

Regular Meeting of the City Commission  
Monday, February 22, 2021  
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

1. Presentation on Rural Older Adult Mobile (ROAM) Care by Myra Vansyckle and Dr. Sethu Reddy.
2. 2020 Community Improvement Awards.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

3. City Manager report on pending items.
4. Minutes of the Planning Commission (January).
5. Minutes of the Parks and Recreation Commission (November).
6. Resignation of Jeffrey Fisher from the Parks and Recreation Commission (term to expire December 31, 2021).

CONSENT CALENDAR: DESIGNATED (\*) ITEMS

CITY COMMISSION MINUTES:

- \* 7. Approval of the minutes of the regular meeting held February 8, 2021.

PUBLIC HEARINGS:

STAFF RECOMMENDATIONS AND REPORTS:

- \* 8. Bids and Quotations
  - a. DPS parking lot mill and resurface
- \* 9. Consider confirmation of Michigan Employees' Retirement System (MERS) Agreement Addendum for defined contribution plans.
- \* 10. Consider recommendation from the Planning Commission to reappoint Corey Friedrich as the representative of the Planning Commission to the Zoning Board of Appeals.

*All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.*

11. Consider additional drain easement to the Isabella County Drain Commissioner for Mission Creek.
- \* 12. Receive an ordinance to amend sections 52.12 and 52.29 of City Code regarding cross connections and set a public hearing for March 8, 2021.
- \* 13. Receive an ordinance to amend sections 154.203.F and 154.410.B and Table 154.410.A of the Mt. Pleasant Zoning Ordinances to permit residential/dwelling uses under certain circumstances and set a public hearing for March 22, 2021 on the same.
14. Consider confirmation of appointment of City Clerk.
- \* 15. Approval of payrolls and warrants.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

CLOSED SESSION: (None scheduled at this time)

RECESS:

WORK SESSION:

16. Goals/Objectives discussion.
17. Draft work session schedule.

ADJOURNMENT:

# Memorandum



TO: Nancy Ridley  
City Manager

CC: William R. Mrdeza  
Director of Community Services & Economic Development

FROM: Jacob Kain  
City Planner

DATE: February 1, 2021

SUBJECT: 2020 Community Improvement Awards

Since 1979, the Planning Commission has presented a Community Improvement Award for residential and commercial projects. These awards are a way for the Planning Commission to acknowledge property owners for investment in our community.

Projects that were completed during calendar year 2020 were eligible for consideration.

The following properties were selected by the Planning Commission for recognition:

<u>Category</u>	<u>Address</u>	<u>Owner</u>
Commercial	114 S. Main	Keith Palmer Jr.
Residential	520 N. Brown	Melinda Wischmeyer

For the seventh consecutive year, students from the Graphic Arts program at Gratiot-Isabella Technical Education Center produced the awards. This year's awards were created by Annalee Bennett and Caroline Brown. Miss Bennett and Miss Brown and their instructor Andrea Langley have been invited to attend the presentation.

## **Requested Action:**

Please place the Community Improvement Awards presentation ceremony on the February 22, 2021 City Commission meeting agenda and request that the Mayor present the awards to the recipients.

COMMISSION LETTER #024-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021

FROM: NANCY RIDLEY, CITY MANAGER *Nes*

SUBJECT: CITY MANAGER REPORT ON PENDING ITEMS

This report on pending items reflects the current status of tasks that were previously agreed to and a listing of potential items for discussion. The listing of potential items for discussion will need to be weighed against other priorities in 2021 to decide which items should stay on the list for future discussion. Some items have remained on the list for more than 12 months and likely should be removed if there is not enough interest in them. The February work session discussion will be used to provide guidance on priorities.

**1. Task Related Issues:**

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 2-17-2021
<b>Website Content Policy</b> Develop draft policy regarding purpose of website and what information should/should not be posted	May 28, 2019	Anytime in the next year.	
<b>New Motions/Amended Motions Onscreen</b> Staff to investigate ability to put typed version of new and amended motions on big screen	July 8, 2019	None	Will consider as part of the AV equipment replacement in 2021.
<b>Principal Shopping District</b> Investigate for next assessment roll whether new businesses can be granted a lower special assessment amount in first years of business	July 8, 2019	None	Will be evaluated by Principal Shopping District as recommended special assessment is developed in 2021.
<b>Housing Study Follow-Up</b> Staff to work with Planning Commission and others to recommend ordinance amendments and programs as generally agreed to for implementation	July 13, 2020	None	In process

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 2-17-2021
<b>Charter Changes</b> Staff to work with City Attorney to draft language for 4-year City Commission terms and 2-year Mayor and Vice Mayor terms	February 8, 2021	None	Based on work session of February 8, 2021, City Attorney and City Manager will redraft resolution on 4 year terms and recommend date for consideration.
<b>Downtown Analysis Follow-Up</b> Staff to work with Planning Commission and complete additional research to recommend ordinance and programs/policies as generally agreed to for implementation	August 10, 2020	None	In process
<b>PILOT Ordinances</b> Staff to provide a summary of end dates and if there are options for closing out any.	October 12, 2020	None	

## 2. Potential Work Session Discussion Items Carried from Prior Discussions:

- Rental Housing-additional inspections for converted units
- Building inspection-coordination of inspections with County
- Dumpsters located in paved alleys
- Effectiveness of storm water ordinance- (Note: still working with partners county-wide on stormwater matters)
- Rental Housing Inspections: frequency based on good inspections
- Sustainability goals
- Mt. Pleasant Center preferred development
- Review of general guidelines used for snow removal on streets and parking lots
- Review ordinance application/interpretation related to commercial/industrial properties
- Indian Pines South-see what Master Plan process and Parks & Recreation Commission recommend
- Different standards for rental housing based on type of rental (Mr. Steve Berkshire letter)
- Scooter rental program (Mr. Odell Miller email)
- Pedal Trolley ordinance (Mr. Neal information and presentation during January 13, 2020 public comment)

Please note items that have changed since the last report are highlighted in yellow for easy reference.

**Mt. Pleasant Planning Commission**  
**Minutes of the Electronically Conducted Regular Meeting**  
**January 7, 2021**

**I.** Chair Hoenig called the meeting to order at 7:01 p.m.

Member	Present	City, County, State
Bill Dailey	Yes	Mt. Pleasant, Isabella, Michigan
Corey Friedrich	Yes	Mt. Pleasant, Isabella, Michigan
Lesley Hoenig	Yes	Mt. Pleasant, Isabella, Michigan
Glen Irwin	Yes	Mt. Pleasant, Isabella, Michigan
David Kingsworthy	Yes	Mt. Pleasant, Isabella, Michigan
Mike Kostrzewa	Yes	Mt. Pleasant, Isabella, Michigan
Matt Liesch	Yes	Mt. Pleasant, Isabella, Michigan
Christine Ortman	Yes	Mt. Pleasant, Isabella, Michigan
Kathy Rise	Yes	Mt. Pleasant, Isabella, Michigan

Staff: Jacob Kain, Laura Delamater

**II. Approval of Agenda:**

Motion by Liesch, support by Friedrich, to approve the agenda.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

**III. Approval of Minutes:**

**A. December 3, 2020 Regular Meeting**

Motion by Ortman, support by Irwin, to approve the minutes from the December 3, 2020 regular meeting as presented.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

**B. December 3, 2020 Work Session**

Motion by Friedrich, support by Kostrzewa, to approve the minutes from the December 3, 2020 work session as presented.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

**IV. Zoning Board of Appeals Report for December:**

Commissioner Friedrich reported that the Zoning Board of Appeals did not meet in December.

**V. Communications:**

Kain reported that there were two communications received regarding the public hearing. The first from Scott A. Dienes, Barnes & Thornburg LLP, representing K & M Holdings, LLC was included in the packet. The second, which was received after the completion of the packets, from Alex Hollenbeck was sent via email prior to the meeting.

**VI. Public Hearings:**

**A. SUP-21-01 & SPR-21-01 – 801 Industrial – Absolute Royale – Request for Special Use Permit and Site Plan Review for a Class C medical marihuana grower.**

Kain introduced the application submitted by Absolute Royale to open a Medical Marihuana Facility – Class C Grower in an existing building located at 801 Industrial.

Kain shared an overview of the site and reviewed the property's zoning and other characteristics as well as the current use, and future land use.

Kain shared photos of the site and reviewed the special use conditions that apply to the Medical Marihuana Facility – Class C Grower. Kain shared the site plan that is being proposed by the applicant, noting that the only changes being proposed were to bring the property into compliance with the zoning ordinance with landscaping and bicycle parking.

Kain concluded his report recommending approval with the following conditions:

1. The applicant shall comply with all special use permit criteria for Medical Marihuana Facilities as well as the specific criteria applying to Growers.
2. The applicant shall provide specifications for the bicycle parking.
3. The applicant shall provide a landscaping plan that includes the quantity, species and size of proposed plantings.
4. The applicant shall comply with the requirements of Public Works and Public Safety.

Alex Hollenbeck and others were available for questions. Mr. Hollenbeck commented that they were looking forward to starting an operation here, gave an overview of the number of employees they currently have and the possibility of expansion.

Discussion took place.

Chair Hoenig opened the public hearing. Kain noted that there were no public comments submitted electronically.

David Hill of Barnes & Thornburg LLP, representing K & M Holdings, LLC addressed the commission with concerns regarding odor and noise.

Discussion took place.

There being no one else who wished to speak; the public comments session was closed.

Discussion on the issue took place.

Motion by Liesch, support by Kostrzewa, to approve SUP-21-01 & SPR-21-01 subject to the following conditions:

1. The applicant shall comply with all special use permit criteria for Medical Marihuana Facilities as well as the specific criteria applying to Growers.
2. The applicant shall provide specifications for the bicycle parking.
3. The applicant shall provide a landscaping plan that includes the quantity, species and size of proposed plantings.
4. The applicant shall comply with the requirements of Public Works and Public Safety.

Discussion took place.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise

Nays: Dailey

Motion approved 8-1.

## **VII. Public Comments:**

Chair Hoenig opened the floor for public comment. Kain reported that there were no public comments submitted electronically. There being no one who wished to speak the public comment period was closed.

## **VIII. Site Plan Reviews:**

None

## **IX. Unfinished Business:**

None

## **X. New Business:**

### **A. 2021 meeting schedule**

Kain presented the proposed 2021 meeting schedule, noting that the April meeting is proposed for the 2<sup>nd</sup> Thursday of the month to avoid the spring breaks of Mt. Pleasant Public School and Sacred Heart Academy and recommended adoption as presented.

Motion by Kingsworthy, support by Dailey, to approve the 2021 meeting schedule as presented.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise



Nays: None

Motion approved unanimously.

## **B. 2020 Annual Report**

Kain presented the 2019 annual report as required by State Law, and noted that if the Board had no questions or comments, he would be looking for a motion to approve.

