

Minutes of the work session of the City Commission held Monday, September 14, 2009 at 6:31 p.m. in the City Commission Room.

Mayor Holton called the meeting to order.

Commissioners Present: Mayor Holton and Vice Mayor Kilmer; Commissioners Joslin, Ling McGuire, Palmer and Tilmann

Commissioners Absent: None

Others Present: Assistant City Manager Ridley, City Clerk Howard and City Attorney Mullett

Oak Street Bridge.

Assistant City Manager Ridley gave an overview of the current status of the bridge project and a discussion ensued between the Commission and Public Works Director Duane Ellis as well as a representative of Spicer Engineering.

---

James Holton, Mayor

---

Jeremy Howard, City Clerk

Minutes of the regular meeting of the City Commission held Monday, September 14, 2009 at 7:02 p.m. in the City Commission Room.

Mayor Holton called the meeting to order and the Pledge of Allegiance was recited.

Commissioners Present: Mayor Holton and Vice Mayor Kilmer; Commissioners Joslin, Ling, McGuire, Palmer and Tilmann

Commissioners Absent: None

Others Present: Assistant City Manager Ridley, City Clerk Howard and City Attorney Mullett

#### Proclamations and Presentations

Mayor Holton read and presented a proclamation in support of Constitution Week "September 14, 2009" to Mary Duckworth from the Daughters of the American Revolution.

Received the following petitions and communications:

1. 2009 Mid Year Report
2. Capital Projects Status Report
3. Mt. Pleasant Housing Commission Minutes (July)
4. Memo from Parks and Recreation Commission regarding Cell Tower
5. Water Activity Report (August)

Removed item 8c "Purchase of two (2) police replacement vehicles" from the Consent Calendar.

Moved by Commissioner Ling and supported by Commissioner Tilmann to approve the following items on the Consent Calendar:

1. Minutes of the work session and regular meeting held August 24, 2009 and the closed session held August 24, 2009.

2. Bid of Advanced Underground Construction of Westland, Michigan in the amount of \$50,000 for the 2009 manhole rehabilitation project.
3. Bid for the purchase of 450 tons of road salt for ice control for the 2009-2010 winter season through the State's MiDeal Extended Purchasing Program at a cost of \$57.03 per ton for an estimated amount of \$25,663.50.
4. Bid of Standard Electric of Saginaw, Michigan in the amount of \$27,936 (\$25,200 will be covered through a Consumers Energy rebate) for the purchase of a Variable Frequency Drive (VFD).
5. Bid of Beaverton Electric Co., of Beaverton, Michigan in the amount of \$11,700 for the installation of a Variable Frequency Drive (VFD) and associated Line Reactors.
6. Revised PACT policy.
7. Received the Proposed 2010 Operating Budget.
8. Payrolls dated 9/2/09 and 9/4/09 and warrants dated 8/26/09, 9/2/09 and 9/10/09 all totaling \$1,614,042.67.

Motion unanimously adopted.

A public hearing was held on proposed Brownfield Plan Amendments for 2015 S. Mission (Site #13). There being no public comments or communications Mayor Holton closed the public hearing.

Moved by Vice Mayor Kilmer and supported by Commissioner Tilmann to adopt the following Resolution approving the Brownfield Development Plan Amendments for 2015 S. Mission (Site #13).

WHEREAS, the Mt. Pleasant City Commission established a Brownfield Redevelopment Authority (the Authority) by adoption of a resolution on May 13, 1997, pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 391, of 1996, as amended (the Act), and

WHEREAS, the Authority acted on July 28, 2009 to recommend that the City Commission approve a Brownfield Plan Amendment for the property located at 2015 S. Mission Street (Site #13), which complies with the provisions of the Act, and

WHEREAS, proper notice of a public hearing has been provided in accordance with the terms of the Act, and

WHEREAS, the City Commission finds that Brownfield Plan Amendment constitutes a public purpose; the financing of the eligible activities will be the responsibility of the applicant, with costs reimbursed from tax capture by the Authority; the costs associated with the eligible activities are reasonable and necessary to carry out the purposes of the Act; and the amount of captured taxable value is reasonable,

NOW, THEREFORE, BE IT RESOLVED, that the Mt. Pleasant City Commission does hereby approve the Brownfield Plan Amendment for Site #13 located at 2015 S. Mission Street.

Resolution unanimously adopted.

Moved by Commissioner McGuire and supported by Commissioner Joslin to postpone action on purchase of two (2) police replacement vehicles until next meeting to gather additional information on how the State contracts are administered.

AYES: Commissioners Holton, Joslin, Kilmer, McGuire and Palmer

NAYS: Commissioners Ling and Tilmann

ABSENT: None

Motion carried.

Moved by Commissioner McGuire and supported by Commissioner Ling to accept the bid of SunStar Enterprises Inc. of Mt. Pleasant, Michigan in the amount of \$20,000 for a

design build proposal for the improvement to the water retention pond area at City Hall from available grant funds. Motion unanimously adopted.

