

City of Marine City
City Commission Minutes – Revised
June 15, 2023

A regular meeting of the Marine City Commission was held on Thursday, June 15, 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, Michael Hilferink, William Klaassen, Rita G. Roehrig, Brian Ross; City Manager Scott Adkins; Interim City Clerk Jason Bell.

Also Present: City Attorney Robert Davis

AUDIO/VIDEO AVAILABLE

For complete audio/video of meeting, visit the following link:

<https://www.youtube.com/watch?v=ntrecoB5Zzw>

APPROVE AGENDA

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to approve the agenda with the correction of 9g being local street fund and 9h being major street fund and move 10d to 10a. Ayes: Vandebossche, Hendrick, Hilferink, Klaassen, Roehrig, Ross, Bryson. Nays: None. Motion Carried.

PUBLIC COMMENT

None.

APPROVE MINUTES

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the City Commission Meeting Minutes of June 1, 2023. All Ayes. Motion Carried.

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to approve the City Commission Closed Session Meeting Minutes of June 1, 2023. All Ayes. Motion Carried.

Motion by Commissioner Bryson, seconded by Commissioner Roehrig, to approve the City Commission Special Meeting Minutes of June 1, 2023. All Ayes. Motion Carried.

CONSENT AGENDA

Presented:

- a. MCAFA Run Report
- b. Departmental Activity Monthly Reports
- c. Community and Economic Development Meeting Minutes – April 13, 2023

d. Business License – Lafontaine Collision of St. Clair

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

ITEMS REMOVED FROM CONSENT AGENDA

None

FINANCIAL BUSINESS

Expenditures Including Payroll - \$500,620.93

Commissioner Hendrick inquired if the new server for City Offices was coming to the Commission for approval. City Manager Adkins stated the server was previously approved by the Commission but due to scheduling, was just recently installed.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve expenditures including payroll in the amount of \$500,620.93. **Roll Call Vote.** Ayes: Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson. Nays: None. Motion Carried.

Preliminary Financial Statements

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to receive and file the preliminary financial statements. **Roll Call Vote.** Ayes: Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick. Nays: None. Motion Carried.

Resolution 015-2023 - Budget Amendments

Commissioner Hendrick inquired if the amendments brought the Fiscal Year 2022/2023 Budget current and if the finances were in good shape. City Manager Adkins stated the amendments should be final.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve Resolution 015-2023 to amend the Fiscal Year 2022/2023 Budget to adjust for changes in anticipated revenue and expenditures. **Roll Call Vote.** Ayes: Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick. Nays: None. Motion Carried.

Resolution 016-2023 – Fund Transfer General Fund to Cemetery Fund

Commissioner Ross stated the resolution was needed to make these funds whole.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve Resolution 016-2023, the Fund Transfer from General Fund to Cemetery Fund as stated in the Amended 2022/2023 Budget in the amount of \$16,000. **Roll Call Vote.** Ayes: Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Hilferink. Nays: None. Motion Carried.

Resolution 017-2023 – Fund Transfer General Fund to Water Sewer Fund

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve Resolution 017-2023, the Fund Transfer from General Fund to Water/Sewer Fund as stated in the Amended 2022/2023 Budget in the amount of \$4,000. **Roll Call Vote.** Ayes: Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Hilferink, Klaassen. Nays: None. Motion Carried.

Resolution 018-2023 – Fund Transfer General Fund to Water Sewer Fund

Commissioner Ross stated the resolution for fund transfers was for hydrant usage and the previous resolution was for metered water usage for City buildings.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve Resolution 018-2023, the Fund Transfer from General Fund to Water/Sewer Fund as stated in the Amended 2022/2023 Budget in the amount of \$10,000. **Roll Call Vote.** Ayes: Ross, Vandenbossche, Bryson, Hendrick, Hilferink, Klaassen, Roehrig. Nays: None. Motion Carried.

Resolution 019-2023 – Fund Transfer General Fund to Local Street Fund

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to approve Resolution 019-2023 the Fund transfer from General Fund to Local Street Fund as stated in the Amended 2022/23 Budget in the amount of \$3,175. **Roll Call Vote.** Ayes: Bryson, Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche. Nays: None. Motion Carried.

Resolution 020-2023 – Fund Transfer General Fund to Major Street Fund

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to approve Resolution 020-2023 the Fund transfer from General Fund to Major Street Fund as stated in the Amended 2022/23 Budget in the amount of \$3,175 for crack sealant. **Roll Call Vote.** Ayes: Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson. Nays: None. Motion Carried.

Approval of 2023 Tax Rate

Commissioner Hilferink inquired about the total 2022 taxable properties was. City Manager Adkins stated he did not have the hard figures, but there was no change in millage rate.

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve the 2023 Tax rate as prepared and presented. **Roll Call Vote.** Ayes: Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson Hendrick. Motion Carried.

NEW BUSINESS

Bridge to Bay Trail Update

Sheri Faust from the Regional Trails Board spoke on the Bridge to Bay Trail update and provided handouts and a large infographic and map. She stated the proposed plan was approved in August of 2020 and work has been done so far. She also stated the project is fully funded and working towards completion. Ms. Faust stated there were a combo of treatments to provide people access to downtown and the old trail system helped shape the project. She also stated the budget was much less than projected and it was moving to the final engineer phase.