Motion by Kostrzewa, support by Rise, to approve the 2020 Annual Report as presented.

Discussion took place.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

## **C. Amendments to Sections 154.203.F and 154.410.B of the zoning ordinance**

Kain reviewed the proposed ordinance that would permit ground-floor residential uses under certain circumstances where they are otherwise currently prohibited by a special requirement on the zoning map. Kain reviewed the specific amendments proposed and recommended that the board set a public hearing on the ordinance. Discussion took place.

Motion by Ortman, support by Kostrzewa, to set a public hearing on Text Change 21-01 at the February 4, 2021 meeting.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

## **XI. Other:**

### **A. Staff report**

#### **1. Administrative review report**

Kain provided information regarding an administrative review for Coyne Oil located at 1300 N. Harris for a 469 square foot addition to an existing building at that site.

#### **2. February Planning Commission meeting – Anticipated agenda items**

Kain shared with the Planning Commission that three applications are pending, including a rooming house redevelopment and two marihuana growers. Kain noted that elections of a Chair and Vice-Chair and nomination of a ZBA crossover member will also occur in February.

3. Kain welcomed David Kingsworthy as a new commissioner. Commissioner Kingsworthy introduced himself to his fellow board members.

## **XII. Adjournment:**

Motion by Kostrzewa, support by Friedrich, to adjourn.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise

Nays: None

Meeting adjourned at 8:05 p.m.

lkd

# APPROVED MINUTES

Mt. Pleasant Parks and Recreation Commission  
Electronically Conducted Regular Meeting  
Tuesday, November 17, 2020, 6:30 p.m.

**CALL TO ORDER** – 6:31 p.m.

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE/DECLARATION OF QUORUM – ROLL CALL AND LOCATION IDENTIFICATION**

A. Commission Members Present:

Megan Barber [barde2ms@gmail.com](mailto:barde2ms@gmail.com), Liz Busch [tanglesprout@gmail.com](mailto:tanglesprout@gmail.com),  
Pete Little [parksandrec@gratiotmi.com](mailto:parksandrec@gratiotmi.com), Brian Mitchell [bcmitch13@gmail.com](mailto:bcmitch13@gmail.com),  
Brian Sponseller [spons473@gmail.com](mailto:spons473@gmail.com)

All present in Mt. Pleasant, Isabella County, Michigan

B. Commission Members Absent: Jim Batcheller [batch1jc@gmail.com](mailto:batch1jc@gmail.com), Jef Fisher [fish3j@gmail.com](mailto:fish3j@gmail.com)

C. Parks and Recreation Staff: Bundy, Longoria, Way

**APPROVAL OF AGENDA/MINUTES & COMMISSION BUSINESS**

- A. Changes/Approval of Agenda – motion by Mitchell, second by Sponseller to approve the agenda as presented. Motion unanimously carried.
- B. Approval of Minutes – motion by Sponseller, second by Barber to approve the minutes from the Meeting Tuesday, October 27, 2020. Motion unanimously carried.
- C. Approval of 2021 Meeting Dates – after discussion to move start time to 6:00 p.m., a motion was made by Mitchell, second by Sponseller to approve the 2021 meeting dates with amended start time of 6:00 p.m. Motion unanimously carried.

**PUBLIC COMMENTS** - none

**SET PUBLIC HEARING** – Adopt a Bench Program – applications received for two bench placements within city parks.

Bench one: Request from the friends Mindy Norton, longtime community Journalist, to be placed at Mission Creek Park near or in the bark park.

Bench two: Request from city employees in remembrance of Carter Craig Moody, to be placed in Island Park along the river.

Motion by Busch, second by Sponseller to set a public hearing for Tuesday, January 26, 2021 to receive input on these bench placement. Motion unanimously carried.

**DEPARTMENT REPORTS**

A. Parks –Director Bundy reported on the following:

- City Hall closing to the public tomorrow for three weeks in accordance with the current MDHHS order. Parks staff will be working during this time in the field. Restrooms currently open are Island north, Nelson Park and Mission Creek. All other restrooms have been winterized. Staff also working on mulching leaves and getting equipment ready for winter operations.
- DNR deer check station is open at Chipp-a-Waters Park through Nov. 30.
- Working on close-out of Trust Fund grant for Island Park Fitness Trail.

B. Recreation – Director Longoria reported on the following:

- PEAK – at the school board meeting last night the decision was made to go remote for all grades with K—5 going back face-to-face the weeks of Dec. 7 & 14 (depending on current status) and all returning back face-to-face the week of January 12.
- Fall basketball and volleyball programs have been canceled due to MDHHS order. Staff looking in to offering outdoor winter leagues for youth and adults (kickball, flag football).
- Drive-in movie being offered December 19 at City Hall Parking Lot featuring “Elf”.
- City-wide Holiday Light & Display Contest, register by December 10 and judging Dec. 16 & 17.
- Man vs. Mountain 2021 has been cancelled. Challenges with gathering sizes.
- Chippewa River master plan is moving along, anyone who is interested in getting involved get in touch with Ryan Longoria.

**OLD/NEW BUSINESS** - none

**OTHER BUSINESS/COMMISSIONER COMMENTS** – recognition and appreciation given to Megan Barber (last meeting) for serving on the Parks & Recreation board. There are several board positions available; if you know someone interested in serving, applications are available on the City’s website.

Thank you Vandersys Tree Farm for the Christmas tree donation in Town Center.

**ADJOURNMENT** – 7:00 p.m.

**From:** Jef Fisher <fishe3j@gmail.com>

**Sent:** Tuesday, February 9, 2021 3:22 PM

**To:** Way, Lisa <lway@mt-pleasant.org>; Bundy, Chris <CBUNDY@mt-pleasant.org>

**Subject:** Parks and Rec Commission Membership Status

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**EXTERNAL Message Warning**

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi, Chris/Lisa!

I hope you're both doing well! I wasn't sure exactly who I needed to send this to, so I've included the both of you.

Unfortunately, I've recently accepted a new job offer and will be moving out of Mount Pleasant by the end of the month, so I'll need to resign from the Parks and Rec Commission. I apologize for the inconvenience—the opportunity arose very suddenly and was one I felt unable to turn down!

If needed, I can attend this month's meeting, though since I'll likely have moved out of town by then, I'm not sure that's entirely appropriate.

I've enjoyed the opportunity to serve on the board and feel very bittersweet about leaving such an excellent community (with such lovely parks!).

All the best,  
Jef

Minutes of the electronically conducted regular meeting of the City Commission held Monday, February 8, 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 Nancy Ridley, Acting City Clerk Chris Saladine and City Attorney Michael Homier

All present attended virtually via Zoom video conference.

#### Additions/Deletions to Agenda

City Manager Ridley requested City Commissioners consider adding Item #11 "Consider adopting approval of poverty exemption extension under PA 253 of 2020"; and Item #12 "Consider setting special meeting for training on Robert's Rules" to the agenda. There being no objections the items were added to the agenda.

#### Public Input on Agenda Items

Caleb Cary, 214 S. Pine Street, commented on correspondence to City Commission related to adult use marijuana application timelines.

Bob Busch, 422 S. Washington; Steve Swaney, 1405 Greenbrier; Jessica Jernigan, 302 E. High; Toby T. Busch, 900 Appian Way; Eric Chercover, 318 S. Cherry; John Dinse, 1206 E. High; Pat Heitman, 911 Elizabeth Court; Sara Prussing, 4439 Sterling Way; Maureen Eke, 912 Hopkins; Desirea Woodworth, 214 N. Arnold; and Theresa Turner, 608 S. Kinney spoke against censure for Vice Mayor Perschbacher.

Dustyn Coontz, Attorney for Vice Mayor Perschbacher, commented on his client's social media post and possible actions by the City Commission.

#### Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items.
  - a. Monthly report on police related citizen complaints received.
2. Correspondence received from Jared and Amanda Morningstar, 1105 Robert Ave.; Bruce Kilmer, 415 N. University; Robert Busch, 422 S. Washington; and Eric Chercover and Xanther Carp, 318 E. Cherry, regarding social media post. City Manager Ridley read communications received from Rorik Brooks, 618 E.

- Gaylord; Janet Peace, 425 S. Shepherd Rd. and Eric Chercover and Xanther Carp, 318 E. Cherry St. in support of Commissioner Perschbacher.
3. Correspondence received from Deborah Cary, 7434 E. Howard City Edmore Rd, regarding recreational marihuana ordinance.
  4. Traffic Control Committee meeting minutes. (October)

Item #6 "Bids and Quotations a. Street Overlays" was removed from the Consent Calendar.

Moved by Commissioner Gillis and supported 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 January 25, 2021.
2. Warrants dated January 26 & 27, 2021 and Payrolls dated January 22, 2021 all totaling \$526,020.56.

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

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Ronan and supported by Commissioner Alsager to approve the bid of Central Asphalt of Mt. Pleasant, Michigan for 2021 Street Overlay Project in the amount of \$309,000.

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

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Vice Mayor Perschbacher and supported by Commissioner Alsager to approve a budget amendment of \$95,000 from the Capital Improvement Fund to the General Fund Parks Department for the Island Park tennis/pickleball courts conversion, outdoor fitness equipment and Millpond Park parking lot repair.

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

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Alsager and supported by Commissioner Ronan to approve budget amendment so that \$16,260 from the Economic Initiatives Fund is

transferred to the TIFA-CBD to be used for the \$40,000 marketing and promotion planned as outlined by the TIFA Board.

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

NAYS: None

ABSENT: None

Motion unanimously adopted.

Vice Mayor Perschbacher abstained due to personal content of discussion.

Moved by Commissioner Tolas and supported by Commissioner Gillis to adopt the Resolution Regarding Censure of Vice Mayor Amy Perschbacher as presented.

Moved by Mayor Joseph and supported by Commissioner Alsager to amend the Resolution by removing items 1 and 3 from the Resolution presented.

AYES: Commissioners Alsager, Cyman, Joseph & Ronan

NAYS: Commissioners Gillis and Tolas

ABSENT: None

ABSTAINED: Commissioner Perschbacher

Motion carried.

The Commission considered the original motion as amended.

AYES: Commissioners Gillis and Tolas

NAYS: Commissioners Alsager, Cyman, Joseph & Ronan

ABSENT: None

ABSTAINED: Commissioner Perschbacher

Motion failed.

Moved by Commissioner Alsager and supported by Vice Mayor Perschbacher to approve the resolution adopting approval of poverty exemption extensions as presented. (CC Exh. 1-2021)

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

NAYS: None

ABSENT: None

Motion unanimously adopted.

Moved by Commissioner Alsager and supported by Vice Mayor Perschbacher to set a special meeting for Tuesday, March 2, 2021 at 7:00 p.m. for parliamentary procedure training.

