve the Minutes of the Regular City Commission Meeting held February 5, 2015, as presented. All Ayes. Motion Carried.

Consent Agenda

The following Consent Agenda item was presented:

- Departmental Activity Reports
- Marine City Area Fire Authority ~ Run Report, Activity Report, Meeting Minutes
- Special Event ~ Poppies for Veterans
- Special Event ~ Marine City High Homecoming Parade

Motion by Commissioner Simpson, seconded by Commissioner Turner, to approve the Consent Agenda, as presented.

A discussion then ensued regarding item #8-C, Special Event ~ Poppies for Veterans. Because the date chosen by American Legion Charles J. Fulton Post #382, of St. Clair, precedes the date chosen by our local veterans by one week, the Board felt an obligation to support our direct community and suggested that another date should be chosen by the St. Clair organization.

Motion by Commissioner Simpson, seconded by Commissioner Turner, to amend original motion to exclude Item #8-C. All Ayes. Motion Carried.

Motion by Commissioner Simpson, seconded by Commissioner Turner, to approve the Consent Agenda, as amended, and place it on file. Ayes: Skotarczyk, Avery, Lovett, Meli, Simpson, Turner. Nays: Hendrick. Motion Carried.

Motion by Commissioner Simpson, seconded by Commissioner Turner, to deny Item #8-C, Special Event ~ Poppies for Veterans, based upon date. It was requested that the group chose another date and submit it for approval. Ayes: Avery, Lovett, Meli, Simpson, Turner. Nays: Skotarczyk, Hendrick. Motion Carried.

UNFINISHED BUSINESS

Michigan Municipal League Presentation ~ City Manager Search

A presentation was made by Joyce Parker of Michigan Municipal League on what MML can do for Marine City in its search for a new City Manager. Ms. Parker described the flat fee of \$10,000 and explained the benefits of using Michigan Municipal League, versus conducting the search independently. They include MML's network of identifying key contacts and their contact pool, candidate confidentiality, MML's proven methodology, customization process to meet specific community needs, and their evaluation process.

Commissioner Avery asked what the cost would look like for the City to conduct their own interviews versus the cost of hiring a search firm.

Mayor Skotarczyk said his main concern with the process is making sure it was handled professionally and to observe and protect the applicant's confidentiality.

Commissioner Simpson said the biggest concern is the confidentiality of applicants applying for a position. He said that he has found the majority of candidates prefer the anonymity of using a search firm. He also said without a search firm, obtaining a qualified candidate pool is a concern.

Commissioner Lovett said the Michigan Municipal League certainly has a well-known footprint in the State of Michigan. She further said it is a group that people look to for city administrative jobs. Without MML's assistance, she said our search may not be as expansive. Mrs. Lovett said that MML was a good choice for the City Manager search.

Commissioner Hendrick suggested that the city check with Novi on their recent interviews of three separate search companies.

Mayor Skotarczyk said he was not against getting prices from other search firms, but said Michigan Municipal League has a larger candidate pool.

Commissioner Turner suggested that the City Manager Search Sub-Committee first attempt to establish necessary criteria for the new City Manager and conduct the search themselves. If not successful, then look to a professional firm for help.

Acting City Manager Tillery made a recommendation to go with a professional firm due to potential violations with confidentiality of the applicant pool and scheduling of sub-committee meetings. Mayor Skotarczyk concurred with his recommendation.

Motion by Commissioner Lovett, seconded by Mayor Skotarczyk, to waive competitive bidding, and hire Michigan Municipal League to conduct a City Manager search for Marine City.

Commissioner Simpson said he would not be opposed to hearing what other search firms had to offer.

Commissioner Hendrick suggested the City Manager Search Sub-Committee meet to get prices from other search firm companies for the purpose of making a recommendation to the Board. Commissioner Hendrick also recommended this be done at a Special Meeting to move the process along without having to wait until the next regularly scheduled meeting on March 5, 2015.

Motion by Commissioner Hendrick, seconded by Commissioner Meli, to postpone the original motion until the March 5, 2015 meeting. Ayes: Skotarczyk, Avery, Hendrick, Meli, Simpson, Turner. Nays: Lovett. Motion Carried.

Review of City Manager Job Description & Announcement

A draft document of the new City Manager job description and announcement was reviewed with Commissioner Hendrick offering several additions. The job description is to be updated and a finished document presented at the March 5, 2015 meeting for approval.

