

Minutes of the electronically conducted regular meeting of the City Commission held Monday, November 22, 2021, at 7:00 p.m.

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

Commissioners Present: Mayor William Joseph and Vice Mayor Amy Perschbacher; Commissioners Mary Alsager, Olivia Cyman, Lori Gillis, George Ronan and Petro Tolas. All Commissioners present indicated they were in Mt. Pleasant, Isabella County, Michigan.

Commissioners Absent: None

Others Present: City Manager Aaron Desentz and City Clerk Heather Bouck

All present attended virtually via Zoom video conference.

Proclamations and Presentations

Mayor Joseph read and presented a Proclamation recognizing Elimination of Violence Against Women Day "November 25, 2021". Ruth Helwig, Secretary of the Zonta Club of Mt Pleasant expressed her appreciation.

Middle Michigan Development Corporation (MMDC) President and CEO Jim McBryde gave a presentation of MMDC's Third Quarter Report and 2022-2024 Strategic Plan.

Presentation by ICRH Director Dee Obrecht.

Introduction of Mike Kurbel as the City's System Administrator.

Public Input on Agenda Items

Mareen Eke, 912 Hopkins, thanked the Commission for the Proclamation recognizing Elimination of Violence Against Women Day "November 25, 2021" and expressed the importance of the Zonta Club of Mt Pleasant.

Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items.
2. Economic Development Corporation/Brownfield Redevelopment Authority Meeting Minutes. (August)
3. Downtown Development Authority Meeting Minutes. (October)
4. Notice of Temporary Traffic Control Order #2-2022.
5. Notice of Temporary Traffic Control Order #3-2022.

Moved by Commissioner Gillis and seconded by Commissioner Tolas to approve the following items on the Consent Calendar:

1. Minutes of the electronically conducted regular meeting of the City Commission held November 8, 2021.

2. Warrants dated November 9, 15 & 17, 2021 and Payrolls dated November 12, 2021 all totaling \$808,307.31.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Alsager and seconded by Commissioner Tolas to approve the bid of Gateway Refrigeration, Inc. of Clare, Michigan in the amount of \$46,597 for 2021 Make-Up Air Unit and Installation at the Water Resource Recovery Facility.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Alsager and supported by Commissioner Perschbacher to approve the resolution approving the final 2022 Operating Budget and set the millage rate for 2022 as follows:

WHEREAS, Article VII, Section 9, authorizes the City Commission to adopt by resolution the annual operating budget for the next fiscal year, and

WHEREAS, Article VII, Section 9, provides that the necessary tax upon real and personal property shall be provided for in the same resolution, and

WHEREAS, the following funds are created and amounts appropriated for each fund for the purpose of carrying out the various activities of the City of Mt. Pleasant during the year beginning January 1, 2022 and ending December 31, 2022;

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2022 operating budget be approved:

	ESTIMATED (A)			Fund
	Fund	2022	2022	Balance
	Balance	Revenue	Expenditures	Balance
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
<u>GOVERNMENTAL FUNDS</u>				
GENERAL FUND				
Unassigned	\$5,528,674	\$14,678,370		
Legislative Division			1,340,340	
Finance Division			1,648,500	
Public Safety Division			7,690,410	
Community Services				
Division			3,048,350	
Public Works Division			918,970	
Total Unassigned	5,528,674	\$14,678,370	\$14,646,570	\$5,560,474
Assigned for Economic Initiatives	777,564	0	40,000	737,564

Assigned for Projects/Programs	1,977,144	135,000	146,040	1,966,104
Restricted	210,920	12,500	12,750	210,670
Non-spendable	371,682	0	0	371,682
Total General Fund	\$8,865,984	\$14,825,870	\$14,845,360	\$8,846,494

SPECIAL REVENUE FUNDS

MAJOR STREET FUND

Restricted	2,543,391	\$2,665,260	\$3,705,300	\$1,503,351
Restricted for Donation	15,395	0	0	15,395
Total Major Street Fund	2,558,786	2,665,260	3,705,300	1,518,746

LOCAL STREET FUND

Restricted	900,660	\$1,622,130	\$1,770,020	\$752,770
Restricted for Donation	15,209	0	0	15,209
Total Local Street Fund	915,869	1,622,130	1,770,020	767,979

