

Regular Meeting of the City Commission
Monday, January 11, 2021
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

ADMINISTER OATH OF OFFICE TO COMMISSIONERS CYMAN AND JOSEPH:

ELECTION OF MAYOR AND VICE MAYOR:

SET TIME AND DAY OF REGULAR MEETINGS:

PROCLAMATIONS AND PRESENTATIONS:

1. Introduction of Street Maintenance Specialist Kyle Keehbauch.

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

2. City Manager report on pending items.
 - a. Monthly report on police related citizen complaints received.
3. Minutes of the Principal Shopping District Board (November).
4. Listing of payrolls and warrants from December 15, 2020 through January 11, 2021.
5. Correspondence from Ponder Coffee regarding business assistance.

CONSENT CALENDAR: DESIGNATED (*) ITEMS

CITY COMMISSION MINUTES:

- * 6. Approval of the minutes of the regular meeting held December 14, 2020.

PUBLIC HEARINGS:

STAFF RECOMMENDATIONS AND REPORTS:

- * 7. Consider Michigan Department of Transportation (MDOT) performance resolution for governmental agencies for the purpose of representing the City in transactions.
8. Consider approval of Airport Joint Operations and Management Agreement.

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.

- * 9. Consider appointments of City Officials to applicable City boards and commissions.
- 10. Consider resolution on waiving penalties as recommended by the Principal Shopping District Board (PSD).
- 11. Consider closed session pursuant to subsection 8(e) of the Open Meetings Act to consult with counsel regarding pending litigation *Cedjo Services, LLC and N-East Services, LLC (Case No. 20-16504-AA)*, *Pure Releaf N Union LLC (Case No. 20-16511-CZ)*, and *Cary Investments, LLC (Case No. 20-16662-CZ)*.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:


RECESS:

CLOSED SESSION:

RECESS:

WORK SESSION: (None scheduled at this time)

ADJOURNMENT:

TO: MAYOR AND CITY COMMISSION JANUARY 6, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: ADMINISTER OATH OF OFFICE AND ELECTION OF MAYOR AND VICE
MAYOR

Administer Oath of Office

As the meeting begins, Interim City Clerk Chris Saladine will administer the oath of office to newly-elected members.

Article II, Section 15 of the City Charter indicates that the City Clerk will preside at the beginning of the meeting until the Mayor is elected. After the Mayor is elected, the remainder of the meeting will be conducted by the Mayor.

Election of Mayor and Vice Mayor

The election will be conducted in accordance with the procedure outlined in Chapter 30.09 of the Code of Ordinances:

- Nominations
 - Called for from the chair
 - No seconds necessary
 - Closed after all nominations are made
- Voting
 - Voice vote for each Commissioner nominated (will be via raise hand feature in zoom)
 - Candidates will be voted on in order nominated
 - One vote per commissioner per election
- Election
 - Position shall be filled by the nominee who first receives a majority (4) votes
 - If there is a tie or no one receives a majority, voting continues until a candidate has a majority or a candidate withdraws

NJR/ap

COMMISSION LETTER #002-21
MEETING DATE: JANUARY 11, 2021

TO: MAYOR AND CITY COMMISSION JANUARY 6, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: SET TIME AND DAY OF REGULAR CITY COMMISSION MEETINGS

Traditionally the City Commission has set its regular meeting schedule as the second and fourth Mondays of each month at 7 p.m. Attached is a draft meeting calendar based on the recommended schedule with one exception. The Christmas holiday falls near the fourth Monday of December so we are suggesting the second meeting in December (if needed) be moved to Monday, December 20, 2021. The recommended resolution language is:

NOW, THEREFORE, BE IT RESOLVED, that the City Commission shall meet during 2021 on the second and fourth Mondays of each month, at 7:00 p.m. (except for December in which the second meeting of the month will be held on the third Monday of the month) in the City Commission Room, City Hall, 320 W. Broadway beginning January 25, 2021.

Recommended Motion

Move to adopt the resolution above as presented.

NJR/ap

2021

City Commission Calendar

January		February	
11	Inaugural Meeting, 7:00 p.m.	8	Regular Meeting
25	Regular Meeting	22	Regular Meeting
March		April	
8	Regular Meeting	12	Regular Meeting
22	Regular Meeting	26	Regular Meeting
May		June	
10	Regular Meeting	14	Regular Meeting
24	Regular Meeting	28	Regular Meeting
July		August	
12	Regular Meeting	9	Regular Meeting
26	Regular Meeting	23	Regular Meeting
September		October	
13	Regular Meeting	11	Regular Meeting
27	Regular Meeting	25	Regular Meeting
November		December	
8	Regular Meeting	13	Regular Meeting
22	Regular Meeting	20	Regular Meeting (Moved due to the holiday)

Regular Meetings of the City Commission begin at 7:00 p.m. in the Commission Chambers, City Hall, 320 West Broadway.

COMMISSION LETTER #003-21
MEETING DATE: JANUARY 11, 2021

TO: MAYOR AND CITY COMMISSION JANUARY 6, 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.

1. Task Related Issues:

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 1-6-2021
Non-motorized Plan/Complete Streets Recommend amendments to ordinances, plan and/or guidelines to reduce requirement to implement on all streets	May 13, 2019	None	Should evaluate after master plan is recommended
Website Content Policy Develop draft policy regarding purpose of website and what information should/should not be posted	May 28, 2019	Anytime in the next year.	
New Motions/Amended Motions Onscreen Staff to investigate ability to put typed version of new and amended motions on big screen	July 8, 2019	None	
Principal Shopping District 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	
Housing Study Follow-Up Staff to work with Planning Commission and others to recommend ordinance amendments and programs as generally agreed to for implementation	July 13, 2020	None	

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 1-6-2021
Charter Changes Staff to work with City Attorney to draft language for 4-year City Commission terms and 2-year Mayor and Vice Mayor terms	July 27, 2020	None	Was initially scheduled for November 23 rd work session discussion; postponed to 2021.
Downtown Analysis Follow-Up 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	
PILOT Ordinances 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)

