

**City of Marine City  
City Commission Minutes  
October 19, 2023**

A regular meeting of the Marine City Commission was held on Thursday, October 19, 2023 at 260 South Parker Street, Marine City, and was called to order by Mayor Vandebossche at 7:00 P.M.

Present: Mayor Jennifer Vandebossche, Commissioners Jacob Bryson, Elizabeth Hendrick, William Klaassen, Rita G. Roehrig, Brian Ross; City Manager Scott Adkins; City Clerk Jason Bell.

Also Present: City Attorney Robert Davis

**AUDIO/VIDEO AVAILABLE**

For complete audio of meeting, visit the following link:

<https://www.youtube.com/watch?v=GUE3ZOvaBOA>

**APPROVE AGENDA**

City Manager Adkins spoke on item 11a and stated he has been unable to get updated maps due to the County worker completing them being ill.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the amended agenda adding item 12d, vacant Commission seat and to table item 11a, Ordinance 23-005 -Marijuana Facilities Ordinance 2<sup>nd</sup> Reading. All Ayes. Motion Carried.

**PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**

Discussion of City Investment Strategy – John Firek

John Firek of Raymond James spoke on investment strategy of City funds to earn interest. He outlined a plan for the City to invest \$750,000 in T-Bills with: \$250,000 in a 3 month T-Bill; \$250,000 in a 6 month T-Bill; and \$250,000 in a 1 year T-Bill.

City Manager Adkins spoke on the money currently being in regular bank accounts and earning less than 1% interest and this investment fell in line with the recent investment policy. John Firek stated higher rates would be able to be locked in now.

Proclamation – Rosalie Skwiers

Mayor Vandebossche read a proclamation for Rosalie Skwiers recognizing her for her contributions to the City.

## **PUBLIC COMMENT**

Phil Oleksiak thanked Rosalie Skwiers. He also spoke on agenda item 12c and Charter section 5.4 and requested language be added to section 5.4 regarding allegations and evidence provided to person of interest for time to prepare.

Sean O'Brien thanked the Mayor and Commission for looking at the Charter and the importance of moving forward and providing proper training for new Commissioners.

Mike Hilferink spoke hiring of Police Department.

## **APPROVE MINUTES**

City Commission Meeting Minutes – October 5, 2023

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve the City Commission Meeting Minutes of October 5, 2023. All Ayes. Motion Carried.

## **CONSENT AGENDA**

Presented:

- a. MCAFA Run Report
- b. Departmental Monthly Activity Reports
- c. Planning Commission Meeting Minutes – September 11, 2023
- d. Dangerous Building Board of Appeals Meeting Minutes – April 5, 2023
- e. Special Event Permit – Old Newsboys Marine City Holly Jolly Santa Parade
- f. Special Event Permit – Marine City Old Newsboys Annual Paper Sale

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve the Consent Agenda a-f as presented. **Roll Call Vote.** Ayes: Bryson, Hendrick, Klaassen, Roehrig, Ross, Vandenbossche. Nays: None. Motion Carried.

## **ITEMS REMOVED FROM CONSENT AGENDA**

None

## **FINANCIAL BUSINESS**

Expenditures Including Payroll - \$192,498.79

Motion by Commissioner Ross, seconded by Commissioner Klaasen, to approve expenditures including payroll in the amount of \$192,498.79. **Roll Call Vote.** Ayes: Hendrick, Klaassen, Roehrig, Ross, Vandenbossche, Bryson. Nays: None. Motion Carried.

### Authorization of Investments

City Manager Adkins stated this was a request for approval to invest \$750,000 as presented earlier in the meeting by John Firek of Raymond James.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to authorize the investment strategy of \$250,000 in a 3 month T-Bill; \$250,000 in a 6 month T-Bill; and \$250,000 in a 1 year T-Bill. **Roll Call Vote.** Ayes: Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick. Nays: None. Motion Carried.

### **UNFINISHED BUSINESS**

None.

### **NEW BUSINESS**

#### Ordinance 23-006 – Rapid Entry/Knox Box Ordinance 1<sup>st</sup> Reading

Commissioner Ross stated this was for the public's benefit so the Fire Department can access the building in an emergency.

Commissioner Hendrick inquired if this was only for new construction and City Manager Adkins stated it was for newly constructed commercial buildings and also for heavily renovated commercial buildings.

Fire Chief Slankster spoke on the ordinance and the need for a solution as a majority of fire alarm calls at night make for a long waiting period for a key holder and this box eliminates that wait. He also stated the boxes were available for residences as well if people were interested.

Mayor Vandenbossche stated it was a little box on the wall and only the Fire Department has a key to open and access the key to the building.