**SPECIAL ASSESSMENT
COMMITTED**

	358,238	22,890	167,000	214,128
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DOWNTOWN SPECIAL ASSESSMENT

Restricted from Special Assessment	120,617	105,120	129,820	95,917
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RECREATION FUND

Restricted for PEAK	0	141,000	141,000	0
Assigned for PEAK	240,797	363,350	491,300	112,847
Restricted for Recreation	20,000	12,200	32,200	0
Assigned for Recreation	67,689	557,150	552,290	72,549
Total Recreation Fund	328,486	1,073,700	1,216,790	185,396

BLOCK GRANT FUND

Assigned for Owner Occupied - Hsg.	28,491	0	0	28,491
Assigned	195,770	400	0	196,170
Total Block Grant Fund	224,261	400	0	224,661

Restricted	0	0	0	0
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Cemetery Fund Committed	233,805	8,400	0	242,205
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Total Governmental Funds

Appropriated Budget	\$13,606,046	\$20,323,770	\$21,834,290	\$12,095,526
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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, 2022 and ending December 31, 2022

	Fund Balance <u>December 31</u>	2022 <u>Revenue</u>	2022 <u>Expenditures</u>	Fund Balance <u>December 31</u>
<u>CAPITAL PROJECT FUNDS</u>				
CAPITAL IMPROVEMENT FUND				
Committed for Projects	329,300	120,000	0	449,300
Committed	1,765,749	603,420	1,181,640	1,187,529
Total Capital Improvement Fund	2,095,049	723,420	1,181,640	1,636,829

DEBT SERVICE FUNDS

Borden Building Debt Restricted	17,679	358,500	374,160	2,019
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Capital Project and Debt Service Funds

Informational Summaries	<u>\$2,112,728</u>	<u>\$1,081,920</u>	<u>\$1,555,800</u>	<u>\$1,638,848</u>
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	Working Capital <u>December 31</u>	Sources of Working Capital <u>Capital</u>	Uses of Working Capital <u>Capital</u>	Working Capital <u>December 31</u>
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Component Units

MISSION STREET DDA FUND

Assigned	\$876,107	\$309,000	\$127,860	\$1,057,247
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TAX INCREMENT FIN AUTH FUND

Central Business District				
Assigned	107,638	0	36,417	71,221
Ind Park North Assigned	90,000	0	0	90,000
Ind Park North Unassigned	3,998	300	2,420	1,878
Total TIFA	201,636	300	38,837	163,099

LOCAL DEVELOPMENT FIN AUTHORITY

Assigned	155,918	750	39,300	117,368
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BROWNFIELD REDEVELOPMENT FUND

Assigned	14,160	183,730	183,730	14,160
Unassigned	793	50	0	843
Total Brownfield	14,953	183,780	183,730	15,003

ECONOMIC DEVELOPMENT CORPORATION

Assigned Parking Lot	19,446	1,950	0	21,396
Unassigned	551	0	0	551
Total EDC	19,997	1,950	0	21,947

Total Component Unit Funds

Informational Summaries	<u>\$1,268,611</u>	<u>\$495,780</u>	<u>\$389,727</u>	<u>\$1,374,664</u>
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	<u>Working Capital December 31</u>	<u>Sources of Working Capital</u>	<u>Uses of Working Capital</u>	<u>Working Capital December 31</u>
<u>PROPRIETARY FUNDS</u>				
Enterprise Funds				
LAND DEVELOPMENT FUND				
Restricted	\$50,000	0	0	\$50,000
Unassigned	1,106	96,380	94,060	3,426
Total Land Development	51,106	96,380	94,060	53,426
AIRPORT FUND				
Restricted	162,527	40,000	48,000	154,527
Assigned	82,519	0	0	82,519
Unassigned	157,525	708,500	787,710	78,315
Total Airport	402,571	748,500	835,710	315,361
WATER RESOURCE RECOVERY FUND				
Assigned	1,305,844	680,000	239,020	1,746,824
Restricted	150,883	0	150,300	583
Unassigned	1,555,095	2,854,640	2,825,595	1,584,140
Total Water Resource Recovery Fund	3,011,822	3,534,640	3,214,915	3,331,547
WATER FUND				
Restricted	502,800	0	150,000	352,800
Assigned	1,239,170	530,000	1,167,000	602,170
Unassigned	1,793,525	2,883,710	2,895,070	1,782,165
Total Water	3,535,495	3,413,710	4,212,070	2,737,135
SOLID WASTE FUND				
Restricted	217,700	0	12,660	205,040
Unassigned	870,610	659,540	718,680	811,470
Total Solid Waste	1,088,310	659,540	731,340	1,016,510
<u>Internal Service Funds</u>				
MOTOR POOL FUND				
Unassigned	732,672	1,329,600	1,315,220	747,052
SELF INSURANCE FUND	849,109	2,629,100	2,846,740	631,469
Total Proprietary Funds				
Informational Summaries	\$9,671,085	\$12,411,470	\$13,250,055	\$8,832,500

