

**City of Marine City
City Commission
October 6, 2016**

A regular meeting of the Marine City Commission was held on Thursday, October 6, 2016, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Mayor Pro Tem Turner at 7:00 pm.

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

Present: Commissioners Terrance Avery, Elizabeth Hendrick, Raymond Meli, David Simpson, James Turner; City Manager Elaine Leven; City Clerk Kristen Baxter

Also in Attendance: City Attorney Robert Davis

Absent: Mayor Raymond Skotarczyk

Communications

The following Communications were received:

- Pending Agenda Items
- Reverend Rebecca Lepley

Motion by Commissioner Simpson, seconded by Commissioner Meli, to accept and file the Communications. All Ayes. Motion Carried.

At this time, the Board gave direction to City Manager Leven to ask an opinion of City Attorney Davis about a possible conflict of interest, stated in Reverend Rebecca Lepley's communication.

Public Comment

Bill Haas, 203 Pleasant, said it was sad that so few people showed up to meet the candidates at the recent Candidate Debate.

Rosalie Skwiers, 211 Michigan, spoke of the benefit of adopting a "bee city" designation for Marine City by planting flowers to help the bees pollinate.

Gary Kohs, 430 S. Water Street, announced updates to Pumpkins, Popcorn, and Politics taking place on October 15 & 16th.

Joe Moran, 710 Pleasant, corrected a comment made by another resident during the Public Comment portion of the meeting.

Approve Agenda

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

Approve Minutes

Motion by Commissioner Simpson, seconded by Commissioner Meli, to approve the City Commission Special Meeting Minutes of September 8, 2016, as presented. All Ayes. Motion Carried.

Motion by Commissioner Simpson, seconded by Commissioner Meli, to approve the City Commission Regular Meeting Minutes of September 15, 2016, as presented. All Ayes. Motion Carried.

Consent Agenda

The following Consent Agenda items were presented:

- Tax Increment Finance Authority Meeting Minutes ~ August 16, 2016
- Special Event ~ Marine City Old Newsboys Annual Paper Sale
- Special Event ~ Pumpkins, Popcorn, and Politics (Update)

Motion by Commissioner Simpson, seconded by Commissioner Meli, to accept the Consent Agenda and file, as presented. All Ayes. Motion Carried.

UNFINISHED BUSINESS

Computer Network Support Services

In a memo addressed to the City Commission, City Manager Leven recommended contracting with Hi-Tech for Computer Network Support Services. Her recommendation was based on

Hi-Tech having the lowest hourly charge rate, being a local firm, and providing two levels of service with the highest level including unlimited onsite support for contractual items.

Motion by Commissioner Hendrick, seconded by Commissioner Avery, to approve the contract with Hi-Tech at an annual fee of \$9,204.00 for Computer Network Support Services.

Commissioner Simpson reported that he had dealt with Hi-Tech in the past and found that his personal experience had not been favorable. Mr. Simpson said he experienced issues with scheduling and the quality of work performed. He recommended that the city examine what was defined in the contract as “emergency hours”. Mr. Simpson also advised that he had called several references provided by Hi-Tech and most of the references had favorable results.

Commissioner Avery suggested that the city amend the contract to define “emergency hours” to fit their needs.

Commissioner Turner suggested setting up a meeting with Hi-Tech to discuss concerns prior to entering into a contract.

Motion by Commissioner Hendrick, seconded by Commissioner Avery, to table the item until a representative from Hi-Tech could address the Commission’s concerns. All Ayes. Motion Carried.

Police Chief Contract

Motion by Commissioner Simpson, seconded by Commissioner Avery, to approve the contract between the City of Marine City and Police Chief James D. Heaslip, as presented. Roll Call Vote. All Ayes. Motion Carried.

Resignation of City Commissioner Dianne Lovett

Motion by Commissioner Simpson, seconded by Commissioner Hendrick, to accept the resignation of City Commissioner Dianne Lovett. All Ayes. Motion Carried.

NEW BUSINESS

Board Vacancy ~ City Commissioner

Mayor Pro Tem Turner announced that a vacancy had been created in the City Commission by the resignation of Dianne Lovett. He put a call out for anyone interested in serving to submit an application, letter of interest, and resume to City Clerk Baxter by October 24, 2016.

Bridge Inspection

In a letter addressed to the City Commission, DPW Superintendent Itrich advised that the city was due for an underwater bridge inspection for the Bridge Street Bridge. He asked that competitive bidding be waived and the inspection be completed by Great Lakes Engineering Group in the amount of \$4,900.00. Mr. Itrich informed the Board that Great Lakes Engineering Group had completed the deck inspection earlier this year and was, therefore, familiar with the bridge.