Moved by Commissioner Joslin and supported by Vice Mayor Kilmer to accept the bid of Miller Development, Inc. of Weidman, Michigan in the amount of 184,850.00 for the 2009 Oak Street Bridge new bridge construction. ~~Motion unanimously adopted.~~ \* Discussion ensued.

Moved by Commissioner Joslin and supported by Vice Mayor Kilmer to postpone action on the Oak Street Bridge until next meeting to gather additional information on restoration costs and options. Motion unanimously adopted.

Moved by Commissioner Joslin and supported by Commissioner Tilmann to accept the bid of HS & S Excavating of Ashley, Michigan for the 2009 Pickard Street Sidewalk Construction Project in the amount of \$10,805. 100% of the costs will be covered with funds previously supplied by the Saginaw Chippewa Indian Tribe. Motion unanimously adopted.

Mayor Holton appointed Commissioner Ling and Vice Mayor Kilmer to the Ethics Policy Subcommittee.

Moved by Commissioner McGuire and supported by Commissioner Ling to adopt the following Resolution authorizing the City Treasurer to invest in the Certificate of Deposit Account Registry Service (CDARS).

WHEREAS, Public Act 20, as amended on December 17, 2008 allows public funds to be invested in CDARS, and

WHEREAS, the amendment MCL 129.91 requires that governing boards of governmental entities who would like to invest in CDARS, adopt a resolution authorizing the investment officer to invest the funds in CDARS, and

FURTHER, WHEREAS, the City Treasurer would like to invest in CDARS to maximize the City's FDIC coverage of Certificates of Deposit,

THEREFORE, BE IT RESOLVED, that the City Treasurer be authorized to invest in CDARS.

Resolution unanimously adopted.

Moved by Vice Mayor Kilmer and supported by Commissioner McGuire to adopt the following Resolution amending the 2009 Annual Operating Budget.

WHEREAS, Article VII, Section 10 authorizes the City Commission to amend the annual operating budget by resolution, and

WHEREAS, the 2009 operating budget was originally adopted by resolution on December 8, 2008 and

WHEREAS, the activities of the City since the budget was adopted have been such as to necessitate an amendment at this time,

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2009 operating budget be amended, effective immediately.

	Fund Balance <u>January 1</u>	2009 <u>Revenue</u>	2009 <u>Expenditures</u>	Fund Balance <u>December 31</u>
<b><u>GOVERNMENTAL FUNDS</u></b>				
<b>GENERAL FUND</b>				
Unreserved	\$1,483,776	\$11,126,600		
Legislative Division			586,760	
Finance Division			1,648,130	
Public Safety Division			5,843,730	
Community Services Division			2,439,860	
Public Works Division			1,224,920	
Total Unreserved	\$1,483,776	\$11,126,600	\$11,743,400	\$866,976
Reserved	1,164,949	524,500	533,400	1,156,049
Designated Fund Balance Policy Designated for Econ Dev Initiatives	1,700,000	0	0	1,700,000
Designated for Future Projects	1,650,000	100,000	450,000	1,300,000
Total General Fund	\$7,158,932	\$11,943,260	\$13,108,100	\$5,994,092
<b>SPECIAL REVENUE FUNDS</b>				
<b>MAJOR STREET FUND</b>				
Unreserved	\$693,805	\$1,475,660	\$1,398,420	\$771,045
Reserved & Designated	15,399	0	0	15,399
Total Major Street Fund	709,204	1,475,660	1,398,420	786,444
<b>LOCAL STREET FUND</b>				
Unreserved	685,756	1,171,870	1,036,190	821,436
Reserved & Designated	50,000	0	50,000	0
Total Local Street Fund	735,756	1,171,870	1,086,190	821,436
<b>SPECIAL ASSESSMENT PROJECTS</b>				
	0	328,312	0	328,312
<b>DOWNTOWN IMPROVEMENT &amp; PARKING FUND</b>				
Unreserved	114,308	182,950	194,800	102,458
Reserved & Designated	27,244	0	26,570	674
Total Downtown Fund	141,552	182,950	221,370	103,132
<b>PARKS &amp; RECREATION FUND</b>				
Unreserved	63,973	78,320	68,720	73,573
Reserved & Designated	598,176	586,000	741,445	442,731
Total Parks & Recreation Fund	662,149	664,320	810,165	516,304
<b>BLOCK GRANT FUND</b>				
Unreserved	91,249	0	0	91,249
Designated for Hsg Incentive	98,300	0	8,410	89,890
Reserved	377,666	38,630	0	416,296
Total Block Grant Fund	567,215	38,630	8,410	597,435
<b>Economic Development Rev Loan Fund</b>				
Reserved	9,653	0	0	9,653
Unreserved	322,711	44,770	0	367,481
Total Economic Development Fund	332,364	44,770	0	377,134
Storm Drain Improvement Fund	147,655	9,000	156,655	0
Building Authority Fund	6,590	316,660	316,410	6,840
Cemetery Fund	130,671	12,400	0	143,071
<b>Total Governmental Funds</b>				
<b>Appropriated Budget</b>	<b>\$10,592,088</b>	<b>\$16,187,832</b>	<b>\$17,105,720</b>	<b>\$9,674,200</b>

FURTHER, BE IT RESOLVED, that the following informational summaries be approved for the Capital Project, Debt Service, Component Units, and Proprietary Funds for the year beginning January 1, 2009 and ending December 31, 2009.

