

**City of Marine City  
City Commission  
June 6, 2019**

A regular meeting of the Marine City Commission was held on Thursday, June 6, 2019 in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Mayor Vandebossche at 7:00 pm.

After a moment of silence, the Pledge of Allegiance was led by Mayor Vandebossche.

**Present: Mayor Dave Vandebossche; Commissioners Jacob Bryson, Elizabeth Hendrick, Wendy Kellehan, William Klaassen, Paul Merchant, Cheryl Vercammen; City Manager Elaine Leven, City Clerk Kristen Baxter**

**Communications**

Received:

- Planning Commission Meeting Minutes – April 8, 2019
- Michigan Municipal League

Motion by Commissioner Hendrick, seconded by Commissioner Bryson, to receive the Communications. All Ayes. Motion Carried.

**Public Comment**

Joe Moran, 711 Pleasant, made remarks about D-Day and the Community & Economic Development Board Ordinance.

Dave DeVlaminck, 5971 Mesiner, China Township, spoke about the City's Water and Wastewater Plants.

**APPROVE AGENDA**

Motion by Commissioner Kellehan, seconded by Commissioner Merchant, to approve the Agenda. All Ayes. Motion Carried.

**APPROVE MINUTES**

Motion by Commissioner Merchant, seconded by Commissioner Klaassen, to approve the City Commission Meeting Minutes of May 16, 2019. All Ayes. Motion Carried.

Motion by Commissioner Hendrick, seconded by Commissioner Kellehan, to approve the Closed Session Meeting Minutes of May 16, 2019. All Ayes. Motion Carried.

**CONSENT AGENDA**

None.

**UNFINISHED BUSINESS**

***Ordinance No. 2019-007 Water & Sewer Rates – 2<sup>nd</sup> Reading/Adoption***

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the adoption of Ordinance No. 2019-007 that amends Section 8 of Ordinance No. 57 relating to Water and Sewer Rates.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Kellehan, Klaassen, Merchant, Vercammen

Nays: Hendrick

Motion Carried

***Ordinance No. 2019-008 Community & Economic Development Board – 2<sup>nd</sup> Reading/Adoption***

Motion by Commissioner Bryson, seconded by Commissioner Vercammen, to approve the adoption of Ordinance No. 2019-008 Community & Economic Development Board.

Roll Call Vote.

Ayes: Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: Vandenbossche

Motion Carried.

***Closing Documents – 260 South Parker Street***

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to authorize City Manager Leven to attend the closing for 260 South Parker Street, Marine City, and sign on behalf of the City.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

## **NEW BUSINESS**

### ***Engineering Services Proposals***

City Manager Leven reported that two bids had been received for operation management of the City's Water and Wastewater Plants:

- Tetra Tech in the amount of \$489,500
- F & V Operations in the amount of \$374,500

She said that she and DPW Superintendent Itrich had prepared a comparison spread sheet which was provided in the Board packets.

Representatives from both companies addressed the Board, spoke about their strengths, and answered questions.

Motion by Commissioner Vercammen, seconded by Commissioner Klaassen, to accept the bid from F & V Operations in the amount of \$374,500 for Water and Wastewater Plant Operations.

Roll Call Vote.

Ayes: Bryson, Hendrick, Klaassen, Merchant, Vercammen

Nays: Kellehan, Vandenbossche

Motion Carried.

### ***Board Vacancies – Announcement***

Mayor Vandenbossche announced the following Board vacancies:

- Historical Commission – 1 vacancy
- TIFA Board – 1 vacancy
- Dangerous Building Board – 1 vacancy for a Building Contractor
- Library Board – 1 vacancy
- Planning Commission – 1 vacancy

Applications and letters of interest due to the City Clerk by June 12, 2019.

## ***City Commission Rules of Procedure***

City Manager Leven reviewed sections of the City Commission Rules of Procedure with proposed updates. The Board directed her to work the City Attorney on completing the updates and producing a draft copy for their review. Creating an ethics policy was also discussed with the Board stating that they were not interested in having a policy if they couldn't enforce it.

## **FINANCIAL BUSINESS**

### ***Resolution No. 014-2019 – Special Assessments for Delinquent Accounts***

Motion by Commissioner Hendrick, seconded by Commissioner Bryson, to approve Resolution No. 014-2019 – Special Assessments for Delinquent Accounts.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

### ***Resolution No. 015-2019 – Fund Transfer***

Motion by Commissioner Hendrick, seconded by Commissioner Kellehan, to approve Resolution No. 015-2019 – Fund Transfer from the Water/Sewer Fund to the Special Assessment Fund.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

### ***Resolution No. 016-2019 – Fund Transfer***

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to approve Resolution No. 016-2019 – Fund Transfer from the General Fund to the Cemetery Fund.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

***Resolution No. 017-2019 – Budget Amendments***

Motion by Commissioner Kellehan, seconded by Commissioner Vercammen, to approve Resolution No. 017-2019 – Budget Amendments.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

***2019 Tax Rate Request***

Motion by Commissioner Bryson, seconded by Commissioner Kellehan, to approve the 2019 Tax Rate Request.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

***2019 Recreation Millage Distribution***

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to approve the 2019 Recreation Millage Distribution.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

***Disbursements***

Motion by Commissioner Bryson, seconded by Commissioner Vercammen, to approve total disbursements, including payroll, in the amount of \$217,288.86.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried.

## **CITY MANAGER REPORT**

City Manager Leven reported on the following:

- Attended meeting with Emergency Management regarding flooding
- On new Wayfinding signs, will replace the word ferry with beach
- The City did not receive 2020 Category B Funding for roads; will need to form an Infrastructure Subcommittee
- Held bid opening for website design
- Had meeting with DTE on changing streetlights to LED
- DPW Superintendent Mike Itrich passed the S-1 Licensing exam

## **COMMISSIONER PRIVILEGE**

Commissioner Klaassen advised that people with high water who bring fill into the wetlands need to get a permit from the DEQ first.

Commissioner Hendrick commented on semi-trucks on Chartier Street, and asked everyone to try to keep drains free of maple seeds. She thanked Dave DeVlaminck and others employed at the Water/Wastewater Plants for their hard work and said she hoped they would stay with the City.

Mayor Vandenbossche provided a ferry update and said US Customs in Detroit stated that upgrades were necessary on the Marine City side, and asked for letters of support to be mailed to Senator Gary Peters.

## **CLOSED SESSION**

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to enter into Closed Session at 8:06 pm to Consider the Purchase or Lease of Real Property – MCL 15.268(d).

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried

## **OPEN SESSION**

Motion by Commissioner Vercammen, seconded by Commissioner Klaassen, to go back into Open Session at 8:28 pm. All Ayes. Motion Carried.

Motion by Commissioner Hendrick, seconded by Commissioner Bryson, to purchase vacant property located on South Belle River Road in the amount of \$588.79, as discussed in Closed Session.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: None

Motion Carried

Motion by Commissioner Hendrick, seconded by Commissioner Bryson, to purchase vacant property located on Broadway Street in the amount of \$422.24, as discussed in Closed Session.

Roll Call Vote.

Ayes: Bryson, Hendrick, Kellehan, Klaassen, Merchant, Vercammen

Nays: Vandenbossche

Motion Carried

## **ADJOURNMENT**

Motion by Commissioner Hendrick, seconded by Commissioner Merchant, to adjourn at 8:32 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter  
City Clerk