**City of Marine City**

**City Commission**

**April 16, 2020**

A regular meeting of the Marine City Commission was held on Thursday, April 16, 2020 by virtual telephone conference, and was called to order by Mayor Dave Vandenbossche at 7:00 pm.

Present: Mayor Dave Vandenbossche; Commissioners Jacob Bryson (joined meeting at 7:10 pm), Elizabeth Hendrick, Wendy Kellehan, William Klaassen, Paul Merchant, Cheryl Vercammen; City Manager Elaine Leven, City Clerk Kristen Baxter

Also in Attendance: City Attorney Robert Davis

**APPROVE AGENDA**

Motion by Commissioner Kellehan, seconded by Commissioner Vercammen, to approve the Agenda with the following addition:

Item #9-A: Reconsideration of Marine City Garden Club Flower Watering

**Roll Call Vote.** Ayes: Vandenbossche, Hendrick, Kellehan, Klaassen, Merchant, Vercammen. Nays: None. Motion Carried.

**PUBLIC COMMENT**

Jeanne Frank spoke about the importance of flowers in Marine City and asked the Board to reconsider the request for flower watering.

**APPROVE MINUTES**

Motion by Commissioner Merchant, seconded by Commissioner Klaassen, to approve the City Commission Meeting Minutes of April 2, 2020 with the following revisions requested by Commissioner Hendrick:

**Lawn Care Maintenance**: Added verbiage on lawn mowing bids

**Commissioner’s Privilege**: Thanked City employees for their hard work during this difficult time.

**Roll Call Vote.**  Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen. Nays: None. Motion Carried.

**CONSENT AGENDA**

Presented:

1. Monthly Activity Reports
2. MCAFA Run Report

Motion by Commissioner Merchant, seconded by Commissioner Kellehan, to approve the Consent Agenda. **Roll Call Vote.** Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen. Nays: None. Motion Carried.

**FINANCIAL BUSINESS**

Disbursements

Motion by Commissioner Kellehan, seconded by Commissioner Vercammen, to approve total disbursements including payroll, in the amount of $203,545.77. **Roll Call Vote.** Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen. Nays: None. Motion Carried.

Preliminary Financial Statements

Motion by Commissioner Klaassen, seconded by Commissioner Bryson, to receive and file the Preliminary Financial Statements. **Roll Call Vote.** Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen. Nays: None. Motion Carried.

**UNFINISHED BUSINESS**

Marine City Garden Club – Flower Watering

Motion by Commissioner Merchant, seconded by Commissioner Vercammen, to reconsider the request from the Marine City Garden Club for flower watering. **Roll Call Vote.** Ayes: Vandenbossche, Bryson, Kellehan, Merchant, Vercammen. Nays: Hendrick, Klaassen. Motion Carried.

Motion by Commissioner Merchant, seconded by Commissioner Vercammen, to approve the request from the Marine City Garden Club for flower watering for the 2020 season.

Commissioner Merchant said he asked to reconsider the request for flower watering because he was confused about the process at the last meeting. He asked for clarification from City Manager Leven on what was budgeted for the service.

City Manager Leven stated that DPW Superintendent Itrich estimated the flower watering costs to be $5,000 for the 2020 season. She said that we have money in this year’s current budget to start watering and would have to make an appropriation in the 2020-2021 budget for the remaining costs.

Mayor Vandenbossche informed the Board that the baskets had already been planted and would be put out around Memorial Day.

Commissioner Kellehan added that the Garden Club had already committed to the baskets and barrels and had received money from businesses and community members for them. She suggested that if the City was going to stop assisting the Garden Club, that they make the decision in January prior to being so close to the watering season.

Commissioner Merchant suggested that next year the request from the Garden Club and the conversation about the City assisting them with watering should be brought to the Board sooner.

Commissioner Hendrick commented that she was not against flowers and that her concern was the next budget. She said the City could suffer serious setbacks with the money they were going to get and said we have to be very careful -- we don’t want to cut out regular employees just to water flowers.

**Roll Call Vote.** Ayes: Vandenbossche, Bryson, Kellehan, Merchant, Vercammen. Nays: Hendrick, Klaassen. Motion Carried.

**NEW BUSINESS**

None.

**ITEMS REMOVED FROM CONSENT AGENDA**

None.

**CITY MANAGER REPORT**

In addition to the City Manager’s Report provided in the agenda packet, City Manager Leven added the following:

* Worked on Stay at Home Executive Order that had been extended until the end of April
* Open Meetings Act Executive Order extended until May 12
* Reviewed approved bills at the State on water speed limits
* Reviewed Executive Order on Freedom of Information Act
* Held several Department Head virtual meetings
* Asked Department Heads to work on a plan for the next 90 days and a back-to-work plan
* Attended MML webinar, and cyber security webinar
* Watched the Governor’s press conference regarding the April 30 extension
* Reviewed lawn mowing with City Attorney – a health and safety, welfare issue
* Attended EDA Board meeting & worked with EDA on Redevelopment Ready Community

Commissioner Klaassen inquired how many additional licenses were secured for the Virtual Private Network. City Manager Leven responded that we had two licenses and upgraded to ten.

Commissioner Hendrick inquired if the City Manager had received the topographical survey for 260 South Parker. City Manager Leven to email the survey to the Board, upon receipt.

Mayor Vandenbossche asked about phone call coverage at City offices. City Manager Leven responded that calls were being answered from 9 am to 6 pm Monday-Thursday.

**COMMISSIONER PRIVILEGE/LIAISON REPORTS**

Commissioner Klaassen asked everyone to be safe, watch yourself, and keep your distance.

Commissioner Kellehan asked that community members continue to do what they were being asked to keep their distance and stay safe. She thanked everyone for cooperating so far.

Mayor Vandenbossche said we were going to have to start considering getting the economy rolling. He said we needed to continue to be proactive with social distancing and get this resolved to get back to business as usual.

**ADJOURNMENT**

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to adjourn at 7:38 pm. **Roll Call Vote**. Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen. Nays: None. Motion Carried.

Respectfully submitted,

Kristen Baxter

City Clerk