[illegible]

City of Mt. Pleasant, Michigan



CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
(989) 773-4020 fax

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 fax

November 4, 2020 MINUTES – PRINCIPAL SHOPPING DISTRICT (PSD)

MEMBERS PRESENT

R. Agardy (Mt. Pleasant, Isabella Co.)	P	12/31/2021
S. Bissell	A	12/31/2021
K. Batzner (Mt. Pleasant, Isabella Co.)	P	12/31/2023

G. Ronan (Mt. Pleasant, Isabella Co.)	P	12/31/2020
C. Ritchey	A	12/31/2022
M. Sponseller, Staff (Mt. Pleasant, Isabella Co.)	P	N/A

A = Absent without notification

P = Present

EA = Excused Absence

N/A = Not Applicable

Guests: None

Roll Call Notes: None

I.) CALL TO ORDER

Call to order at 3:02pm

II.) ELECTION OF CHAIR PRO TEM

Motion to elect Rachel Agardy as chair pro tem for the November 4, 2020 meeting.

M = Ronan

S = Batzner

Motion approved

II.) ROLL CALL AND INTRODUCTIONS

IV.) CHANGES/ADDITIONS TO AGENDA

No changes or additions to the agenda.

V.) MINUTES

Motion to approve the regular PSD meeting from May 2019 minutes as presented.

M = Agardy

S = Ronan

Motion approved

VI.) RECEIPT OF COMMUNICATION

a.) Downtown Directors Report

Receipt of November Downtown Development Directors report. No action taken.

VII.) PUBLIC COMMENT

No public comments.

VIII.) OLD BUSINESS

None.

IX.) NEW BUSINESS

a.) December 2020 Special Assessment Billing

Motion to waive the December 2020 special assessment billing.

M = Agardy

S = Batzner

Motion approved

X.) OTHER/ADDITIONS TO AGENDA

None.

XI.) ADJOURNMENT

Meeting adjourned 3:24pm.

Memorandum



TO: Nancy Ridley, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: January 6, 2021

SUBJECT: Payrolls & Warrants

Attached are the payrolls & warrants that I approved for release based on the authority granted to me by the City Commission on December 14th. The checks were written between December 8th and January 6th. They total payroll \$591,380.86 and warrants \$1,062,063.93. The next batch of checks will be January 14th and will be presented to the City Commission for approval at the January 25th meeting.

Requested Action:

Please include the following check register, for the City Commission information, on the January 11th agenda.

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 12/4/2020 - 01/06/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/08/2020	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	\$114,254.60
12/08/2020	CITY TREASURER-PAYROLL FUND	REG PAY #499	164,850.02
12/15/2020	CITY TREASURER - UTILITIES	UTILITIES	4,435.00
12/15/2020	CITY TREASURER-PAYROLL FUND	REG PAY #500	2,713.39
12/16/2020	21C ADVERTISING	CONTRACT SVCS	1,322.00
12/16/2020	5 ALARM FIRE & SAFETY	CONTRACT SVCS	1,130.00
12/16/2020	AIRGAS USA, LLC	CONTRACT SVCS	6,299.64
12/16/2020	ALWOOD LANDSCAPING NURSERY, INC	CONTRACT SVCS	1,187.97
12/16/2020	AMERICAN LEGAL	CONTRACT SVCS	231.60
12/16/2020	ATI GROUP	CONTRACT SVCS	4,172.94
12/16/2020	MEGAN BAIR	CONTRACT SVCS	1,500.00
12/16/2020	CORBY BLEM	CONTRACT SVCS	1,500.00
12/16/2020	BOUND TREE MEDICAL, LLC	SUPPLIES	302.94
12/16/2020	BUSINESS CONNECTIONS, INC.	CONTRACT SVCS	92.95
12/16/2020	C & O SPORTSWEAR	UNIFORMS	357.00
12/16/2020	C2AE	CONTRACT SVCS	12,821.21
12/16/2020	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	105.00
12/16/2020	CDW GOVERNMENT, INC	SUPPLIES	406.02
12/16/2020	CENTRAL CONCRETE INC	SUPPLIES	298.30
12/16/2020	CENTURYLINK	COMMUNICATIONS	13.59
12/16/2020	CENTRAL MICHIGAN MENTAL HEALTH	CONTRACT SVCS	106,000.00
12/16/2020	CHARTER COMMUNICATIONS	CONTRACT SVCS	145.99
12/16/2020	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	20,642.64
12/16/2020	CENTRAL MI UNIVERSITY RESEARCH CORP	CONTRACT SVCS	12,975.00
12/16/2020	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
12/16/2020	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
12/16/2020	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
12/16/2020	CONSUMERS ENERGY	UTILITIES	46,253.96
12/16/2020	COYNE OIL CORPORATION	FUEL	3,606.54
12/16/2020	BRIANNA DELL	CONTRACT SVCS	1,398.60
12/16/2020	DORNBOS SIGN & SAFETY, INC.	SUPPLIES	3,201.86
12/16/2020	DUBOIS CHEMICALS, INC	CHEMICALS	1,842.59
12/16/2020	DUKE'S ROOT CONTROL, INC	CONTRACT SVCS	3,236.35
12/16/2020	ELECTIONSOURCE	CONTRACT SVCS	2,700.00
12/16/2020	ETNA SUPPLY	SUPPLIES	193.58
12/16/2020	FIDELITY SECURITY LIFE INSURANCE CO	OPTICAL INSURANCE	2,036.94
12/16/2020	FISHER SCIENTIFIC COMPANY	SUPPLIES	831.84
12/16/2020	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	150.00
12/16/2020	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	247.80
12/16/2020	FLEIS & VANDENBRINK	CONTRACT SVCS	17,218.13
12/16/2020	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	5,782.50