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

NAYS: None

ABSENT: None

Motion unanimously adopted.



## Announcements on City-Related Issues and New Business

Commissioner Gillis reminded residents of available board and committee vacancies which are available on the city website; she announced that our police have been highlighted in the media for their partnership with RISE to assist those who have been impacted by domestic violence; and she encouraged the community to continue wearing masks, social distancing and hand washing to help against the spread of COVID-19.

Commissioner Alsager relayed information she received from CMU's Rural Medicine Program.

Commissioner Ronan indicated his support for the CMU Rural Medicine Program.

Mayor Joseph reminded community that a lot of people in the community are struggling right now. He encouraged volunteering if possible. He also showed support for Commissioner Gillis' reminder about taking precautions against COVID-19.

Commissioner Tolas asked about communications received.

The Commission recessed at 8:44 p.m. and went into work session at 8:52 p.m.

## WORK SESSION – Discuss Charter Amendments Proposed in 2020.

Mayor Joseph and City Manager Ridley led a discussion on possible Charter Amendments.

Discussion ensued.

General agreement was reached to first move forward with a rewrite of the resolution of four year terms for a 2022 vote.

Mayor Joseph adjourned the meeting without objection at 9:40 p.m.


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William L. Joseph, Mayor

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Chris Saladine, Acting City Clerk

COMMISSION LETTER #025-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: BIDS AND QUOTATIONS

a. DPS parking lot mill and resurface

Recently bids were sent out for the 2021 DPS Parking Lot Mill and Resurface Project as was planned for in the 2021 Operating Budget. Two bids were received for the project and staff recommends award of contract to the low bidder, Central Asphalt. It is therefore recommended the City Commission award the contract for the 2021 DPS Parking Lot Mill and Resurface Project to Central Asphalt in the amount of \$74,652.

Recommended Motion:

*Move to approve a contract with Central Asphalt for the 2021 DPS Parking Lot Mill and Resurface Project in the amount of \$74,652.*

NJR/ap

# Memorandum



TO: Nancy Ridley, City Manager  
FROM: Stacie Tewari, City Engineer  
DATE: February 10, 2021  
SUBJECT: Award Contract for the 2021 DPS Parking Lot Mill and Resurface Project Bid

Request:

The City Commission is requested to award the contract for the 2021 DPS Parking Lot Mill and Resurface to Central Asphalt, of Mt. Pleasant, for \$74,651.25.

Reason:

As part of the 2021 Capital Improvement Plan, the DPS Parking lots and driveways are scheduled for a mill and overlay. The project is scheduled to take approximately three weeks to complete, from June 7<sup>th</sup> to June 25<sup>th</sup>.

On Tuesday, February 9, 2021, the following bids were received.


Central Asphalt, Mt. Pleasant	\$74,651.25
Pyramid Paving and Contracting, Bay City	\$82,447.00

Recommendation:

I recommend the City Commission award the contract for the 2021 DPS Parking Lot Mill and Resurface Project to Central Asphalt for \$74,651.25. Funds are available from the DPS Operating Budget.

COMMISSION LETTER #026-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER CONFIRMATION OF MICHIGAN EMPLOYEES' RETIREMENT  
SYSTEM (MERS) AGREEMENT ADDENDUM FOR DEFINED CONTRIBUTION  
PLANS

Last month the City Commission confirmed the adoption agreement for the Michigan Employees Retirement System (MERS) defined benefit plans. As the attached memo from Finance Director Mary Ann Kornexl indicates, MERS is now requesting the same action be taken for the City's deferred compensation plans.

Like the previous documentation, this addendum does not change any eligibility criteria or benefits, but merely documents the existing practices and union contract work rules. The purpose of this reaffirmation is to ensure all provisions are properly documented to streamline the administration of the plans.

It is recommended the City Commission authorize Finance Director Mary Ann Kornexl to sign the agreement addendum as presented.

Recommended motion:

*Move to authorize the confirmation of the MERS Agreement Addendum for deferred compensation plans by Finance Director Mary Ann Kornexl as presented.*

NJR/ap

# Memorandum



TO: Nancy Ridley, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: February 2, 2021

SUBJECT: MERS Adoption Agreement Addendum

Effective January 1, 2020 the City added MERS 401 & 457 plans to give existing employees another investment vendor option for their deferred compensation retirement savings. All full-time employees can choose to participate in the deferred compensation retirement savings options. Some contracts and work rules provide for employer matching.

Last month the City Commission confirmed the provision of the MERS defined benefit plans. MERS has now requested the same for the deferred compensation plans. Therefore, the attached Adoption Agreement Addendum documents the provisions of the plan for eligibility and definition of compensation. Again, nothing has changed concerning these items. MERS indicates this addendum is necessary to provide more clarity consistent with administrative changes made by MERS.

**Requested Action:**

Please include approval of the Adoption Agreements for the MERS Defined Contribution Plan to confirm the current plan provision, on the February 22<sup>nd</sup> City Commission agenda.

## Defined Contribution Plan Adoption Agreement Addendum



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The employer, a participating municipality or court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Contribution (DC) Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

### I. Effective Date

The effective date shall be the first day of **January, 2021**.

II. Employer name Mt. Pleasant, City of

Municipality number 370101

This is an amendment of the existing MERS Defined Contribution Agreement.

Any changes to plan provisions apply to employees in the division on the effective date, as well as to new hires ongoing. Definitions will apply for all service accrued after the effective date.

Division number 110624

Division name City of Mt. Pleasant DC Plan

Note: This division should reflect how you currently define employees who are eligible to participate, for example, All full-time Employees, New hires after 1/1/2019, etc.

### III. Plan Eligibility

Only those employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. If an employee classification is **included** in the plan, then employees that meet this definition are required to participate in the plan and earn time toward vesting. All eligible employees must be reported to MERS.

Using your Division Name above, expand on the employee classifications that are eligible to participate in MERS, such as "Clerical staff working more than 160 hours in a month," "Elected Officials" or "Admin working >32 hours per week," etc.:

COAM/POAM - After 1/1/2019 = 3%	POLC - Prior to 1/31/2019 = 2%	TPOAM - Prior to 5/22/2017 = 1%	PACT - Prior to 1/1/2016 = 1%
COAM/POAM - After 1/1/2010 = 2%	POLC - After 1/1/2020 = 3%	TPOAM - After 5/22/2017 = 2%	PACT - After 1/1/2016 = 3% (automatic)

Employee classification contains **public safety employees**: ☒ Yes ☐ No

Public safety employees include: law enforcement, parole and probation officers, employees responsible for emergency response (911 dispatch, fire service, paramedics, etc.), public works, and other skilled support personnel (equipment operators, etc.).

## Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME:

DIV:

If you elect to include a special classification (chart below), then the employee will be required to participate in the employer and employee contributions adopted in your plan. An excluded classification will require additional information below.

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
<b>Temporary Employees:</b> Those who will work for the municipality fewer than ____ months in total.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Part-Time Employees:</b> Those who regularly work fewer than ____ per ____.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Seasonal Employees:</b> Those who will work for the municipality from ____ to ____ only.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Voter-Elected Officials</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Appointed Officials:</b> An official appointed to a voter-elected office.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Contract Employees</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Probationary Periods** (select one):

- ☐ Contributions will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, contributions will not be reported and service toward vesting will begin when probationary period has ended.

The probationary period will be \_\_\_\_ month(s).

Comments:

- ☒ Contributions will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.



## Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME:

DIV:

### IV. Provisions

#### 1. Leaves of Absence

Regardless of whether an employee is earning a wage while on the following types of leave:

- Third-party wages are not used in determining contributions for periods of leave.
- Vesting under elapsed time continues to accrue even if wages are not earned and contributions are zero.

*Note:* Employers who determine vesting based on an “hours-reported” method, should report actual worked hours for the month where there was a leave.

Types of leave include:

- Short Term and Long Term Disability
- Workers Compensation
- Unpaid Family Medical Leave Act (FMLA)

Leaves of absence due to military service are governed by the federal *Uniformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37).



## Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME:

DIV:

### 2. Definition of Compensation

The Definition of Compensation is used to determine participant and employer contributions. Wages are strongly recommended to be reported with regular wage/contribution reports to MERS. Contributions cannot exceed IRS limitations.

Select your Definition of Compensation here. If you choose to customize your definition, skip this table and proceed to page 5.

	<input checked="" type="checkbox"/> Base Wages	<input type="checkbox"/> Box 1 Wages	<input type="checkbox"/> Gross Wages
<b>Types of Compensation</b>			
<b>Regular Wages</b> Salary or hourly wage X hours PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified) On-call pay	All Regular Wages included	All Regular Wages included	All Regular Wages included
<b>Other Wages</b> Shift differentials Overtime Severance issued over time (weekly/bi-weekly)	Excluded	All Other Wages included	All Other Wages included
<b>Lump Sum Payments</b> PTO cash-out Longevity Bonuses Merit pay Job certifications Educational degrees Moving expenses Sick payouts Severance (if issued as lump sum)	Excluded	All Lump Sum Payments included	All Lump Sum Payments included
<b>Taxable Payments</b> Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement) Prizes, gift cards Personal use of a company car Car allowance	Excluded	All Taxable Payments included	All Taxable Payments included
<b>Reimbursement of Nontaxable Expenses</b> (as defined by the IRS) Gun, tools, equipment, uniform Phone Fitness Mileage reimbursement Travel through an accountable plan (i.e. tracking mileage for reimbursement)	Excluded	Excluded	Excluded
<b>Types of Deferrals</b>			
<b>Elective Deferrals of Employee Premiums/Contributions</b> 457 employee and employer contributions 125 cafeteria plan, FSAs and HSAs IRA contributions	All Elective Deferrals included	Excluded	All Elective Deferrals included
<b>Types of Benefits</b>			
<b>Nontaxable Fringe Benefits of Employees</b> Health plan, dental, vision benefits Workers compensation premiums Short- or Long-term disability premiums Group term or whole life insurance < \$50,000	All Nontaxable Fringe Benefits included	Excluded	All Nontaxable Fringe Benefits included
<b>Mandatory Contributions</b>	All Mandatory Contributions included	Excluded	All Mandatory Contributions included
<b>Taxable Fringe Benefits</b> Clothing reimbursement Stipends for health insurance opt out payments Group term life insurance > \$50,000	Excluded	Excluded	All Taxable Fringe Benefits included
<b>Other Benefits / Lump Sum Payments</b> Workers compensation settlement payments	Excluded	Excluded	All Other Lump Sum Benefits included

## Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME:

DIV:

**SKIP THIS TABLE** if you selected one of the standard definitions of compensation on page 4.

☐ **CUSTOM:** If you choose this option, you must select boxes in each section you would like to include in your Definition of Compensation. You will be responsible for additional reporting details to track custom definitions.