Commissioner Hendrick stated the project was much needed and the Commission never decided or approved the road diet and that was still under discussion. She also stated that the project needed to be aware of placing signs in peoples yards and they needed to be efficient in their number and locations. Commissioner Hendrick also stated this would resolve the crosswalks as well. Ms. Faust stated the signs would be consolidated and simpler to make sure there is uniformity across the region.

City Manager Adkins stated the DPW Superintendent was in the process of a trail condition assessment as well as a street sign assessment to decrease and simplify the signage across the City. He also stated an MDOT meeting was scheduled for July to discuss the crosswalks on S Parker as well as the road diet and that there would be a Commission and Community discussion on the road diet to receive input.

Commissioner Hendrick urged residents to voice their concerns over the road diet when those discussions started.

Commissioner Ross stated he forwarded information from MDOT regarding the crosswalks to City Manager Adkins and stated the crosswalks ~~flashers~~ did not meet MDOT standards so the buttons ~~and lights~~ were removed. Commissioner Hendrick stated the buttons and lights were only removed from the crosswalks on S Parker.

Commissioner Ross stated the road diet was planned from Chartier to West Boulevard and it was already approved from Broadway to West Boulevard for a road diet. Commissioner Hendrick stated that plan had already been changed and removed due to a safety issue. City Manager Adkins stated he would get an update on the road diet during the July meeting with MDOT.

Mayor Vandenbossche stated the complimentary services provided for the project were appreciated.

Roof Replacement – Beach Bathrooms

City Manager Adkins spoke on the quotes for roof replacement and DPW Superintendent Schmidt's recommendation of St. Clair Roofing.

Commissioner Hendrick thanked City Manager Adkins and DPW Superintendent Schmidt for getting the quotes on the replacement as the roof was in bad shape. Commissioner Ross inquired if the quote included replacing the soffit as that was bad as well. City Manager Adkins stated it included all parts of the roof and those it did not include, the DPW was going to repair/replace.

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to accept the proposal from St. Clair Roofing in the amount of \$7,000 for the roof replacement at the Beach Bathhouses as recommended. **Roll Call Vote.** Ayes: Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Hilferink. Nays: None. Motion Carried.

Appointment of SEMCOG Delegate and Alternate

City Manager Adkins stated he was contacted by SEMCOG and they stated the City has not had delegates in some time and asked for consideration in the recommendation of Mayor Vandenbossche as the delegate and himself as the alternate. He stated it is common in most municipalities for the Mayor to be the delegate and the City Manager to be the alternate.

Motion by Commissioner Ross, seconded by Commissioner Hendrick, to appoint Mayor Vandenbossche as Member Delegate and City Manager Adkins as Alternate Member Delegate to SEMCOG. **Roll Call Vote.** Ayes: Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Hilferink, Klaassen. Nays: None.

Cancellation of July 6, 2023 City Commission Meeting

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to cancel the July 6, 2023 City Commission Meeting. **Roll Call Vote.** Ayes: Ross, Vandenbossche, Bryson, Hendrick, Hilferink, Klaassen, Roehrig. Motion Carried.

ADMINISTRATIVE REPORTS

City Attorney Report

City Attorney Davis stated he had nothing to report. Commissioner Hendrick inquired as to an update on UHY report. City Attorney Davis stated the Commission would be provided something soon.

City Manager Report

City Manager Adkins stated he has a meeting scheduled with East China School District Superintendent regarding the Washington Life Center property. He also stated the Master Plan update kicked off and there would be a community participation survey coming soon and asked citizens to please participate.

Mayor Vandenbossche inquired if equipment had been ordered for the Tot-Lot from the T-Mobile grant award. City Manager Adkins stated the money was received and things were starting to get ordered. Commissioner Hendrick inquired if the Commission would have input on what was going in there and also at the Marina project. City Manager Adkins stated there would be pieces coming to the Commission for their input.

City Manager Adkins stated he was working with DPW Superintendent Schmidt and Police Chief Heaslip on an ordinance amendment regarding the transient docking at the Marina project as well as signage for the docks.

City Manager Adkins stated the demolition at 135 N. 6th Street has yet to be completed and the deadline that was set by the Commission has passed. He stated the property owner will be sent a certified letter stating he had 10 days to complete the work or the City would take action and he would be sent a bill for the completion of the work.

COMMISSIONER PRIVILEGE/LIAISON REPORTS

Commissioner Klaassen stated the Planning Commission was moving along with the Master Plan update.

Commissioner Ross congratulated the Marine City Seniors on graduating and that it was Summer for all other students. He also wished an exchange student well and urged people to try hosting an exchange student in the future as it is a great experience.

Commissioner Roehrig provided an update from the Zoning Board of Appeals and the request for the apartments for height, length and number of rooms was denied 3 to 2 and the other request was approved. She also wished everyone a safe and happy 4th of July.

Commissioner Hendrick wished everyone a safe and happy 4th of July and wanted everyone to watch out for kids during the Summer and to have a safe Summer.

Mayor Vandebossche wished everyone a happy 4th of July and that East China School District was offering a free breakfast and lunch program throughout the Summer and to check their website for details and locations.

ADJOURNMENT

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to adjourn at 7:41 p.m. All Ayes. Motion Carried.

Respectfully submitted,

Jason A. Bell
Interim City Clerk