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 12/4/2020 - 01/06/2021

Check Date	Vendor Name	Description	Amount
Bank COMM	COMMON CASH		
12/16/2020	GALLS, LLC	UNIFORMS	511.37
12/16/2020	GEORGE FUSSMAN	CONTRACT SVCS	275.00
12/16/2020	GRANGER	CONTRACT SVCS	68.96
12/16/2020	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	174.90
12/16/2020	SCOTT HALTNER	REIMBURSEMENT	100.00
12/16/2020	HANNA INSTRUMENTS USA	SUPPLIES	84.69
12/16/2020	HOFFMAN CONSTRUCTION	CONTRACT SVCS	16,500.00
12/16/2020	HYDROCORP, INC.	INSPECTION/REPORTING SVCS	782.50
12/16/2020	IN-STITCHES	UNIFORMS	160.00
12/16/2020	INTEGRITY BUILDERS AND LANDSCAPING,	CONTRACT SVCS	6,400.00
12/16/2020	J. RANCK ELECTRIC INC.	CONTRACT SVCS	4,711.38
12/16/2020	J.R. HEINEMAN & SONS	CONTRACT SVCS	185,783.86
12/16/2020	LAKESHORE CONSTRUCTION &	CONTRACT SVCS	18,893.24
12/16/2020	MAK ENTERPRISES, LLC	CONTRACT SVCS	5,040.00
12/16/2020	MANNIK SMITH GROUP	CONTRACT SVCS	15,562.10
12/16/2020	MAVERICK ENVIRONMENTAL EQUIPMENT	EQUIPMENT RENTAL	4,300.00
12/16/2020	MEAD & HUNT	CONTRACT SVCS	1,310.53
12/16/2020	STATE OF MICHIGAN	SUPPLIES	228.00
12/16/2020	MICHIGAN MUNICIPAL LEAGUE	CONTRACT SVCS	66.60
12/16/2020	MID MICHIGAN AREA CABLE	3RD QTR 2% FRANCHISE FEE	19,516.52
12/16/2020	MIDLAND DAILY NEWS	CONTRACT SVCS	169.76
12/16/2020	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	55.00
12/16/2020	MICHIGAN PIPE & VALVE	SUPPLIES	5,015.00
12/16/2020	MPPS FOOD & NUTRITION SERV	SUPPLIES	957.60
12/16/2020	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	1,643.08
12/16/2020	MR. ELECTRIC OF CENTRAL MICHIGAN	CONTRACT SVCS	17,900.00
12/16/2020	R & T MURPHY TRUCKING, LLC	CONTRACT SVCS	3,562.50
12/16/2020	NCL OF WISCONSIN	SUPPLIES	422.31
12/16/2020	NORTHERN FIRST AID	SUPPLIES	128.42
12/16/2020	NYE UNIFORM COMPANY	UNIFORMS	99.00
12/16/2020	OFFICE DEPOT	SUPPLIES	434.57
12/16/2020	OWENS SOFT WATER, INC	CONTRACT SVCS	2,099.00
12/16/2020	PAPAS PUMPKIN PATCH	SUPPLIES	187.50
12/16/2020	PETTY CASH - COMMUNITY SERV	REIMBURSEMENTS	81.35
12/16/2020	PLEASANT GRAPHICS, INC	SUPPLIES	1,041.00
12/16/2020	PURITY CYLINDER GASES INC	CONTRACT SVCS	350.00
12/16/2020	RACHEL MCCLINTIC-MARKETING &	CONTRACT SVCS	480.00
12/16/2020	CENTRAL MANAGEMENT INC	REFUND	2,398.49
12/16/2020	NANCY RIDLEY	REIMBURSEMENT	59.99
12/16/2020	ROBBIN HARSH EXCAVATING INC	CONTRACT SVCS	4,985.51
12/16/2020	LOGAN SCHAFER	REIMBURSEMENT	100.00

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 12/4/2020 - 01/06/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/16/2020	SHRED-IT USA LLC	CONTRACT SVCS	484.58
12/16/2020	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	1,431.00
12/16/2020	MT PLEASANT HOUSING COMMISSION	REFUND	80.17
12/16/2020	WATER, JOHN	REFUND	36.47
12/16/2020	PARTLO PROPERTY MANAGEMENT	REFUND	50.06
12/16/2020	STUDEBAKER, JOEL	REFUND	47.56
12/16/2020	LISA CARPENTER	REFUND	155.75
12/16/2020	VETERAN'S ALARM INCORPORATED	CONTRACT SVCS	251.40
12/16/2020	VFIS	POLICY VFP 4423-7838	2,229.00
12/16/2020	WASTE MANAGEMENT	CONTRACT SVCS	889.19
12/16/2020	WCFX-FM	CONTRACT SVCS	670.50
12/16/2020	WCMU PUBLIC MEDIA	CONTRACT SVCS	3,000.00
12/16/2020	WINN TELECOM	COMMUNICATIONS	19.95
12/16/2020	SARA WOODRUFF	CONTRACT SVCS	1250
12/22/2020	CITY TREASURER-PAYROLL FUND	REG PAY #501	154,786.80
12/29/2020	CITY TREASURER-PAYROLL FUND	REG PAY #502	89.26
12/29/2020	410 BROADWAY, LLC	CONTRACT SVCS	143,505.00
12/29/2020	5 ALARM FIRE & SAFETY	SUPPLIES	1,706.00
12/29/2020	AIRGAS USA, LLC	SUPPLIES	1,287.93
12/29/2020	APEX SOFTWARE	CONTRACT SVCS	470.00
12/29/2020	ATI GROUP	CONTRACT SVCS	934.08
12/29/2020	BANDIT INDUSTRIES, INC	CAPITAL AQUISITIONS	43,632.32
12/29/2020	BENTLEY SYSTEMS, INC	CONTRACT SVCS	680.25
12/29/2020	BOUND TREE MEDICAL, LLC	SUPPLIES	102.34
12/29/2020	CDW GOVERNMENT, INC	SUPPLIES	4,409.79
12/29/2020	CONSUMERS ENERGY	UTILITIES	10,565.74
12/29/2020	COYNE OIL CORPORATION	FUEL	2,754.22
12/29/2020	DENALI CONSTRUCTION & ENGINEERING	SUPPLIES	5,163.00
12/29/2020	EIGHTCAP, INC.	REFUND	714.79
12/29/2020	EJ USA, INC	SUPPLIES	699.16
12/29/2020	EQUATURE	CONTRACT SVCS	5,062.60
12/29/2020	F & K TREE SERVICE & STUMP REMOVAL	CONTRACT SVCS	2,700.00
12/29/2020	FERGUSON ENTERPRISES INC #3326	SUPPLIES	112.19
12/29/2020	FLEIS & VANDENBRINK	CONTRACT SVCS	13,223.65
12/29/2020	GRAYMONT WESTERN LIME INC.	CHEMICALS	7,170.06
12/29/2020	HACH COMPANY	CHEMICALS	150.80
12/29/2020	HANNA INSTRUMENTS USA	SUPPLIES	84.69
12/29/2020	HCC LIFE INS. CO	ADMIN - STOP LOSS INS	18,330.42
12/29/2020	DAVID LIPSKI	REIMBURSEMENT	99.99
12/29/2020	STATE OF MICHIGAN	CONTRACT SVCS	4,739.20
12/29/2020	MICHIGAN PIPE & VALVE	SUPPLIES	1,396.00