Motion by Commissioner Bryson, seconded Klaassen, to approve 1st reading of Ordinance 23-006, An Ordinance of The City Of Marine City, St. Clair County, Michigan To Establish Key Lock Boxes Title Xi, Chapter 120 Entitled "Key Lock Boxes. **Roll Call Vote.** Ayes: Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Klaassen. Nays: None. Motion Carried.

### December Meeting(s) Discussion

City Manager Adkins spoke on December meetings and requested to combine both meetings and hold one meeting in the middle of the month on December 14<sup>th</sup> to beat the holidays as the second meeting is normally cancelled. Commissioner Roehrig inquired if the City would still be able to complete payments as needed. City Manager Adkins advised the schedule would still allow for those payments to be made.

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to replace both December meetings with one meeting on December 14, 2023 at 7:00pm. **Roll Call Vote.** Ayes: Ross, Vandenbossche, Bryson, Hendrick, Klaassen, Roehrig. Motion Carried.

#### Review of Policies, Procedures and Charter Provisions Discussion

Commissioner Bryson requested a committee be set up to review all of the above pieces and bring ideas back to the Commission to kickstart discussions.

Commissioner Ross inquired if a motion was needed and Commissioner Hendrick stated it was already completed as she was on the committee. City Attorney Davis stated there was a previous memo provided and this would provide for minor amendments and not a year long process to change the whole agenda and a meeting can be set to discuss.

Commissioner Bryson inquired if it was worthwhile to expand this discussion to the City's Policies and Procedures as well. City Attorney Davis stated it would be worthwhile but to get the Charter piece done first so there is no conflicting information. Commissioner Hendrick stated she believed City Manager Adkins had started to look at the City's Policies and Procedures already, City Manager Adkins stated he had started to look at some changes.

#### Commission Seat Vacancy

Commissioner Hendrick inquired if the vacancy would be posted to the City website. City Manager Adkins confirmed it would be posted.

Motion by Commissioner Bryson, seconded by Commissioner Roehrig, to declare the Commission seat vacant and to seek letters of interest, resumes and the like to review and choose a new Commissioner at the second meeting in November for a term of about three years. **Roll Call Vote.** Ayes: Bryson, Hendrick, Klaassen, Roehrig, Ross, Vandenbossche. Nays: None. Motion Carried.

### **ADMINISTRATIVE REPORTS**

#### City Attorney Report

None.

#### City Manager Report

City Manager Adkins spoke on activity going on around the City with public infrastructure through 2024 with the Safe Water Drinking Project, road condition engineering; if anyone had any questions to contact the City or DPW. He also stated utilization of resources available for training. City Manager Adkins stated everyone should mark their calendars for Fall/Winter events and reminded of Halloween Trick or Treating hours.

Commissioner Bryson inquired if the road study would include a PASER Rating. City Manager Adkins stated it would and it rates roads from worst to best for grants, etc. Commissioner Ross inquired if this

would include Federal Aid roads as well and City Manager Adkins stated it would but would not duplicate work.

#### Reports from Department Heads

Chief Heaslip provided an update on the FLOCK camera system and stated he would be ending the project due to many issues and he would like to utilize the County ARPA monies to upgrade body cameras. He also stated the Police Department conducted a speed study on South Main Street in regards to a concern raised at a prior meeting. He provided the results with an 85<sup>th</sup> percentile of 29 miles per hour. Chief Heaslip also stated he was hiring for Police Officers, so any interested party could apply with him.

Commissioner Ross sought clarification on what “ghost mode” was on the radar signs and stated the display was off but it still recorded data. Chief Heaslip confirmed this and explained the process of setting up the signs.

#### **COMMISSIONER PRIVILEGE/LIAISON REPORTS**

Commissioner Klaassen stated he was happy the Commission got straightened out and moving forward.

Commissioner Bryson stated he was ecstatic for the infrastructure projects going on in the City and the grant funds were amazing for the community. He also explained the PASER rating for roads.

Commissioner Ross stated COVID was on the rise. He also provided an update from the Historical Commission on their historical property list and he thanked the Planning Commission and McKenna for their work on the visioning session. He also congratulated Tammy Graber for receiving the volunteer of the year award from the Marine City Chamber. Commissioner Ross reminded everyone the Marine City Band was having their cheesecake sale and that Marine City Football had their last regular season game. He also urged everyone to be safe and call if there was any issues.

Commissioner Hendrick wished everyone a safe Halloween.

Mayor Vandebossche stated she was looking forward to the grant projects, congratulated Tammy Graber on her award and wished everyone a Happy Halloween.

#### **ADJOURNMENT**

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to adjourn at 7:55 p.m. All Ayes. Motion Carried.

Respectfully submitted,

Jason A.Bell  
City Clerk