### Types of Compensation

#### Regular Wages

☐ Salary or hourly wage X hours

☐ On-call pay

☐ PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)

☐ Other: \_\_\_\_\_

**Other Wages** apply: YES ☐ NO ☐

☐ Shift differentials

☐ Severance issued over time (weekly/bi-weekly)

☐ Overtime

☐ Other: \_\_\_\_\_

**Lump Sum Payments** apply: YES ☐ NO ☐

☐ PTO cash-out

☐ Educational degrees

☐ Longevity

☐ Moving expenses

☐ Bonuses

☐ Sick payouts

☐ Merit pay

☐ Severance (if issued as lump sum)

☐ Job certifications

☐ Other: \_\_\_\_\_

**Taxable Payments** apply: YES ☐ NO ☐

☐ Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)

☐ Prizes, gift cards

☐ Car allowance

☐ Personal use of a company car

☐ Other: \_\_\_\_\_

**Reimbursement of Nontaxable Expenses** (as defined by the IRS) apply: YES ☐ NO ☐

☐ Gun, tools, equipment, uniform

☐ Mileage reimbursement

☐ Phone

☐ Travel through an accountable plan (i.e. tracking mileage for reimbursement)

☐ Fitness

☐ Other: \_\_\_\_\_

### Types of Deferrals

**Elective Deferrals of Employee Premiums/Contributions** apply: YES ☐ NO ☐

☐ 457 employee and employer contributions

☐ IRA contributions

☐ 125 cafeteria plan, FSAs and HSAs

☐ Other: \_\_\_\_\_

### Types of Benefits

**Nontaxable Fringe Benefits of Employees** apply: YES ☐ NO ☐

☐ Health plan, dental, vision benefits

☐ Group term or whole life insurance < \$50,000

☐ Workers compensation premiums

☐ Short- or Long-term disability premiums

☐ Other: \_\_\_\_\_

**Mandatory Contributions** apply: YES ☐ NO ☐

**Taxable Fringe Benefits** apply: YES ☐ NO ☐

☐ Clothing reimbursement

☐ Group term life insurance > \$50,000

☐ Stipends for health insurance opt out payments

☐ Other: \_\_\_\_\_

**Other Benefits / Lump Sum Payments** apply: YES ☐ NO ☐

☐ Workers compensation settlement payments

☐ Other: \_\_\_\_\_

## Defined Contribution Plan Adoption Agreement Addendum

EMPLOYER NAME:

DIV:

### 3. Forfeiture

A forfeiture occurs when a participant separates from employment prior to meeting the associated elapsed time (or hours reported) to receive vesting. The percentage of his/her employer contribution account balance that has not vested as of the date of termination will forfeit after 12 consecutive months following the termination date reported by the employer, or earlier, if the System distributes the participant's vested portion. MERS will utilize an available forfeiture balance as an automatic funding source applied to reported employer contributions at the time of reporting.

### V. Execution:

#### Authorized Designee of Governing Body of Municipality or Chief Judge of Court

This foregoing Addendum is hereby approved by

at a Board Meeting which took place on: \_\_\_\_\_  
(mm/dd/yyyy)

Authorized Signature: \_\_\_\_\_


Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

COMMISSION LETTER #027-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER RECOMMENDATION FROM THE PLANNING COMMISSION  
TO REAPPOINT COREY FRIEDRICH AS THE REPRESENTATIVE OF THE  
PLANNING COMMISSION TO THE ZONING BOARD OF APPEALS

Attached is a communication from City Planner Jacob Kain recommending the appointment of Mr. Corey Friedrich to serve as the Planning Commission representative on the Zoning Board of Appeals. Mr. Friedrich has served as the representative since 2015 and is being recommended by the Planning Commission to serve again in 2021. It is recommended the City Commission support the recommendation of the Planning Commission and appoint Mr. Friedrich.

Recommended Motion:

*Move to approve the appointment of Cory Friedrich as the representative of the Planning Commission to the Zoning Board of Appeals for a one-year term as recommended by the Planning Commission.*

NJR/ap



# Memorandum



TO: Nancy Ridley  
City Manager

CC: William R. Mrdeza  
Director of Community Services & Economic Development

Brian Kench  
Building Official

FROM: Jacob Kain  
City Planner

DATE: February 9, 2021


SUBJECT: Zoning Board of Appeals crossover member

At their meeting on February 4, the Planning Commission recommended that Corey Friedrich continue to serve as the crossover member to the Zoning Board of Appeals.

**Requested Action:**

Receive the Planning Commission's recommendation to appoint Corey Friedrich as the Planning Commission crossover member to the Zoning Board of Appeals.

COMMISSION LETTER #028-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CONSIDER ADDITIONAL DRAIN EASEMENT TO THE ISABELLA COUNTY  
DRAIN COMMISSIONER FOR MISSION CREEK

In September 2020, the City Commission authorized the Mayor to sign easement documents to the Isabella County Drain Commissioner for a drain easement across the Mt. Pleasant Center Property. At that time, it was indicated that we may be bringing an additional easement to extend that drainage easement to the east through Mission Creek Park to the City limits.

The attached communication from City Engineer Stacie Tewari indicates that it is has been determined it would be advantageous to extend that drain easement to the east. We are therefore recommending the City Commission authorize the Mayor to sign the easement as presented.

Recommended Motion:

*Move to authorize the Mayor to sign the appropriate documents for a drain easement across Mission Creek Park as presented.*

NJR/ap

# Memorandum



TO: Nancy Ridley, City Manager  
FROM: Stacie Tewari, City Engineer  
DATE: February 5, 2021

SUBJECT: Granting of an Additional Drain Easement for the Mission Creek from Crawford Road to the City Limits East of Crawford Road in Mission Creek Park

The City Commission is requested to authorize the mayor to grant the Isabella County Drain Commissioner (ICDC) a drain easement over the Mission Creek Drain in Mission Creek Park in order to transfer jurisdiction of the drain to the ICDC per the attached easement document. Per the city attorney, a public vote is not required for this easement in the park, because this would not involve a property transfer.

In the fall of 2020, the City Commission approved granting of a drain easement to the ICDC over Mission Creek from Bamber Road to just east of Crawford Road in the Mission Creek Park. The purpose of this easement is to complete an overall drainage improvement project to include removal of the Mission Creek Dam, upgrade of the Bamber and Crawford Road culverts, and drain cleanout work. This project will improve drainage conditions for the entire drainage district including the Mt. Pleasant Center Property. This project work is currently out for bid by the ICDC, and construction will begin in spring of 2021.

City DPW and Parks staff have determined that it would be an advantage to the city to grant the ICDC the remainder of the drain easement for the Mission Creek to the east city limits, so that the ICDC has the ability to maintain and/or improve the entirety of the Mission Creek within the city limits. Maintenance work within the drain on city properties would become the responsibility of the ICDC, and the cost of any future work would be distributed amongst the owners in the drainage district by special assessment after any remaining funds were used in the drainage district fund balance. Granting of this easement is not required to complete the 2021 construction project, but the additional easement would be a benefit for future drain work.

We recommend that the City Commission authorize the mayor to execute the easement to the ICDC for the Mission Creek Drain.

**DRAIN EASEMENT**  
**PPN 17-000-15-225-00**

**MISSION CREEK DRAIN #471**

For and in consideration of Zero Dollars (\$0.00) and the prospective benefits to be derived because of the establishment, construction, operation, maintenance, and improvement of the Mission Creek Drain #471 ("Drain"), a county drain under the supervision of the Isabella County Drain Commissioner, whose address is 200 North Main Street, Room 140, Mt. Pleasant, Michigan 48858 ("Drain Commissioner");

**The City of Mount Pleasant, a Michigan municipal corporation**, whose address is 320 West Broadway, Mt. Pleasant, Michigan 48858 (hereafter "Landowner"), which is the owner of lands described in **Exhibit A** ("Property"), now conveys and releases to the Mission Creek Drain Drainage District ("Drainage District"), whose address is 200 North Main Street, Room 140, Mt. Pleasant, Michigan 48858, a non-exclusive easement for purposes of establishment, construction, operation, maintenance, and improvement of said Drain over and across the Property ("Easement"), as described and depicted in the attached **Exhibit A** ("Easement Area").

This conveyance shall be deemed a sufficient conveyance to vest in the Drainage District an easement over the Easement Area for the uses and purposes of drainage with such rights of entry upon, passage over, storing of equipment and materials including excavated earth (with equipment and material not being stored for a period exceeding 90 days) as may be necessary or useful for the establishment, construction, operation, maintenance, and improvement of the Drain.

This conveyance shall also be deemed sufficient to vest in the Drainage District an easement over the Easement Area for the clearing and/or grading of the Easement Area and the reasonable spreading and/or removal of materials excavated from the Easement Area. Any such spreading shall be done in a careful manner so as to minimize harm to the Easement Area.

Non-movable or permanent structures shall not be constructed by Landowner, its agents, employees, or contractors within the specific limits of the Easement Area without the prior written consent of the Drainage District, which consent will not be unreasonably withheld. Notwithstanding the above, Landowner shall have the right to install crossings within the Easement Area, upon receiving necessary permitting and approval from the Drainage District, which shall not be unreasonably withheld.



To the extent allowed by law, the Drainage District shall defend, indemnify and hold Landowner harmless from and against any and all claims, liabilities, costs, losses, expenses (including reasonable attorney fees) and damages for personal injuries and property damage arising from or relating to the Drainage District's use of the Easement Area.

This Easement shall be binding upon Landowner and the Drainage District, their heirs, assigns, successors in interest and successors in office and be deemed to run with the land in perpetuity.

Exempt pursuant to: MCL 207.505(a) and MCL 207.526(a).

THE CITY OF MOUNT PLEASANT,  
a Michigan municipal corporation.

Dated: \_\_\_\_\_

\_\_\_\_\_  
By: William Joseph  
Its: Mayor

STATE OF MICHIGAN                    )  
  )ss.  
COUNTY OF ISABELLA                )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for said County, personally appeared William Joseph, Mayor of the City of Mount Pleasant, to me known to be the person described in and who executed the foregoing instrument and acknowledged the same to be his free act and deed.