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 12/4/2020 - 01/06/2021

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/29/2020	MICHIGAN POLICE EQUIPMENT CO	SUPPLIES	905.00
12/29/2020	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	4,468.78
12/29/2020	NCL OF WISCONSIN	CHEMICALS	380.27
12/29/2020	NYE UNIFORM COMPANY	UNIFORMS	506.45
12/29/2020	ON DUTY GEAR, LLC	UNIFORMS	288.95
12/29/2020	PARTY'S PLUS	EQUIPMENT RENTAL	239.76
12/29/2020	PREIN & NEWHOF	CONTRACT SVCS	245.00
12/29/2020	PRO COMM, INC	SUPPLIES	245.00
12/29/2020	PVS NOLWOOD CHEMICALS, INC	CHEMICALS	2,478.05
12/29/2020	PAM SPURBECK	CONTRACT SVCS	3,450.00
12/29/2020	JUSTIN & ROXANNE FLEER	CONTRACT SVCS	2,500.00
12/29/2020	RENT-RITE, INC - ALMA	EQUIPMENT RENTAL	552.67
12/29/2020	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	474.00
12/29/2020	TROUBLE SHOOTERS OF MID-MICH	CONTRACT SVCS	210.00
12/29/2020	TRUSTMARK HEALTH BENEFITS, INC.	HEALTH INS ADMIN	8,846.89
12/29/2020	FAMUTIMI, ERIC & CLARA	REFUND	45.12
12/29/2020	CITY OF MT PLEASANT	REFUND	471.33
12/29/2020	UNIFIRST CORPORATION	CONTRACT SVCS	183.00
12/29/2020	VETERAN'S ALARM INCORPORATED	CONTRACT SVCS	82.50
12/29/2020	LATITUDE MEDIA LLC WCZY/WMMI	CONTRACT SVCS	4,000.00
12/29/2020	TRAVIS WELSH	REIMBURSEMENT	45.89
12/29/2020	WEST SHORE FIRE, INC.	SUPPLIES	1,075.92
12/29/2020	CONSUMERS ENERGY	UTILITIES	374.37
01/06/2021	CITY TREASURER-PAYROLL FUND	REG PAY #503	268,941.39
01/06/2021	CHAD SAPP	REIMBURSEMENT	951.00
01/06/2021	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	46,118.32

COMM TOTALS:

Total of 149 Checks:	\$1,653,444.79
Less 0 Void Checks:	0.00
Total of 149 Disbursements:	<u>\$1,653,444.79</u>

Wright Express12/8/2020

<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	119.97	3
ADVANCE AUTO PARTS	SUPPLIES	213.10	3
AERO SPECIALTIES	SUPPLIES	1,369.20	1
AIRGAS GREAT LAKES	SUPPLIES	217.92	4
AMAZON.COM	COMMUNICATIONS	59.95	1
AMAZON.COM	SUPPLIES	111.96	1
AMAZON.COM	SUPPLIES	-69.14	2
AMAZON.COM	SUPPLIES	2,962.22	28
AMERICAN PLANNING ASSN	MISCELLANEOUS	564.00	1
AUTOZONE, INC.	SUPPLIES	9.99	1
BADER & SONS CO.	SUPPLIES	186.22	2
BATTERIES PLUS - MP	SUPPLIES	418.52	5
BILL'S CUSTOM FAB, INC	SUPPLIES	92.80	1
BRIGHAM'S AUTO SUPPLY, INC	SUPPLIES	653.74	10
BUSHEY AUTOMOTOVE	SUPPLIES	385.85	1
C & C ENTERPRISES, INC	UNIFORM	1,125.50	3
CHICAGO SKYWAY TOLL BRIDGE	TRAINING	5.60	1
COLEY	MISCELLANEOUS	\$2.10	1
CONSUMERS ENERGY	CONTRACT SVCS	1,427.00	1
CUSTOM INK	SUPPLIES	719.00	1
DELL MARKETING L.P.	SUPPLIES	6,723.58	1
DEWITT LUMBER	SUPPLIES	261.84	5
DICKS SPORTING GOODS	SUPPLIES	4.16	1
DOLLARTREE	SUPPLIES	10.00	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	743.00	1
DREAMSTIME.COM	SUPPLIES	39.00	1
DTE ENERGY	UTILITIES	3,875.13	15
EASY PRO POND PRODUCTS	SUPPLIES	2,329.88	2
ENVIRONMENTAL RESOURCE ASSOCIATES	SUPPLIES	197.86	1
ETNA SUPPLY	SUPPLIES	25.15	1
EVENTBRITE	MISCELLANEOUS	75.00	1
FACEBOOK ADS	CONTRACT SVCS	46.15	1
FERGUSON ENTERPRISES INC #3326	SUPPLIES	14.23	1
FIVE BELOW	SUPPLIES	15.00	1
FLEETPRIDE	SUPPLIES	29.98	1
FRONTIER COMMUNICATONS	COMMUNICATIONS	141.65	1
GAME TIME	SUPPLIES	1,946.93	1
GILL-ROY'S HARDWARE	SUPPLIES	546.80	14
GORDON FOOD SERVICE	SUPPLIES	165.36	1
GORDON FOOD SERVICE	SUPPLIES	165.15	1
GOTOMYPC.COM	CONTRACT SVCS	44.00	1