**CAPITAL PROJECT FUNDS**

Borden Building Redevelopment Capital Improvement Fund	\$394,559	\$70,000	\$200,000	\$264,559
Designated for Projects	525,000	0	325,000	200,000
Unreserved	461,483	770,400	751,000	480,883
<b>Total Capital Improvement Fund</b>	<b>986,483</b>	<b>770,400</b>	<b>1,076,000</b>	<b>680,883</b>

**DEBT SERVICE FUNDS**

Borden Building Debt	87,833	351,230	277,150	161,913
Special Assessment Debt Fund	285,782	42,530	328,312	0
<b>Informational Summaries</b>	<b>\$1,754,657</b>	<b>\$1,234,160</b>	<b>\$1,881,462</b>	<b>\$1,107,355</b>

Working Capital	Sources of Working Capital	Uses of Working Capital	Working Capital
<u>January 1</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>

**Component Units****MISSION STREET DDA FUND**

Designated	\$370,000	\$30,000	\$40,000	\$360,000
Unreserved	-29,237	461,000	422,250	9,513
<b>Total Mission Street DDA Fund</b>	<b>340,763</b>	<b>491,000</b>	<b>462,250</b>	<b>369,513</b>

**TAX INCREMENT FIN AUTH FUND**

Central Business District Reserved	45,398	0	0	45,398
Central Business District Desig	250,000	100,000	0	350,000
Central Business District Undesig	32,565	492,640	505,350	19,855
Ind Park North Designated	150,000	0	0	150,000
Ind Park North Undesignated	30,178	3,040	12,280	20,938
Univ Park Designated	182,000		7,000	175,000
Univ Park Undesignated	22,752	172,820	175,080	20,492
<b>Total TIFA</b>	<b>712,893</b>	<b>768,500</b>	<b>699,710</b>	<b>781,683</b>

**LOCAL DEVELOPMENT FIN AUTHORITY**

Designated	0	50,000	0	50,000
Undesignated	133,004	234,900	247,130	120,774
<b>Total LDFA</b>	<b>133,004</b>	<b>284,900</b>	<b>247,130</b>	<b>170,774</b>

**BROWNFIELD REDEVELOPMENT FUND**

Designated for Remediation	57,037	0	7,963	49,074
Designated for Incentives	0	300,000	0	300,000
Undesignated	33,611	112,450	130,867	15,194
<b>Total Brownfield Economic Development Corporation</b>	<b>90,648</b>	<b>412,450</b>	<b>138,830</b>	<b>364,268</b>
	261,750	17,590	258,300	21,040

**Total Component Unit Funds**

<b>Informational Summaries</b>	<b>\$1,539,058</b>	<b>\$1,974,440</b>	<b>\$1,806,220</b>	<b>\$1,707,278</b>
--------------------------------	--------------------	--------------------	--------------------	--------------------

Working Capital	Sources of Working Capital	Uses of Working Capital	Working Capital
<u>January 1</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>

**PROPRIETARY FUNDS****Enterprise Funds**

Project 2000 Fund	\$383,687	\$24,010	\$33,600	\$374,097
Airport Fund				
Reserved	192,839	30,000	79,000	143,839
Unreserved	112,271	374,085	355,280	131,076
Sewer Fund				
Reserved	1,849,037	360,000	369,600	1,839,437
Unreserved	689,112	2,071,500	2,137,950	622,662

Water Fund				
Reserved	1,585,878	193,000	88,000	1,690,878
Unreserved	277,586	2,507,350	2,630,485	154,451
Solid Waste Fund				
Reserved	265,046	32,300	32,500	264,846
Designated	38,000	0	0	38,000
Unreserved	518,072	515,800	559,590	474,282
<b>Internal Service Funds</b>				
Central Stores Fund	183,130	78,300	50,520	210,910
Motor Pool Fund				
Designated	126,470	28,000	15,000	139,470
Unreserved	1,211,917	700,120	756,000	1,156,037
Self Insurance Fund Designated	2,103,218	2,157,000	2,270,000	1,990,218
<b>Total Proprietary Funds</b>				
<b>Informational Summaries</b>	<b>\$9,536,263</b>	<b>\$9,071,465</b>	<b>\$9,377,525</b>	<b>\$9,230,203</b>

Announcements on City Related Issues and Concerns

Commissioner Tilmann announced Isabella County Council of Governments meeting on September 16th at 7:00 p.m. at Coe Township.

Commissioner Joslin announced Mardi Gras will take place Friday, September 18<sup>th</sup> - volunteers still needed. He also questioned when e-mail containing budget went out.

Public Comment on Agenda and Non-Agenda Items

Don Tyler, 210 West High Street expressed concerns with gas prices in Mt. Pleasant.

Moved by Vice Mayor Kilmer and supported by Commissioner Ling that the meeting adjourn at 8:27 p.m. Motion unanimously adopted.

James Holton, Mayor

Jeremy Howard, City Clerk