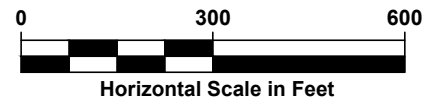
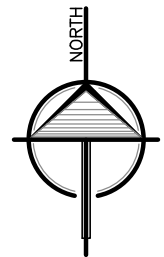
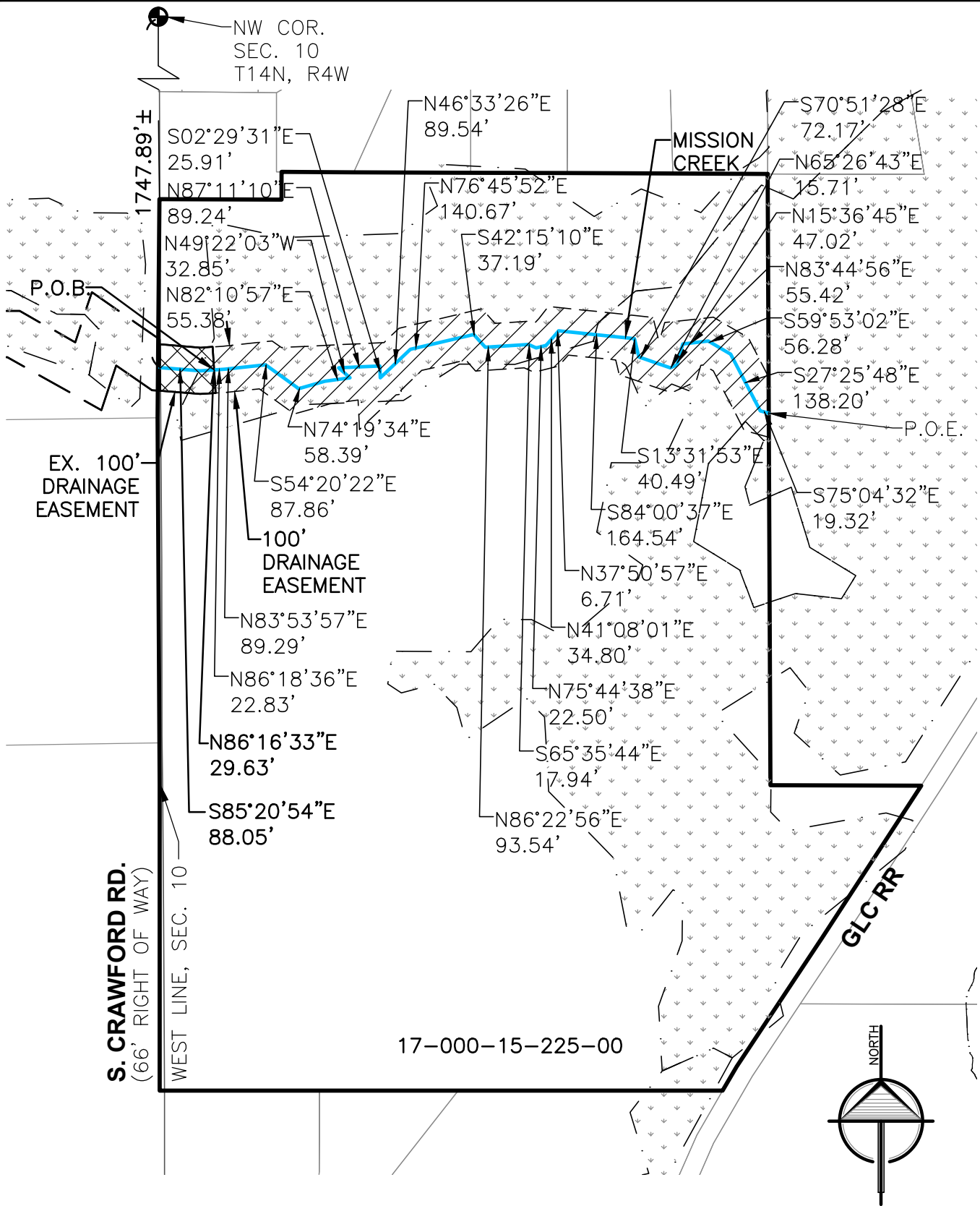
\_\_\_\_\_  
\_\_\_\_\_  
Notary Public  
State of Michigan, County of \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_  
Acting in the County of \_\_\_\_\_

**Drafted By:**

Cole D. Hedrick (P81919)  
Fahey Schultz Burzych Rhodes PLC  
4151 Okemos Road  
Okemos, MI 48864  
(517) 381-0100

**When Recorded Return To:**

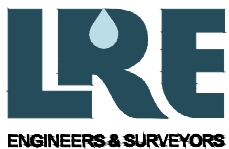
Robert Willoughby  
Isabella County Drain Commissioner  
200 North Main Street, Room 140  
Mt. Pleasant, Michigan 48858  
(989) 317-4072



SHEET 1 OF 2

**EXHIBIT A**

DATE: 01/18/2021  
 PROJECT: 18-105



2121 3 Mile Rd. NW  
 Walker, MI 49544  
 Ph: 616-301-7888  
 www.LREMI.com

## **PROPERTY DESCRIPTION**

SW 1/4 OF NW 1/4, SECTION 10, T 14 N, R 4 W, EXCEPT A PARCEL BEGINNING AT THE NW CORNER, THENCE EAST ALONG THE NORTH 1/8 LINE 264 FEET, SOUTH 60 FEET, WEST PARALLEL WITH THE 1/8 LINE 264 FEET TO THE WEST LINE, NORTH 60 FEET TO POINT OF BEGINNING; AND THE N 1/2 OF THE NW 1/4 OF THE SW 1/4, SECTION 10, T 14 N, R 4 W, EXCEPT THE RAILROAD RIGHT-OF-WAY AND ANY LAND EAST OF THE RAILROAD RIGHT-OF-WAY.

## **EASEMENT DESCRIPTION**

AN EASEMENT FOR DRAINAGE PURPOSES INCLUDED WITHIN A STRIP OF LAND: LYING 50 FEET EACH SIDE OF THE CENTERLINE BEING PART OF THE WEST 1/2 OF SECTION 10, T14N, R4W, MORE PARTICULARLY DESCRIBED AS:

COMMENCING AT THE NORTHWEST CORNER, SECTION 10, T14N, R4W; THENCE SOUTH ALONG THE WEST LINE OF SAID SECTION 1747.89 FEET MORE OR LESS FEET TO THE CENTERLINE OF MISSION CREEK; THENCE SOUTH 85°20'54" EAST 88.05 FEET; THENCE NORTH 86°16'33" EAST 29.63 FEET TO THE POINT OF BEGINNING; THENCE NORTH 86°18'36" EAST 22.83 FEET; THENCE NORTH 83°53'57" EAST 89.29 FEET; THENCE SOUTH 54°20'22" EAST 87.86 FEET; THENCE NORTH 74°19'34" EAST 58.39 FEET; THENCE NORTH 82°10'57" EAST 55.38 FEET; THENCE NORTH 49°22'03" WEST 32.85 FEET; THENCE NORTH 87°11'10" EAST 89.24 FEET; THENCE SOUTH 02°29'31" EAST 25.91 FEET; THENCE NORTH 46°33'26" EAST 89.54 FEET; THENCE NORTH 76°45'52" EAST 140.67 FEET; THENCE SOUTH 42°15'10" EAST 37.19 FEET; THENCE NORTH 86°22'56" EAST 93.54 FEET; THENCE SOUTH 65°35'44" EAST 17.94 FEET; THENCE NORTH 75°44'38" EAST 22.50 FEET; THENCE NORTH 41°08'01" EAST 34.80 FEET; THENCE NORTH 37°50'57" EAST 6.71 FEET; THENCE SOUTH 84°00'37" EAST 164.54 FEET; THENCE SOUTH 13°31'53" EAST 40.49 FEET; THENCE SOUTH 70°51'28" EAST 72.17 FEET; THENCE NORTH 65°26'43" EAST 15.71 FEET; THENCE NORTH 15°36'45" EAST 47.02 FEET; THENCE NORTH 83°44'56" EAST 55.42 FEET; THENCE SOUTH 59°53'02" EAST 56.28 FEET; THENCE SOUTH 27°25'48" EAST 138.20 FEET; THENCE SOUTH 75°04'32" EAST 19.32 FEET TO THE POINT OF ENDING.

EASEMENT CONTAINS 3.44 ACRES



2121 3 Mile Rd. NW  
Walker, MI 49544  
Ph: 616-301-7888  
www.LREMI.com


SHEET 2 OF 2

DATE: 01/19/2021  
PROJECT: 18-105

**EXHIBIT A**

COMMISSION LETTER #029-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: RECEIVE AN ORDINANCE TO AMEND SECTIONS 52.12 AND 52.29 OF  
CITY CODE REGARDING CROSS CONNECTIONS AND SET A PUBLIC  
HEARING FOR MARCH 8, 2021

The attached memo from DPW Director Jason Moore provides the background on a proposed ordinance amendment to Chapter 52-Water of the Mt. Pleasant City Code. As outlined in his memo, requirements regarding cross connection regulations by the Michigan Department of Environment, Great Lakes and Energy (EGLE) for residential inspections prompted an update to the City's Cross Connection Control Plan (CCCP), which in turn prompted an update to the water ordinance (Chapter 52).

Staff recommends an ordinance to amend sections 52.12: Cross Connections and 52.29: Right of Entry of City Employees too include the required inspections for residential properties. A redline/strikeout version of the proposed ordinance is attached. Assuming the required ordinance change is approved after the public hearing on March 8, a recommended contract for a third party to complete the inspections will be recommended.

It is recommended the City Commission receive the proposed ordinance and set a public hearing for March 8, 2021 to obtain public input.

Recommended Motion:

*Move to accept the ordinance to amend Sections 52.12 (Cross Connections) and 52.29(Right of Entry of City Employees) of the Mt. Pleasant City Code and set a public hearing for March 8, 2021 on the same.*

NJR/ap

# Memorandum



TO: Nancy Ridley, City Manager

FROM: Jason Moore, DPW Director

DATE: February 10, 2021

SUBJECT: Water Ordinance Changes Regarding Cross Connection  
Receive Draft Ordinance Language and Schedule Public Hearing

## Request:

The City Commission is requested to receive the proposed draft water ordinance language and schedule a public hearing for March 8, 2021.

## Reason:

Due to requirements regarding cross connection regulations by the Michigan Department of Environment, Great Lakes and Energy (EGLE), the City's Cross Connection Control Plan (CCCP) needs to be updated. Due to some added requirements in the plan, the water ordinance requires updating.

The attached draft changes the references to the Department of Environmental Quality to the new department name. It also adds a section defining the testing requirement of the plan. The Right of Entry section includes updates to allow for designated agents to do the inspections, defines in greater detail the consequences of refusing or neglecting to make needed repairs, and what information may be required to complete the inspection process.

For several years the City has been conducting inspections of commercial properties through a firm with expertise in this area. Part of the required update to the CCCP includes the addition of residential inspections. To meet current EGLE requirements, we have issued an RFP to companies capable of doing these inspections along with the commercial properties that were already being done.

The RFP included the requirement that an exterior survey of 1/5 of the residential properties served by the City water system would be done in each of the next five years. The inspections will identify all outside hose bibbs, lawn irrigation systems, wells, pools, spas, and any other water source connected to the potable water system. Verification will be made that proper cross connection controls are in place. Up to six hose bibb vacuum breakers will be provided per commercial property and up to four per residential. Once this five year cycle is completed, EGLE regulations require that inspections occur every 10 to 15 years.