Wright Express12/8/2020

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
GREEN SCENE LANDSCAPING, INC.	SUPPLIES	2,226.02	2
GT RUBBER SUPPLY	SUPPLIES	305.01	2
HARBOR FREIGHT TOOLS	SUPPLIES	62.98	1
HAYES INSTRUMENT CO. INC.	SUPPLIES	1,660.94	3
HILTON HOTELS	TRAINING	202.92	1
HOLIDAY INN CREDIT CARD	TRAINING	555.28	7
HOME DEPOT	SUPPLIES	2,320.06	24
INDIANA TOLL ROAD	TRAINING	2.80	1
JACK DOHENY SUPPLIES, INC	SUPPLIES	516.82	1
JAY'S SPORTING GOODS	UNIFORM	99.99	1
JIMMY JOHN'S	SUPPLIES	29.56	1
JNR ENGRAVING	SUPPLIES	78.00	1
KRAPOHL FORD LINCOLN MERC	SUPPLIES	54.10	1
KRAPOHL FORD LINCOLN MERC	CONTRACT SVCS	129.87	2
LITTLE CAESARS	SUPPLIES	15.78	1
LOCKEY SYSTEMS	SUPPLIES	171.72	1
MEDLER ELECTRIC COMPANY	SUPPLIES	35.07	1
MEIJER INC	SUPPLIES	14.96	1
MEIJER INC	SUPPLIES	10.48	1
MEIJER INC	SUPPLIES	79.95	2
MENARDS - MT. PLEASANT	SUPPLIES	386.67	4
MICHIGAN ASSN OF MUNI CLERKS	MISCELLANEOUS	60.00	1
MICHIGAN CAT	SUPPLIES	508.49	2
MI CHAMBER OF COMMERCE - LANSING	TRAINING	98.00	2
MICHIGAN CHAPTER APWA	CONTRACT SVCS	425.00	1
MICHIGAN CHAPTER APWA	TRAINING	300.00	2
MIDEPT OF HEALTH & HUMANS SVCS	TRAINING	25.00	1
MICHIGAN FIRE INSPECT SOCIETY	TRAINING	350.00	1
MICHIGAN STATE UNIVERSITY - CC	TRAINING	200.00	1
MICHIGAN TECHNOLOGICAL UNIVERSITY	TRAINING	20.00	1
MILAN SUPPLY COMPANY	SUPPLIES	61.89	1
MRWA	CONTRACT SVCS	99.00	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	302.85	3
MT PLEASANT RENTAL CENTER, INC	EQUIPMENT RENTAL	58.32	1
MWEA	TRAINING	25.00	1
NARTEC INCORPORATED	SUPPLIES	162.79	1
NATIONAL ALLIANCE-YOUTH SPORTS	SUPPLIES	62.74	1
NATIONAL RECREATION & PARK ASSOC	TRAINING	470.00	2
NEXT DOOR OPERATIONS, LLC	SUPPLIES/VEHICLE MAINT	4.19	1
NORTH MISSION DOOR	SUPPLIES	232.00	1
OFFICE DEPOT	SUPPLIES	77.71	4
OLSON TIRE SERVICE	CONTRACT SVCS	360.51	4

Wright Express12/8/2020

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
PHILLIPS LISTENS, INC	TRAINING	50.00	1
PICKARD STREET CITGO	SUPPLIES	14.61	1
PISANELLO'S PIZZA	SUPPLIES	166.75	2
PLUM GROVE INC.	CONTRACT SVCS	82.48	1
PRO COMM, INC	SUPPLIES	2,084.00	1
PURITY CYLINDER GASES	SUPPLIES	95.11	1
QDOBA MEXICAN GRILL	SUPPLIES	187.50	1
REPUBLIC SERVICES #239	CONTRACT SVCS	51,330.27	6
RIC'S FOOD CENTER	SUPPLIES	16.11	1
ROTARY MULTIFORMS	SUPPLIES	599.50	2
S & S WORLDWIDE, INC.	SUPPLIES	2,068.85	1
SARIS	SUPPLIES	268.00	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	463.91	3
SHELL OIL	FUEL	14.00	1
SHULTS EQUIPMENT, INC	SUPPLIES	2,293.84	3
SOCIETY OF HUMAN RESOURCES MGT	MISCELLANEOUS	49.00	1
SPARTAN DISTRIBUTORS	SUPPLIES	332.98	1
SPEEDWAY	FUEL	22.50	1
STAPLES - MP	SUPPLIES	12.96	1
STAPLES - MP	SUPPLIES	326.11	7
STAPLES BUSINESS ADVANTAGE	SUPPLIES	465.53	3
STAPLES CREDIT PLAN	SUPPLIES	299.07	8
STATE OF MICHIGAN	CONTRACT SVCS	510.00	1
STATE OF MI DEPARTMENT OF LICENSING AND REGISTRATION	CONTRACT SVCS	150.00	1
STATE OF MICHIGAN EGLE	TRAINING	285.00	3
SUNCOAST LEARNING SYSTEMS, INC	TRAINING	225.00	1
SURVEYMONKEY.COM	CONTRACT SVCS	384.00	1
TARGET	SUPPLIES	30.84	1
TARGET	SUPPLIES	45.83	5
THE UPS STORE	SUPPLIES	103.17	1
THE UPS STORE	CONTRACT SVCS	136.90	1
TIM HORTONS	SUPPLIES	28.47	1
TLO ONLINE	CONTRACT SVCS	50.00	1
TRACTOR SUPPLY - MP	SUPPLIES	264.90	4
U S POSTMASTER	CONTRACT SVCS	5.30	1
U S POSTMASTER	POSTAGE	1.34	1
ULINE SHIP SUPPLIES	SUPPLIES	89.68	1
VERIZON WIRELESS	SUPPLIES	176.01	2
VERIZON WIRELESS	CONTRACT SVCS	34.22	2
VERIZON WIRELESS	COMMUNICATIONS	4,776.78	50
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
WAL-MART	SUPPLIES	76.93	1