Motion by Commissioner Hendrick, seconded by Commissioner Simpson, to waive competitive bidding on the underwater bridge inspection. Roll Call Vote. All Ayes. Motion Carried.

Motion by Commissioner Avery, seconded by Commissioner Simpson, to contract with Great Lakes Engineering Group to complete an underwater inspection of the Bridge Street Bridge at a cost of \$4,900.00. Roll Call Vote. All Ayes. Motion Carried.

Resolution No. 028-2016 ~ East China Schools

Concerns were raised by City Attorney Davis about a blanket commitment by the Board on the ballot question. He is to research the item further and provide an opinion for the next meeting.

Motion by Commissioner Hendrick, seconded by Commissioner Simpson, to table the item until the October 20, 2016 meeting so it may be reviewed by the City Attorney. All Ayes. Motion Carried.

Facility Use Mutual Operating Agreement ~ East China Schools

Motion by Commissioner Simpson, seconded by Commissioner Hendrick, to approve the Facility Use Mutual Operating Annual Agreement with the East China School District, as presented. All Ayes. Motion Carried.

TIFA Informational Flyer

A review of a TIFA Informational Flyer created by City Manager Leven was discussed. City Manager Leven said the flyer was initiated to advise residents of where TIFA money comes from and to prepare for new State laws.

Commissioner Simpson said he would like to see a presentation on TIFA from a third party in the future.

Commissioner Hendrick recommended improvements be made to make the document more user friendly.

Recreational Vehicle Parking Ordinance

City Manager Leven said the Code Enforcement Department was looking for direction on how to enforce the Recreational Vehicle Parking Ordinance. Were modifications of the ordinance necessary, or should it be enforced as written.

City Attorney Davis said the city was duty-bound to enforce the ordinance as written or remand it to the Planning Commission for an ordinance change, if necessary.

Direction was given by the Board for the Code Enforcer to enforce the ordinance, as written.

Medical Marijuana Dispensary Moratorium ~ Update

Due to a change in State law, City Attorney Davis advised that if the city wanted a facility, upon expiration of the moratorium next week, an ordinance would need to be drafted and adopted. If they did not, no action was required.

FINANCIAL BUSINESS

Disbursements

Motion by Commissioner Simpson, seconded by Commissioner Avery, to approve total disbursements, including payroll, in the amount of \$3,234,954.72, as presented. Roll Call Vote. All Ayes. Motion Carried.

CITY MANAGER REPORT

City Manager Leven welcomed City Attorney Robert Davis to Marine City and provided updates on the following:

- Attended a seminar on vendor insurance requirements.
- Met with representatives from the EDA to gain a better understanding of what they do.
- Worked with the Building Official on several violation issues.
- Responded to a complaint regarding the condition of our porta-potties.
- Attended the Zoning Board of Appeals meeting last night where The Inn on Water Street obtained their variance.
- Special Planning Commission meeting is set for tomorrow night for their Special Land Use and Site Plan Review.
- Met with a businessman regarding a potential marathon in Marine City.
- Met with the engineer regarding SAW grant mapping software.
- Weather alert siren was functioning this month.
- Set up meetings with City Attorney and department heads.
- EV charging station cost to update approximately \$3,000.
- Received cost estimate from Tetra Tech for engineering for SRTS Grant \$39,800.

COMMISSIONER PRIVILEGE

Commissioner Simpson reminded community members to vote in the upcoming election.

Commissioner Avery said he hoped citizens considered an agenda for the city when choosing candidates. He thanked Gary Kohs for promoting the city.

Commissioner Hendrick conveyed her condolences to the Clemons family and said Tom would be sorely missed.

Commissioner Meli advised that absent voter ballots were mailed out this week.

Commissioner Turner welcomed City Attorney Robert Davis to Marine City.

CLOSED SESSION

Motion by Commissioner Meli, seconded by Commissioner Avery, to go into Closed Session at 8:42 pm for the discussion of City Manager Evaluation and for the Consideration of the Purchase or Lease of Real Property. Roll Call Vote. All Ayes. Motion Carried.

OPEN SESSION

Motion by Commissioner Meli, seconded by Commissioner Turner, to go back into Open Session at 9:38 pm.

Motion by Commissioner Hendrick, seconded by Commissioner Simpson, to accept the Evaluation of the City Manager and place it on file. All Ayes. Motion Carried.

Motion by Commissioner Hendrick, seconded by Commissioner Simpson, to direct the City Manager and the City Attorney to proceed with the property that was discussed in Closed Session. Ayes: Avery, Hendrick, Meli, Simpson. Nays: Turner. Motion Carried.

ADJOURNMENT

Motion by Commissioner Hendrick, seconded by Commissioner Simpson, to adjourn at 9:50 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter

Kristen Baxter
City Clerk