If a public hearing is set for the meeting of March 8, we will also be requesting approval of a five-year contract for these inspections services at that meeting.

## Recommendation:

The City Commission is requested to review the proposed draft water ordinance language and schedule a public hearing for March 8, 2021.

**CITY COMMISSION  
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner \_\_\_\_\_, supported by Commissioner \_\_\_\_\_, moved for adoption of the following ordinance:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTIONS 52.12 AND 52.29 OF CITY CODE REGARDING  
CROSS CONNECTIONS**

**IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF MOUNT PLEASANT:**

**Section 1. Amendment to Section 52.12.**

Section 52.12 of the City Code entitled "Cross Connections" is hereby amended to read, in its entirety, as follows:

**§ 52.12 CROSS CONNECTIONS.**

(A) Cross connections within the public water supply system are defined as a connection or arrangement of piping or appurtenances through which water of questionable quality, wastes or other contaminants can enter the public water supply system.

(B) Adoption of rules. The water supply cross connection rules of the Michigan Department of ~~Environmental Quality~~Environment, Great Lakes and Energy being R325.11401 to R325.11407 of the Michigan Administrative Code and any amendments thereto are hereby adopted by reference.

(C) Inspections. Inspections shall be made of all properties served by the public water supply where cross connections with the public water supply are deemed possible. The frequency of inspections and re-inspections based on potential health hazards involved shall be as established by the Water Department in the Cross Connection Control Program and as approved by the Michigan Department of ~~Environmental Quality~~Environment, Great Lakes and Energy.

(D) Discontinuance of water service. The Water Department is hereby authorized and directed to discontinue water service after reasonable notice to any property wherein any connection in violation of this section exists, and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water supply system. Water service to such property shall not be restored until the cross connection has been eliminated in compliance with the provisions of this section.

(E) Posting "Water Unsafe for Drinking." The potable water supply made available on the properties served by the public water supply system shall be protected from possible contamination as specified by the Michigan Department of ~~Environmental Quality~~Environment, Great Lakes and Energy and by the state and city plumbing codes. Any water outlet which could be used for potable

or domestic purposes and which is not supplied by the potable system must be labeled in a conspicuous manner as:

#### WATER UNSAFE FOR DRINKING

(F) This section does not supersede the state and city plumbing codes, but is supplementary to them.

(G) Testing. That all testable backflow prevention assemblies shall be tested initially upon installation, relocation and/or repair to be sure that the assembly is working properly. Subsequent testing of assemblies shall be on an annual basis or as required by the City and in accordance with Michigan Department of Environment, Great Lakes and Energy requirements. Only individuals that hold an active ASSE 5110 approved backflow testing tester's certification shall be qualified to perform such testing. Each tester shall also be approved by the City. That individual(s) shall certify the results of his/her testing and provide copies of such certification to the city.

(Ord. 899, passed 7-26-04) [Penalty, see § 52.99](#)

#### **Section 2. Amendment to Section 52.29.**

Section 52.29 of the City Code entitled "Right of Entry of City Employees" is hereby amended to read, in its entirety, as follows:

#### **§ 52.29 RIGHT OF ENTRY OF CITY EMPLOYEES.**

The inspectors, designated agents and/or employees of the Division of Public Works shall have power and authority at all reasonable hours to enter upon any premises where water is furnished from the city waterworks system for the purpose of reading meters or the inspection of all pipes and fixtures connected with said waterworks system, and they shall have authority to require any defective pipes or fixtures to be repaired, removed or replaced at the water customer's expense if such fixtures are not in compliance with the provisions of the regulations pertaining to the waterworks system. Any person refusing or neglecting to make such repairs shall be in violation of this chapter and shall constitute grounds for disconnecting water service to the premises until such requirements have been satisfactorily met. On request, the owner, lessees, or occupants of any property so served shall furnish to the inspection agency any pertinent information regarding the piping system(s) on such property. The refusal of such information or refusal of access, when requested, shall be deemed evidence of the presence of a cross connection.-

(Ord. 774, passed 8-28-95) [Penalty, see § 52.99](#)

#### **Section 3. Publication and Effective Date.**

The City Clerk will cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance will take effect 30 days after its adoption.

YEAS: Commissioner(s) \_\_\_\_\_  
NAYS: Commissioner(s) \_\_\_\_\_  
ABSTAIN: Commissioner(s) \_\_\_\_\_  
ABSENT: Commissioner(s) \_\_\_\_\_

**CERTIFICATION**

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on \_\_\_\_\_, 2021.

Date: \_\_\_\_\_, 2021

\_\_\_\_\_  
William L. Joseph, Mayor

Date: \_\_\_\_\_, 2021

\_\_\_\_\_  
Christopher Saladine, City Clerk

Introduced: \_\_\_\_\_, 2021

Adopted: \_\_\_\_\_, 2021


Published: \_\_\_\_\_, 2021

Effective: \_\_\_\_\_, 2021



COMMISSION LETTER #030-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: RECEIVE AN ORDINANCE TO AMEND SECTIONS 154.203.F AND 154.410.B AND TABLE 154.410.A OF THE MT. PLEASANT ZONING ORDINANCES TO PERMIT RESIDENTIAL/DWELLING USES UNDER CERTAIN CIRCUMSTANCES AND SET A PUBLIC HEARING FOR MARCH 22, 2021 ON THE SAME

The attached memo from City Planner Jacob Kain provides the background and recommendation from the Planning Commission regarding a proposed ordinance amendment to permit ground-level residential uses in certain circumstances. In addition to his memo, attached is the draft ordinance and draft Planning Commission minutes from when the public hearing on this matter was held.

It is recommended the City Commission receive the proposed ordinance amendment as recommended by the Planning Commission and set a public hearing for March 22, 2021 on the same.

Recommended Motion:

*Move to accept the ordinance to amend sections 154.203F and 154.410.B and Table 154.410.A of the Mt. Pleasant Zoning Ordinances to permit residential/dwelling uses under certain circumstances as recommended by the Planning Commission and set a public hearing for March 22, 2021 on the same.*

NJR/ap

# Memorandum



TO: Nancy Ridley  
City Manager

CC: William R. Mrdeza  
Director of Community Services and Economic Development

FROM: Jacob Kain  
City Planner

DATE: February 9, 2021

SUBJECT: Text Change 21-01

In August 2020, the City Commission referred a potential amendment to the zoning ordinance to the Planning Commission that would permit ground-level residential uses in certain circumstances in areas where such use has historically be prohibited and is currently prohibited by a special requirement on the zoning map. The areas impacted by the proposed change are located in Downtown and portions of S. Mission Street.

A public hearing on the proposed text change was held on February 4, 2021. As indicated in the attached draft minutes, there were no public comments on the subject. Following the public hearing, the Planning Commission recommended that the City Commission approve Text Change 21-01.

## **REQUESTED ACTION:**

The City Commission receive the Planning Commission recommendation and set a public hearing on the proposed text change for March 22, 2021.

## **Attachments:**

1. Draft ordinance
2. Draft minutes – February 4, 2021 Planning Commission meeting (excerpt)

**CITY COMMISSION  
CITY OF MOUNT PLEASANT**

Isabella County, Michigan

Commissioner \_\_\_\_\_, supported by Commissioner \_\_\_\_\_, moved adoption of the following ordinance:

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE TO AMEND SECTIONS 154.203.F AND 154.410.B AND TABLE 154.410.A OF THE MOUNT PLEASANT ZONING ORDINANCES TO PERMIT RESIDENTIAL/DWELLING USES UNDER CERTAIN CIRCUMSTANCES.**

It is Hereby Ordained by the People of the City of Mount Pleasant:

Section 1. Amendment. Section 154.203.F amended to read as follows:

A designation of Residential/Dwelling Use Restriction prohibits Uses categorized as Residential/Dwelling Uses within the ground floor of Buildings within the designated area, irrespective of whether Residential/Dwelling Use would otherwise be permitted within the applicable District or Civic Zone, except as permitted by Special Use Permit under Section 154.410.B.

Section 2. Addition. A new subsection 154.410.B.4.i is added to the Mount Pleasant Zoning Ordinances to read as follows:

- i. Dwelling Units located on the ground level in a Mixed Use Building where otherwise prohibited by the Residential/Dwelling Use Restriction must comply with the following:
  - i. No residential uses permitted within the first 50' of the ground level building depth measured from the façade of the building along any Frontage.
  - ii. Non-residential spaces along the Frontage must maintain direct interior access to the rear of the building for deliveries, waste management and access.

Section 3. Renumbering. The subsection currently labeled 154.410.B.4.i, which provides special use permit standards for Foster Family Group Homes, and all subsequent subsections within subsection 154.410.B.4 are renumbered (j through z) to accommodate the new subsection provided above.

Section 4. Amendment to Table. The portion of Table 154.410.A pertaining to "residential / dwelling uses" shall be amended to indicate that Dwelling Units located on the ground level in a Mixed Use Building where otherwise prohibited by the Residential/Dwelling Use Restriction are permitted as special uses in the CD-4 and CD-5 character districts. Accordingly, that portion of the table shall appear as follows:

District	CD-3L	CD-3	CD-4	CD-5	SD-H	SD-I	SD-RC	SD-A	CZ
Dwelling Units located on the ground level in a Mixed Use Building where otherwise prohibited by the Residential/Dwelling Use Restriction			SUP	SUP					

Section 5. Publication and Effective Date. The City Clerk shall cause to be published a notice of adoption of this ordinance within 10 days of the date of its adoption. This ordinance shall take effect 30 days after its adoption.

YEAS: Commissioner(s) \_\_\_\_\_

NAYS: Commissioner(s) \_\_\_\_\_

ABSTAIN: Commissioner(s) \_\_\_\_\_

ABSENT: Commissioner(s) \_\_\_\_\_

**CERTIFICATION**

As the City Clerk of the City of Mount Pleasant, Isabella County, Michigan, I certify this is a true and complete copy of an ordinance adopted by the Mount Pleasant City Commission at a regular meeting held on \_\_\_\_\_, 2021.

\_\_\_\_\_  
William L. Joseph, Mayor

\_\_\_\_\_  
Chris Saladine, City Clerk

PC Hearing: February 4, 2021  
Introduced: \_\_\_\_\_, 2021  
Adopted: \_\_\_\_\_, 2021  
Published: \_\_\_\_\_, 2021  
Effective: \_\_\_\_\_, 2021

Kain shared photos of the current site conditions of the cultivation building where a previous special use permit has been issued for a Class C medical marihuana grower special use permit and the proposed request to co-locate a Class C adult-use marihuana grower in the same building.

Kain noted that there have been some significant exterior improvements to the building from the rear of the building.