Wright Express12/8/2020

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
WAL-MART	SUPPLIES	15.72	1
WAL-MART	SUPPLIES	35.96	2
WAL-MART	SUPPLIES	926.10	3
WAL-MART	SUPPLIES	120.13	3
WE SELL MATS	SUPPLIES	237.48	1
WEF CAREER CENTER	CONTRACT SVCS	500.00	2
WINN TELECOM	COMMUNICATIONS	792.69	2
WINN TELECOM	CONTRACT SVCS	324.26	3
WINN TELECOM	COMMUNICATIONS	1,476.84	5
ZOOM, INC.	CONTRACT SVCS	219.16	7
	TOTALS	<u>\$114,254.60</u>	<u>374</u>

Wright Express1/6/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
ADOBE SYSTEMS, INC	SUPPLIES	\$52.99	1
ADOBE SYSTEMS, INC	SUPPLIES	49.99	1
ADOBE SYSTEMS, INC	CONTRACT SVCS	69.98	2
ADVANCE AUTO PARTS	SUPPLIES	352.76	7
AIRGAS GREAT LAKES	SUPPLIES	462.63	2
AMAZON.COM	COMMUNICATIONS	31.98	1
AMAZON.COM	CONTRACT SVCS	119.00	1
AMAZON.COM	SUPPLIES	37.97	2
AMAZON.COM	SUPPLIES	3,515.13	24
BADER & SONS CO.	SUPPLIES	87.08	1
BATTERIES PLUS - MP	SUPPLIES	23.97	1
BATTERIES PLUS #120	SUPPLIES	17.97	1
BEACON AND BRIDGE MARKET	FUEL	59.17	1
BILL'S CUSTOM FAB, INC	SUPPLIES	518.63	2
BRIGHAM'S AUTO SUPPLY, INC	SUPPLIES	733.18	9
BUSHEY AUTOMOTOVE	CONTRACT SVCS	125.00	1
C & C ENTERPRISES, INC	UNIFORM	279.00	2
C & C ENTERPRISES, INC	SUPPLIES	203.40	3
CAREY AND PAUL GROUP	CONTRACT SVCS	1,500.00	1
CARSTICKERS.COM - CC	SUPPLIES	170.27	1
CERTIFIED TRAINING INSTITUTE	TRAINING	406.00	1
CONSUMERS ENERGY	CONTRACT SVCS	32.50	1
COYNE OIL CORPORATION	SUPPLIES	236.25	1
DELL MARKETING L.P.	SUPPLIES	658.56	2
DEWITT LUMBER	SUPPLIES	157.45	2
DICKS SPORTING GOODS	SUPPLIES	4.96	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	357.21	6
DREAMSTIME.COM	SUPPLIES	39.00	1
DTE ENERGY	UTILITIES	1,796.75	6
ELEY CORPORATION	SUPPLIES	55.99	1
ETNA SUPPLY	SUPPLIES	115.50	1
EVENTBRITE	TRAINING	225.00	1
FACEBOOK ADS	CONTRACT SVCS	103.85	1
FASTENAL COMPANY	SUPPLIES	204.51	2
FLEETPRIDE	SUPPLIES	29.64	1
FREDRICKSON SUPPLY, LLC	SUPPLIES	206.81	1
FRONTIER COMMUNICATONS	COMMUNICATIONS	65.98	1
GILL-ROY'S HARDWARE	SUPPLIES	324.22	15
GORDON FOOD SERVICE	SUPPLIES	118.49	3
GOTOMYPC.COM	CONTRACT SVCS	44.00	1
GRAINGER	SUPPLIES	416.47	1
GREEN SCENE LANDSCAPING, INC.	SUPPLIES	6.00	1
GT RUBBER SUPPLY	SUPPLIES	726.63	5
GUYS AND DOLLS PHOTOGRAPHY	PHOTO	75.00	1

Wright Express1/6/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
HARBOR FREIGHT TOOLS	SUPPLIES	69.99	1
HINGE OUTLET	SUPPLIES	111.04	1
HOBBY LOBBY	SUPPLIES	143.31	1
HOME DEPOT	SUPPLIES	2,119.94	26
HUNTER'S ALE HOUSE	SUPPLIES	100.00	1
INDUSTRIAL AIR PURIFICATION	SUPPLIES	739.40	1
INTERNATIONAL CODE COUNCIL	TRAINING	205.00	1
ISABELLA CO TRANSP COMM	CONTRACT SVCS	120.00	1
JACK DOHENY SUPPLIES, INC	SUPPLIES	641.75	1
JAY'S SPORTING GOODS	SUPPLIES	21.98	1
JIMMY JOHN'S	TRAINING	155.00	1
KRAPOHL FORD LINCOLN MERC	CONTRACT SVCS	62.10	1
LAFONTAINE CHRYSLER DODGE JEEP RAM	SUPPLIES/VEHICLE MAINT	2,029.00	1
LYNN PEAVEY COMPANY	SUPPLIES	249.90	1
MACNLOW ASSOCIATES	TRAINING	375.00	1
MAX & EMILY'S EATERY	SUPPLIES	100.00	1
MEDLER ELECTRIC COMPANY	SUPPLIES	21.97	1
MEIJER INC	SUPPLIES	18.69	1
MENARDS - MT. PLEASANT	SUPPLIES	352.61	4
MICHIGAN CHAPTER IAAI	DUES	40.00	2
MICHIGAN ECONOMIC DEVELOPERS ASSOC.	TRAINING	20.00	1
MICHIGAN FIRE INSPECT SOCIETY	TRAINING	380.00	2
MICHIGAN MUNICIPAL LEAGUE	TRAINING	65.00	1
MIDLAND CHEMICAL CO, INC	SUPPLIES	155.51	1
MILAN SUPPLY COMPANY	SUPPLIES	34.84	1
MITCHELL'S GOURMET DELI & MARKET	SUPPLIES	100.00	1
MOREY'S LOGO	CONTRACT SVCS	114.40	1
MOUNTAIN TOWN DISTRIBUTORS	SUPPLIES	100.00	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	117.33	4
MWEA	TRAINING	50.00	1
NFPA	TRAINING	150.00	1
NORTHERN TOOL	SUPPLIES	769.52	1
OFFICE DEPOT	SUPPLIES	185.62	2
OLSON TIRE SERVICE	CONTRACT SVCS	1,346.80	2
PAAM	SUPPLIES	200.00	1
PAPA JOHN'S PIZZA	SUPPLIES	29.97	1
PISANELLO'S PIZZA	SUPPLIES	100.00	1
POLLARD WATER	SUPPLIES	884.01	1
PUBLIC AGENCY TRAINING COUNCIL	TRAINING	75.00	1
PURITY CYLINDER GASES	SUPPLIES	3,193.80	2
QUILL CORPORATION	SUPPLIES	273.54	5
REPUBLIC SERVICES #239	CONTRACT SVCS	606.35	3
RIC'S FOOD CENTER	TRAINING	19.62	1
SAM'S CLUB #4982	TRAINING	18.94	1