WHEREAS, it is expected that the appropriations and working capital uses require that the City of Mt. Pleasant raise amounts totaling \$37,029,872 to finance all municipal operations during the fiscal year, and

WHEREAS, all funds, except the General Fund, Major Street Fund, Special Assessment Fund, Downtown Special Assessment Fund, Recreation Fund and Borden Debt, will generate moneys sufficient for the appropriations

NOW, THEREFORE, BE IT RESOLVED, that the following tax millages and levies be approved, but the Commission reserves the right to review the rates in Spring, 2022 and consider adjustments based on changed conditions.

	Property Tax Levy	Other Sources	Millage
General Fund			
Operating	\$ 5,873,640	\$8,098,430	12.390
Fire and Police Pension	853,800	-	1.860
Total General Fund	<u>\$ 6,727,440</u>	<u>\$ 8,098,430</u>	<u>14.250</u>
Capital Improvements	\$ 702,420	21,000	1.500
Borden Building Bonds	237,000	121,500	0.500
Total Other funds	<u>\$939,420</u>	<u>\$142,500</u>	<u>2.000</u>
Total Millage			<u><u>16.250</u></u>

(A) Projections as of August, 2021.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Tolas and seconded by Commissioner Cyman to approve the following Resolution to Set Fees and Charges for Certain City Services:

WHEREAS, certain City Ordinances require fees to be set by resolution for assessing, recreation, sewer, water, and recycling/refuse services; and

WHEREAS, the City Commission adopted policy guidelines (the "Guidelines") for setting fees and charges for City services by Ordinances in July 2017; and

WHEREAS, the Guidelines require fees and charges to be reviewed annually, and changes be proposed with the operating budget; and

WHEREAS, the City Commission has reviewed fees and charges set for assessing, recreation, sewer, water, and recycling services and has received recommendations from the Mt Pleasant Parks & Recreation Commission; and

NOW, THEREFORE, BE IT RESOLVED that the following fees are consistent with the Guidelines and set to begin on January 1, 2022 are hereby adopted:

A. Assessor Fees:

1. Tax Abatement Application Fee: \$375 for all abatements provided in the State Tax Law
2. Land Division Board Fees:
 - a. Land Split Applications: \$150 for first split plus \$50 for each additional split
 - b. Land Combination Applications: \$75
3. The applicant will not be charged the fee until a formal application is made after consultation with the Land Division Board about the feasibility of the request in accordance with the Land Division Act, zoning regulations and utility requirements

B. Recreation Fees:

Program	Unit	Resident Fee	Non Resident Fee	Early Discount
Tee-Ball	Participant	\$42.00	\$59.00	\$5.00
Fall Youth Soccer	Participant	\$53.00	\$75.00	\$5.00
Spring Youth Soccer	Participant	\$53.00	\$75.00	\$5.00
Pre-K Mini Soccer	Participant	\$35.00	\$49.0	\$5.00
Grade K-2nd Basketball	Participant	\$53.00	\$75.00	\$5.00
Grade 3rd-6th Basketball	Participant	\$53.00	\$75.00	\$5.00
Grade K-2nd Volleyball	Participant	\$46.00	\$65.00	\$5.00
Grade 3-6th Volleyball	Participant	\$53.00	\$75.00	\$5.00
Age 8-12 Dodgeball	Participant	\$37.00	\$52.00	\$5.00
StartSmart Basketball	Participant	\$42.00	\$59.00	\$5.00
StartSmart FlagFootball	Participant	\$42.00	\$59.00	\$5.00
StartSmart Golf	Participant	\$42.00	\$59.00	\$5.00
StartSmart Soccer	Participant	\$42.00	\$59.00	\$5.00
StartSmart Tee-Ball	Participant	\$42.00	\$59.00	\$5.00
StartSmart Tennis	Participant	\$42.00	\$59.00	\$5.00
DaddyDaughter Date Night	Pre-Register	\$32.00	\$45.00	\$5.00
DaddyDaughter Date Night	At Door	\$48.00	\$68.00	\$-