Kain concluded his report recommending approval subject to the following conditions:

1. The applicant shall comply with all special use permit criteria for adult-use marihuana establishments as well as the specific criteria applying to Growers.
2. The applicant shall comply with the conditions imposed in the approval of Special Use Permit 20-05 and Site Plan Review 20-06.

Discussion took place.

Julie Moorehead and Adrien Alvarez were on hand to answer questions. A brief discussion took place.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Friedrich, support by Kostrzewa, to approve SUP-21-03 subject to the following conditions:

1. The applicant shall comply with all special use permit criteria for adult-use marihuana establishments as well as the specific criteria applying to Growers.
2. The applicant shall comply with the conditions imposed in the approval of Special User Permit 20-05 and Site Plan Review 20-06.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman

Nays: None

Abstained: Rise

Motion approved 8-0.

**C. TC-21-01** – A proposed ordinance to amend Sections 154.203.F and 154.410.B and Table 154.10.A of the zoning ordinance to permit residential/dwelling uses under certain circumstances.

Kain introduced TC-21-01 that would allow under certain circumstances, ground level residential units. The proposed special use criteria include:

1. No residential uses permitted within the first 50' of the ground level building depth measured from the façade of the building along any frontage.
2. Non-residential spaces along the Frontage must maintain direct interior access to the rear of the building for deliveries, waste management and access.

Chair Hoenig opened the public hearing. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Motion by Dailey, support by Friedrich, to recommend that the City Commission adopt Text Change 21-01.

Roll Call Vote:

Ayes: Dailey, Friedrich, Hoenig, Irwin, Kingsworthy, Kostrzewa, Liesch, Ortman, Rise  
Nays: None

Motion was approved unanimously.

#### **VIII. Public Comments:**

Chair Hoenig open public comments.

Tim Bebee, Central Michigan Survey & Development, apologized for being late and missing his presentation on his agenda item due to the bad weather conditions.

Kain noted that there were no other public comments submitted electronically.

There being no one else who wished to speak, public comment was closed.

#### **IX. Site Plan Reviews:**

None


#### **X. Unfinished Business:**

None

#### **XI. New Business:**

**A. Recommend a Planning Commission Representative to the Zoning Board of Appeals.**

COMMISSION LETTER #031-21  
MEETING DATE: FEBRUARY 22, 2021

TO: MAYOR AND CITY COMMISSION FEBRUARY 17, 2021  
FROM: NANCY RIDLEY, CITY MANAGER   
SUBJECT: CONSIDER CONFIRMATION OF APPOINTMENT OF CITY CLERK

The City Charter provides that certain administrative officials be officially appointed by the City Commission. It has been the City's practice to follow normal staff hiring processes for such positions and then request the City Commission confirm the appointment.

The attached memo from Finance Director Mary Ann Kornexl outlines the background on the vacancy, the recruitment process and the offer of employment. We are recommending the City Commission complete the process by confirming the appointment of Heather Bouck as the Mt. Pleasant City Clerk. Upon your confirmation we look forward to the contributions that Ms. Bouck will make to the City upon her employment start date of March 22, 2021.

As indicated in Ms. Kornexl's communication, we also recommend that you follow our standard practice of appointing two deputy clerks that can assist in the Clerk's absence.

Recommended Motion:

*Move to confirm the appointment of Heather Bouck as City Clerk and Chris Saladine and Mary Ann Kornexl as Deputy City Clerks.*

NJR/ap

# Memorandum



TO: Nancy Ridley, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: February 10, 2021

SUBJECT: City Clerk Recommendation

In August of 2020, Jeremy Howard tendered his resignation as City Clerk to accept the City Manager position in the City of Clare. Due to the upcoming national election, it was decided to wait to begin the recruiting process until after the election. The recruiting process began in December by advertising thru usual media sites and the Clerks and Treasurers Michigan professional organizations. Forty applications were received. Seven candidates were selected for an initial interview conducted via zoom and then three candidates were invited to an in person interview. Two candidates then met with Susanne Gandy, Nancy Ridley, Chris Saladine & myself and reference checks were completed by Human Resources.

The top candidate from this recruiting process is Heather Bouck and she has been provided an offer of employment to be confirmed by the City Commission. Heather comes to us from Delta Charter Township in the Lansing area. She has worked at Delta Township since 2005. At Delta Township she worked for two elected Township Clerks performing election administration, support to the Township Board, legal publications, ordinance codification and sale of cemetery lots. Since 2013, her primary duties have been in the assessing department but she has continued to support the clerk's department. She has a Bachelor of Arts Degree, Human Resources from Michigan State University. She holds certifications as an Election Official and Michigan Advanced Assessing Officer (MAAO). She has completed the Michigan Association of Municipal Clerks Institute (3 Year Institute that is a pre-requisite to becoming a Certified Municipal Clerk). We are confident that Heather will be successful fulfilling the City Clerk position and look forward to her contributions to the City.

## **Requested Action:**

We recommend the City Commission confirm the appointment of Heather Bouck as City Clerk. Heather will attend the City Commission meeting and if confirmed, we will introduce her to the City Commission and the public. Heather's employment will start on March 22, 2021.

It has been our practice to also appoint a Deputy Clerk to perform the Clerk duties in the Clerk's absence. Therefore, I recommend the City Commission also appoint Chris Saladine & myself as Deputy Clerks.



CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 1/29/21-2/12/21

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
02/03/2021	CITY TREASURER-PAYROLL FUND	REG PAY #506, 2/5/21	\$253,870.11
02/03/2021	MERCANTILE BANK OF MICHIGAN	WATER SUPPLY SYS REV BOND	11,136.00
02/04/2021	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	68,324.17
02/09/2021	STATE OF MICHIGAN	CONTRACT SVCS	50.00
02/11/2021	ABC FASTENER GROUP, INC	SUPPLIES	34.39
02/11/2021	AL FOOR, JR STATEWIDE DISTRIBUTOR	SUPPLIES	242.00
02/11/2021	ATI GROUP	CONTRACT SVCS	4,388.95
02/11/2021	AXIOM WIRING SERVICE, LLC	CONTRACT SVCS	1,417.67
02/11/2021	DENBOER - BATTERIES PLUS	SUPPLIES	29.40
02/11/2021	ANNALEE BENNETT	CONTRACT SVCS	125.00
02/11/2021	HEATHER BOUCK	REIMBURSEMENT	86.24
02/11/2021	CAROLINE BROWN	CONTRACT SVCS	125.00
02/11/2021	BS&A SOFTWARE	CONTRACT SVCS	14,698.00
02/11/2021	BUSINESS CONNECTIONS, INC.	CONTRACT SVCS	92.95
02/11/2021	C & C ENTERPRISES, INC	UNIFORMS	417.50
02/11/2021	C2AE	CONTRACT SVCS	1,635.38
02/11/2021	CARLSON - DIMOND & WRIGHT, INC.	CONTRACT SVCS	595.00
02/11/2021	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	185.00
02/11/2021	CDW GOVERNMENT, INC	SUPPLIES	1,442.04
02/11/2021	CLARK HILL P.L.C.	CONTRACT SVCS	275.00
02/11/2021	CLEAR VISION WINDOWS, SIDING & ROOF	CONTRACT SVCS	4,987.50
02/11/2021	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	9,719.42
02/11/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
02/11/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
02/11/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
02/11/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
02/11/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
02/11/2021	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
02/11/2021	CONSUMERS ENERGY	UTILITIES	41,973.84
02/11/2021	COUCKE PROPERTY SERVICES, LLC	CONTRACT SVCS	6,250.00
02/11/2021	COYNE OIL CORPORATION	FUEL	3,922.43
02/11/2021	CUMMINS SALES AND SERVICE	CONTRACT SVCS	743.52
02/11/2021	JOSEPH M DAY COMPANY INC	CONTRACT SVCS	478.25
02/11/2021	DOUGLASS SAFETY SYSTEMS, LLC	SUPPLIES	285.00
02/11/2021	ELECTIONSOURCE	CONTRACT SVCS	3,760.00
02/11/2021	CHERYL EMBREY	REIMBURSEMENT	20.00
02/11/2021	ERA	CONTRACT SVCS	611.45
02/11/2021	F & K TREE SERVICE & STUMP REMOVAL	CONTRACT SVCS	2,940.00
02/11/2021	FISHER TRANSPORTATION CO, INC	CONTRACT SVCS	7,314.00
02/11/2021	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	226.80
02/11/2021	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	17,948.30

CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 1/29/21-2/12/21

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
02/11/2021	FRONT LINE SERVICES, INC	CONTRACT SVCS	306.25
02/11/2021	GALLS, LLC	UNIFORMS	281.86
02/11/2021	GI-TEC GRAPHICS PROGRAM	CONTRACT SVCS	250.00
02/11/2021	GRANGER	CONTRACT SVCS	68.96
02/11/2021	HACH COMPANY	SUPPLIES	444.94
02/11/2021	HAVILAND PRODUCTS COMPANY	CHEMICALS	1,410.75
02/11/2021	HCC LIFE INS. CO	ADMIN - STOP LOSS INS	17,972.08
02/11/2021	ISABELLA BANK	2016 GOLT REFUNDING BOND	6,728.25
02/11/2021	ISABELLA COUNTY TREASURER	BOARD OF REVIEW	44.94
02/11/2021	ISABELLA COUNTY FIRE CHIEFS ASSOC	DUES	100.00
02/11/2021	ISABELLA COUNTY FIRE CHIEFS	DUES	500.00
02/11/2021	BRIAN KENCH	REIMBURSEMENT	36.40
02/11/2021	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	399.76
02/11/2021	ROBERT W LAMSON, PHD	CONTRACT SVCS	2,580.00
02/11/2021	MHOK, PLLC	CONTRACT SVCS	7,336.90
02/11/2021	PAT MCGUIRK EXCAVATING, INC	CONTRACT SVCS	5,807.50
02/11/2021	MEDLER ELECTRIC COMPANY	SUPPLIES	140.54
02/11/2021	STATE OF MICHIGAN	CONTRACT SVCS	260.00
02/11/2021	MICHIGAN DEPARTMENT OF STATE	SUPPLIES	130.00
02/11/2021	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
02/11/2021	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	58.00
02/11/2021	MIDDLE MICHIGAN DEVELOP CORP	2021 CLIENT FEE	24,000.00
02/11/2021	MIDWEST POLICE MOTORCYCLE TRAINING	TRAINING	3,190.00
02/11/2021	MI-MAUI	MMA FOR UTILITIES	1,000.00
02/11/2021	MISSION COMMUNICATIONS, LLC	CONTRACT SVCS	694.80
02/11/2021	MT PLEASANT KIWANIS CLUB	DUES	84.00
02/11/2021	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	40.96
02/11/2021	MR. ELECTRIC OF CENTRAL MICHIGAN	CONTRACT SVCS	350.00
02/11/2021	MWEA	TRAINING	200.00
02/11/2021	MWEA	TRAINING	325.00
02/11/2021	MWEA	TRAINING	217.00
02/11/2021	NYE UNIFORM COMPANY	UNIFORMS	63.70
02/11/2021	OFFICE DEPOT	SUPPLIES	103.50
02/11/2021	ORKIN	CONTRACT SVCS	96.14
02/11/2021	PRESENTING SOLUTIONS	CONTRACT SVCS	1,789.00
02/11/2021	PRO COMM, INC	SUPPLIES/COMMUNICATION	5,713.09
02/11/2021	PVS TECHNOLOGIES, INC	CHEMICALS	10,267.82
02/11/2021	NANCY RIDLEY	REIMBURSEMENT	69.17
02/11/2021	SAGINAW REHABILITATION SUPPLY	REFUND	19.00
02/11/2021	THE CYSTIC FIBROSIS FOUNDATION	REFUND	115.00
02/11/2021	CMS INTER.NET LLC	REFUND	812.84