Wright Express1/6/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	1,741.03	4
SHARE CORPORATION - CC	SUPPLIES	290.91	1
SHULTS EQUIPMENT, INC	SUPPLIES	1,050.00	1
SIMPLY ENGRAVING	SUPPLIES	44.95	1
SINGLESOURCE	SUPPLIES	123.34	1
STAPLES - MP	SUPPLIES	240.01	3
STAPLES BUSINESS ADVANTAGE	SUPPLIES	319.24	2
STATE OF MICHIGAN ICHAT LOOK UP	CONTRACT SVCS	10.00	1
STATE OF MICHIGAN-DEPARTMENT OF STATE	SUPPLIES	30.44	1
SUNCOAST LEARNING SYSTEMS, INC	TRAINING	1,565.00	6
SWANK MOTION PICTURES	CONTRACT SVCS	450.00	1
THE UPS STORE	CONTRACT SVCS	33.54	3
THE WALL STREET JOURNAL	SUPPLIES	19.49	1
TLO ONLINE	CONTRACT SVCS	50.00	1
U S POSTMASTER	CONTRACT SVCS	7.75	1
U S POSTMASTER	POSTAGE	62.75	2
USPS.COM	CONTRACT SVCS	30.95	2
USPS.COM	POSTAGE	605.00	4
VERIZON WIRELESS	CONTRACT SVCS	21.64	1
VERIZON WIRELESS	SUPPLIES	38.01	1
VERIZON WIRELESS	COMMUNICATIONS	5,033.32	39
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
WAL-MART COMMUNITY	SUPPLIES	91.41	1
WINN TELECOM	COMMUNICATIONS	775.39	2
WINN TELECOM	CONTRACT SVCS	324.26	3
WINN TELECOM	COMMUNICATIONS	1,471.05	5
ZOOM, INC.	CONTRACT SVCS	107.04	7
		<hr/>	<hr/>
	TOTALS	\$46,118.32	303

From: Ponder Coffee <pondercoffeeco@gmail.com>

Sent: Thursday, December 31, 2020 1:15 PM

To: Alsager, Mary <malsager@mt-pleasant.org>; Gillis, Lori <lgillis@mt-pleasant.org>; Joseph, William <wjoseph@mt-pleasant.org>; Lalonde, Kristin <klalonde@mt-pleasant.org>; Perschbacher, Amy <aperschbacher@mt-pleasant.org>; Ronan, George <gronan@mt-pleasant.org>; Tolas, Pete <ptolas@mt-pleasant.org>

Cc: Sponseller, Michelle <msponseller@mt-pleasant.org>; city manager <manager@mt-pleasant.org>; Keeler, Randy <rkeeler@mt-pleasant.org>; Kench, Brian <bkench@mt-pleasant.org>; Kain, Jacob <jkain@mt-pleasant.org>

Subject: 2020

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 folks,

I hope you all are healthy and well and enjoying the holidays!

As the end of the year is upon us I find myself reflecting a bit on 2020 and asking myself how the hell our business has made it this far.

In March, April, May, most of June and July, I thought we were done. I could not see a path forward to keep our business open, but we decided we were going to do everything we could to make it. Truthfully a lot of things went our way: we received grants, loans, rent reductions, people we hardly know just gave us money, etc.

But I can say unequivocally the single most significant thing that kept us going is the road closure on broadway, combined with the initial forgiveness of outdoor dining fees. It would not be an exaggeration of any sort to say we would not have made it this far otherwise. And while we are definitely not out of the woods yet, we can actually see a path now for how we can make it through to the other side.

So thank you, we are incredibly grateful.

Moreover, I also want to say that top to bottom City staff have been just tremendous. Downtown development, building, fire department, code enforcement, parks and recreation, etc., have all been great. Maybe it's just me, but there seemed to be an elevated sense of purpose and care and thoughtfulness among these folks as well.

We are definitely looking forward to better days, but right now we are just happy to have made it this far - and again, we are really grateful for the work the City did this year.

All the best,

Aaron

Minutes of the electronically conducted regular meeting of the City Commission held Monday, December 14, 2020, 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, Lori Gillis, Kristin LaLonde, George Ronan and Petro Tolas All present commissioners indicated they were in Mt. Pleasant in Isabella County, MI.

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.

Proclamations and Presentations

Introduction of various newly hired or promoted City employees to the City Commissioners and residents.

Isabella County Restoration House Executive Director Dee Obrecht gave a presentation on current operations during the pandemic.

Public Input on Agenda Items

Michael Komorn, attorney for Consano LLC, discussed the report by City Planner Kain on review of medical and adult-use marihuana ordinances as it pertains to how the ordinance is implemented.