Superintendent of Public Works Employment Agreement

Upon review, the employment agreement was found to be incomplete. Motion by Commissioner Hendrick, seconded by Commissioner Lovett, to postpone the vote and request Acting City Manager Tillery to review and amend, as necessary, and present to the Board at its March 5, 2015 meeting for approval. All Ayes. Motion Carried.

Acting City Manager Employment Agreement

An employment agreement, drafted by the City Manager Search Sub-Committee, was provided to the Board for consideration. Motion by Commissioner Avery, seconded by Commissioner Lovett, to accept the employment agreement between the City of Marine City and Donald G. Tillery, as presented.

Commissioner Simpson said that he trusts and respects the work done by the sub-committee and supports the motion.

Commissioner Hendrick said, although she agreed upon the employment agreement in the sub-committee meetings to go along with the Board, she cannot support the motion due to the figure presented and her representation of the community.

Roll Call Vote. Ayes: Skotarczyk, Avery, Lovett, Simpson, Turner. Nays: Hendrick, Meli. Motion Carried.

Revised 2015-2016 Budget Meeting Dates

The 2015-2016 Budget Meeting schedule was amended due to a missed budget review deadline by a department head.

Motion by Commissioner Lovett, seconded by Commissioner Turner, to accept the new budget schedule, as presented. All Ayes. Motion Carried.

Adopt Ordinance #01-2015 ~ Water Supply Cross Connection

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to adopt Ordinance #01-2015 ~ Water Supply Connection, as presented. All Ayes. Motion Carried.

NEW BUSINESS

None.

FINANCIAL BUSINESS

Disbursements

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve total disbursements, including payroll, in the amount of \$273,826.21, as presented. Roll Call Vote. Ayes: Skotarczyk, Avery, Lovett, Meli, Simpson, Turner. Nays: Hendrick. Motion Carried.

Preliminary Financial Statements

Motion by Commissioner Simpson, seconded by Commissioner Lovett, to accept the Preliminary Financial Statements for January, 2015, and place them on file. All Ayes. Motion Carried.

Acting City Manager's Report

Acting City Manager Donald Tillery provided updates on the following items:

- Marine City Police Department now using crime mapping and training is completed, now in the testing phase of Clemis.
- Attended a TIFA Workshop to prepare the preliminary 2015-2016 budget.
- Conducted social media training with City Clerk, Kristen Baxter, to develop a City of Marine City Facebook page, blog and twitter account.
- Attended a St. Clair County Chief's meeting.
- Attended meetings on the new hotel project for Water Street, as well as a Brownfield Development Authority meeting.
- Attended a Blue Meets Green meeting.
- Preliminary budget process with Department of Public Works and Clerk's Department is complete.
- Preliminary budget review dates set for March 24, 25 and 26 at the Marine City Fire Hall from 6:00 to 8:00 pm.

Commissioner Privilege

Commissioner Lovett thanked Judy White, Mr. & Mrs. Klingler, and David Simpson for their hard work and commitment to the Marine City Music Festival.

Commissioner Hendrick requested the Department of Public Works have an emergency contact phone number on their recording for water main breaks, and other emergencies, during evening and weekend hours.

Commissioner Avery requested a procedure be put in place for residents and businesses who don't shovel their snow.

Commissioner Simpson urged residents and business owners to attend the preliminary budget review meetings on March 24, 25 and 26 at 6:00 to 8:00 pm.

Mayor Skotarczyk said he had approached about holding a Town Hall meeting and said that the budget workshops may be an excellent time to reach out to people. He continued by saying that there are many questions about levels of service and what the citizens expect from the city and from administration and what they want them to spend money on. Mayor

Skotarczyk said he was pleased and excited about this year's Marine City Music Festival. He wished the organizers all the success in the world.

Executive Session

Motion by Commissioner Lovett, seconded by Commissioner Meli, to enter into Executive Session at 9:20 pm for the purpose of discussing Confidential Attorney/Client Communication Regarding Legal Opinion, and, considering the Executive Session Minutes of December 18, 2014. Roll Call Vote. All Ayes. Motion Carried.

Motion by Commissioner Lovett, seconded by Commissioner Meli, to return to Open Session at 9:43 pm. All Ayes. Motion Carried.

Motion by Commissioner Lovett, seconded by Commissioner Avery, to approve the Executive Session Minutes of December 18, 2014. All Ayes. Motion Carried.

Adjournment

Motion by Commissioner Hendrick, seconded by Commissioner Simpson, to adjourn at 9:43 pm. All Ayes. Motion Carried.

Respectfully submitted,



Kristen Baxter
City Clerk