CHECK REGISTER FOR CITY OF MT PLEASANT  
CHECK DATE FROM 1/29/21-2/12/21

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
02/11/2021	MT PLEASANT FENCE, SASH & DOOR	REFUND	156.00
02/11/2021	ROMANOW BUILDING SERVICES	CONTRACT SVCS/SUPPLIES	5,639.63
02/11/2021	SHRED-IT USA LLC	CONTRACT SVCS	491.44
02/11/2021	SIMONI SYSTEMS, INC.	SUPPLIES/CONTRACT SVCS	4,493.73
02/11/2021	SUMMIT FIRE PROTECTION	CONTRACT SVCS	525.00
02/11/2021	TERMINIX PROCESSING CENTER	CONTRACT SVCS	130.00
02/11/2021	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	448.00
02/11/2021	TREMCO/WEATHERPROOFING TECHNOLOG	CONTRACT SVCS	900.00
02/11/2021	TRUSTMARK HEALTH BENEFITS, INC.	HEALTH INS ADMIN	4,610.11
02/11/2021	MT. PLEASANT ABSTRACT	REFUND	24.73
02/11/2021	OLIVIERI MANAGEMENT	REFUND	23.59
02/11/2021	RAMSOWER, GARY	REFUND	22.31
02/11/2021	UNIFIRST CORPORATION	CONTRACT SVCS/SUPPLIES	547.60
02/11/2021	UNIVAR SOLUTIONS	CHEMICALS	1,881.37
02/11/2021	USABBLUEBOOK	SUPPLIES	1,177.35
02/11/2021	US LOCKBOX: PTC INC	CONTRACT SVCS	240.00
02/11/2021	VERMONT SYSTEMS, INC	CONTRACT SVCS	3,390.00
02/11/2021	WASTE MANAGEMENT	CONTRACT SVCS	289.44
02/11/2021	WEST BEND MUTUAL INSURANCE COMPAN	CONTRACT SVCS	55.00
02/11/2021	THE W.W. WILLIAMS COMPANY, LLC	CONTRACT SVCS	400.50
02/11/2021	WINN TELECOM	COMMUNICATIONS	4.76
02/11/2021	Q-MATION	CONTRACT SVCS	1,926.00
02/11/2021	LOUISE WYMER	REIMBURSEMENT	154.85
02/11/2021	YEO & YEO CONSULT PC CPA	CONTRACT SVCS	2,580.00

COMM TOTALS:

Total of 106 Checks:	\$587,121.87
Less 0 Void Checks:	0.00
Total of 106 Disbursements:	<u>\$587,121.87</u>

Wright Express2/4/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
ADOBE SYSTEMS, INC	SUPPLIES	\$52.99	1
ADOBE SYSTEMS, INC	CONTRACT SVCS	69.98	2
ADOBE SYSTEMS, INC	SUPPLIES	359.88	4
ADVANCE AUTO PARTS	SUPPLIES	47.42	2
AIRGAS GREAT LAKES	SUPPLIES	447.73	3
AMAZON.COM	CONTRACT SVCS	119.00	1
AMAZON.COM	UNIFORM	48.98	1
AMAZON.COM	SUPPLIES	949.60	15
AMERICAN PAYROLL ASSOC	TRAINING	754.81	2
AUTOZONE, INC.	SUPPLIES	56.98	2
BATTERIES PLUS - MP	SUPPLIES	35.95	2
BEDFORD	SUPPLIES	344.77	1
BILL'S CUSTOM FAB, INC	SUPPLIES	165.11	3
BLUE-WHITE INDUSTRIES	SUPPLIES	267.56	1
BRIGHAM'S AUTO SUPPLY, INC	SUPPLIES	891.87	5
BURKART INDUSTRIES, INC. CC	SUPPLIES	606.27	1
C & C ENTERPRISES, INC	SUPPLIES	260.91	1
C & O SPORTSWEAR	SUPPLIES	664.00	1
CAREY AND PAUL GROUP	CONTRACT SVCS	2,800.00	1
CENTRAL MOTOR SPORTS	SUPPLIES	127.44	2
CHARTER COMMUNICATIONS	CONTRACT SVCS	292.00	1
CMP DISTRIBUTORS, INC.	SUPPLIES	280.00	1
COYNE OIL CORPORATION	SUPPLIES	58.35	3
DOG CENTRAL	SUPPLIES	50.00	1
DOIST LTD	SUPPLIES	36.00	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	210.95	2
DREAMSTIME.COM	SUPPLIES	39.00	1
DTE ENERGY	UTILITIES	14,976.71	15
ETNA SUPPLY	SUPPLIES	207.20	4
FASTENAL COMPANY	SUPPLIES	1,189.54	4
FERGUSON ENTERPRISES	SUPPLIES	22.77	2
FRONTIER COMMUNICATONS	COMMUNICATIONS	65.98	1
GILL-ROY'S HARDWARE	SUPPLIES	352.89	6
GORDON FOOD SERVICE	SUPPLIES	130.99	1
GOTOMYPC.COM	CONTRACT SVCS	44.00	1
GRAINGER	SUPPLIES	799.77	2
GREATER MILWAUKEE CHAPTER - APA	TRAINING	50.00	1
GT RUBBER SUPPLY	SUPPLIES	32.06	2
HOME DEPOT	SUPPLIES	1,646.83	15
ICMA INTERNET	DUES	1,068.00	1
INTERNATIONAL CODE COUNCIL	DUES	145.00	1
JAY'S SPORTING GOODS	SUPPLIES	178.48	1
KRAPOHL FORD LINCOLN MERC	SUPPLIES	62.10	1
LERMA, INC.	TRAINING	60.00	1

Wright Express2/4/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
MARGO SUPPLIES	SUPPLIES	839.00	1
MCMASTER-CARR SUPPLY CO.	SUPPLIES	83.24	1
MEDLER ELECTRIC COMPANY	SUPPLIES	1,070.98	3
MEIJER INC	SUPPLIES	54.46	2
MENARDS - MT. PLEASANT	SUPPLIES	212.46	7
MGFOA	DUES	120.00	1
MI ASSN OF CHIEFS OF POLICE	TRAINING	100.00	1
MICHIGAN CAT	SUPPLIES	1,927.42	5
MICHIGAN CHAMBER OF COMMERCE	SUPPLIES	257.00	1
MI ECONOMIC DEVELOPERS ASSOC.	TRAINING	20.00	1
MICHIGAN FIRE INSPECT SOCIETY	DUES	30.00	1
MICHIGAN MUNICIPAL LEAGUE	DUES	145.00	1
MICHIGAN MUNICIPAL LEAGUE	TRAINING	100.00	1
MILAN SUPPLY COMPANY	SUPPLIES	294.00	1
MOREY'S LOGO	SUPPLIES	214.40	2
MOUNTAIN TOWN DISTRIBUTORS	SUPPLIES	100.00	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	1,153.86	11
NATIONAL DIVERSITY COUNCIL-CC	TRAINING	102.00	1
NORTH MISSION DOOR	SUPPLIES	716.36	1
PE STAMPS	SUPPLIES	45.00	1
PERSONALITY PROFILE SO	CONTRACT SVCS	2,150.00	1
PICKARD STREET CITGO	SUPPLIES	14.70	1
PIZZA HUT	SUPPLIES	26.00	1
PRESTO DIRECT-CC	SUPPLIES	197.50	1
PURITY CYLINDER GASES	SUPPLIES	741.78	5
REPUBLIC SERVICES #239	UTILITIES	104.26	1
REPUBLIC SERVICES #239	CONTRACT SVCS	19,144.80	4
SAM'S CLUB #4982	SUPPLIES	17.58	1
SCHOOLCRAFT COLLEGE	CONTRACT SVCS	195.00	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	1,043.75	10
SHARE CORPORATION - CC	SUPPLIES	512.40	1
SHERWIN WILLIAMS	SUPPLIES	19.30	1
SIGNUPGENIUS.COM	SUPPLIES	97.10	1
SINGLESOURCE	SUPPLIES	73.96	1
SOCIETY OF HUMAN RESOURCES MGT	DUES	150.00	2
STANDARD ELECTRIC COMPANY	SUPPLIES	423.15	1
STAPLES - MP	SUPPLIES	62.28	1
STAPLES - MP	SUPPLIES	860.59	6
STAPLES BUSINESS ADVANTAGE	SUPPLIES	565.25	2
STATE OF MICHIGAN	TRAINING	150.00	2
STATE OF MICHIGAN EGLE	TRAINING	95.00	1
SUNCOAST LEARNING SYSTEMS, INC	TRAINING	225.00	1
SURVEYMONKEY.COM	CONTRACT SVCS	192.00	1
SURVEYMONKEY.COM	CONTRACT SVCS	192.00	1

Wright Express2/4/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
TACO BOY	SUPPLIES	57.35	1
THE MORNING SUN	SUBSCRIPTION	359.50	1
THE UPS STORE	CONTRACT SVCS	164.61	3
THE WALL STREET JOURNAL	SUBSCRIPTION	19.49	1
TLO ONLINE	CONTRACT SVCS	50.00	1
TRACTOR SUPPLY - MP	SUPPLIES	337.60	6
U S POSTMASTER	POSTAGE	220.00	1
U S POSTMASTER	SUPPLIES	55.00	1
U S POSTMASTER	CONTRACT SVCS	29.40	2
ULINE SHIP SUPPLIES	SUPPLIES	361.50	1
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
WAL-MART	SUPPLIES	43.96	1
WAL-MART	SUPPLIES	10.51	1
WIELAND TRUCK CENTER - CLARE	SUPPLIES	297.50	2
WORDPRESS.COM	CONTRACT SVCS	66.00	1
WUFOO - CC	CONTRACT SVCS	169.00	1
ZOOM, INC.	CONTRACT SVCS	76.30	5
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	TOTALS	\$68,324.17	242