Ages 5-6, 7-8, 9-10 FlagFootball	Participant	\$53.00	\$75.00	\$5.00
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C. Sewer Fees:

<u>Meter Size</u>	<u>Monthly Fee</u>
5/8"	\$10.63
1"	\$26.50
1.5"	\$53.02
2"	\$84.71
3"	\$169.45
4"	\$264.80
6"	\$529.51
10"	\$2,926.40

D. Water Fees

<u>Meter Size</u>	<u>Monthly Fee</u>
5/8"	\$12.84
1"	\$32.10
1.5"	\$64.20
2"	\$102.73
3"	\$205.45
4"	\$321.02
6"	\$642.05
10"	\$3,510.20
Note: Irrigation Meters are charged demand for six months	

E. Recycling/Refuse Fees

**Residential Curbside Recycling/Cart
Refuse Pick up Late Payment Fee:**

Late payment charge of 5% of the total monthly bill shall be added if the bill is not paid by the fifteenth day of the month. Each subsequent month an additional 1% will be added until payment is made

Any and all resolutions that are in conflict with this resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Mayor Joseph and supported by Commissioner Ronan to approve the proposed appointments as submitted by the Appointments Committee:

<u>Board/Commission</u>	<u>Name</u>	<u>Term</u>
911 Central Dispatch Governing Brd	Karen Breedlove	01/01/2022-12/31/2024
Building, Fire & Sanitary Sewer Brd	Joe Fleming	01/01/2022-12/31/2024
Building, Fire & Sanitary Sewer Brd	Larry Sommer	01/01/2022-12/31/2024
Chippewa River District Library Brd	Kati Mora	01/01/2022-12/31/2025
City/CMU Student Liaison Committee	Rachel Agardy	01/01/2022-12/31/2024
Downtown Development Authority	Robby Roberts	01/01/2022-12/31/2025
Downtown Development Authority	Robert VanDorin	01/01/2022-12/31/2025
Fire & Police Retirement Board	Bradley Wahr	01/01/2022-12/31/2025
Historic District Commission	Gary Mark	01/01/2022-12/31/2024
Historic District Commission	Julie Taylor	01/01/2022-12/31/2024
Isabella County Transportation Com	Rick Fockler	01/01/2022-12/31/2024
Local Officers Compensation Com	Andrew Devenney	01/01/2022-12/31/2024
Parks & Recreation Commission	Brian Mitchell	01/01/2022-12/31/2024
Planning Commission	Lesley Hoenig	01/01/2022-12/31/2024
Principal Shopping District	Rachel Agardy	01/01/2022-12/31/2025
Zoning Board of Appeals	Lara Raisanen	01/01/2022-12/31/2024

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Tolas and supported by Commissioner Alsager to accept the resignation of Mayor William Joseph.

AYES: Commissioners Alsager, Cyman, Gillis, Joseph, Perschbacher, Ronan & Tolas

NAYS: None

ABSENT: None

Motion unanimously adopted.

Announcements on City-Related Issues and New Business

Mayor Joseph extended a thank you for the honor to do his job as Mayor. He encouraged the community to be conscious of COVID.

Vice Mayor Perschbacher presented Mayor Joseph with plaque honoring his service to the City and wishing him good luck on his future endeavors.

Commissioner Gillis expressed her appreciation for the years of service she has been able to provide to the residents of Mt Pleasant.

Commissioner Tolas shared his appreciation to those who supported him during his years of service to the City.

Commissioner Ronan commended the City's street crew for the fantastic work they do.

Public Comment on Agenda and Non-Agenda Items

Maureen Eke, 912 Hopkins, would like the City to consider an additional city-wide leaf pick-up due to the number of trees that have not dropped their leaves to date.

Mayor Joseph adjourned the meeting without objection at 8:07 p.m.

Amy Perschbacher, Acting Mayor

Heather Bouck, City Clerk