James McBryde – 2130 Flagstone Court, spoke in support of three-year contract with MMDC for economic development services.

Jerome Schwind – 1280 Queensway, Lake Isabella, spoke in support of three-year contract with MMDC for economic development services.

Caleb Cary – 214 S. Pine Street. Co-Owner of Consano LLC spoke in support of amending medical and adult-use marihuana ordinances to allow medical dispensaries to have recreational licenses.

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.
 - b. Year-end report on citizen group and the complaint process.
2. Minutes of the Principal Shopping District Board (May 2019).

3. Minutes of the Tax Increment Finance Authority (TIFA) (July).
4. Minutes of the Parks and Recreation Commission (October).
5. Minutes of the Planning Commission (November).

Moved by Commissioner Alsager and supported by Commissioner Gillis to approve the following items on the Consent Calendar:

1. Minutes of the electronically conducted regular meeting of the City Commission held November 23, 2020.
2. Minutes of the electronically conducted closed session of the City Commission held November 23, 2020.
3. Bids for 2021 Waste Water Treatment Plant treatment (bulk) chemicals as follows:

Ferrous Chloride	PVS Technologies	\$422.00/dry ton
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4. Bid of Greenscene Landscaping of Mt. Pleasant, Michigan for the 2020-2021 snow season for \$600 per snow removal event, \$700 per salting event and not-to-exceed \$40,000.
5. Resolutions supporting amended rates, fees and charges.
 - a. Water Service Fees:

WHEREAS, the ordinance provision, Section 52.25 requires the water service fees be set by resolution of the City Commission,

WHEREAS, in order to defray the costs of owning, operating, and maintaining the Municipal Water System, the City needs to charge users of the systems, rates, fees and charges for connection to and use of that systems,

WHEREAS, the ordinance provision, Section 52.26 requires there be no free service for the Municipal Water System,

WHEREAS, such fines, rates, fees and charges should be periodically reviewed to assure they are adequate to fully cover the system's cost,

NOW, THEREFORE, BE IT RESOLVED that the following fees and fines be set to begin January 1, 2021

Water Service Fees	
Unauthorized use of Watermain Valve Fine (per Valve)	\$200
Unauthorized use of Curbstop Fine (per curbstop)	\$200
Laboratory Testing - Bacteriological (per sample)	\$25
Annual Maintenance of Private Hydrants (per Hydrant)	\$85
Water Meter Radio Reading Device (purchase and install)	\$125
5/8" Water Meter Tailpiece Set	\$25
1" Water Meter Tailpiece Set	\$40
1.5" New Water Meter Installation Kit	\$600
2" New Water Meter Installation Kit	\$650
3" New Water Meter Installation Kit	\$1,450
4" New Water Meter Installation Kit	\$2,200
6" New Water Meter Installation Kit	\$3,450
8" & 10" New Water Meter Installation Kit	Quote Req

- b. Sewer Demand

WHEREAS, the ordinance provision, Section 51.100 (C) requires that Municipal Sewer System rates, fees and charges are to be set by resolution of the City Commission,

WHEREAS, in order to defray the costs of owning, operating, and maintaining the Municipal Sewer System, the City needs to charge users of the systems, rates, fees and charges for connection to and use of that systems,

WHEREAS, such rates, fees and charges should be periodically reviewed to assure they are adequate to fully cover the system's cost,

NOW, THEREFORE, BE IT RESOLVED that the following fees be set to begin January 1, 2021

Sewer Demand	
Meter Size	Monthly Fee
5/8"	\$8.86
1"	\$22.08
1.5"	\$44.18
2"	\$70.59
3"	\$141.21
4"	\$220.67
6"	\$441.26
10"	\$2,438.67

c. Water Demand

WHEREAS, the ordinance provision, Section 52.25 (B)(1)(a) requires that Municipal Water System rates, fees and charges are to be set by resolution of the City Commission,

WHEREAS, in order to defray the costs of owning, operating, and maintaining the Municipal Water System, the City needs to charge users of the systems, rates, fees and charges for connection to and use of that systems,

WHEREAS, such rates, fees and charges should be periodically reviewed to assure they are adequate to fully cover the system's cost,

NOW, THEREFORE, BE IT RESOLVED that the following fees be set to begin January 1, 2021

Water Demand	
Meter Size	Monthly Fee
5/8"	\$12.23
1"	\$30.57
1.5"	\$61.15
2"	\$97.84
3"	\$195.67
4"	\$305.74

6"	\$611.47
10"	\$3,343.05

Note: Irrigation Meters are charged demand for six months

6. Resolution to approve the final amended 2020 Operating Budget as follows:

WHEREAS, Article VII, Section 10 authorizes the City Commission to amend the annual operating budget by resolution, and

WHEREAS, the 2020 operating budget was originally adopted by resolution on December 9, 2019 and amended on September 14, 2020 and

WHEREAS, the activities of the City since the budget was adopted have been such as to necessitate an amendment at this time,

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2020 operating budget be amended, effective immediately.

	Fund Balance <u>January 1</u>	2020 <u>Revenue</u>	2020 <u>Expenditures</u>	Fund Balance <u>December 31</u>
<u>GOVERNMENTAL FUNDS</u>				
GENERAL FUND				
Unassigned	\$3,276,713	\$14,622,210		
Legislative Division			\$1,074,090	
Finance Division			1,657,620	
Public Safety Division			6,865,740	
Community Services Division			3,141,150	
Public Works Division			848,640	
Amount from Fund Balance			(19,260)	
Total Unassigned	3,726,713	\$14,622,210	\$13,567,980	\$4,780,943
Assigned for Next Year's Budget	19,260	0	19,260	0
Assigned for Economic Initiatives	709,322	140,000	0	849,322
Assigned for Projects/Programs	1,404,731	393,440	100,330	1,697,841
Restricted	684,061	117,340	388,230	413,171
Non-spendable	305,159	0	0	305,159
Total General Fund	\$6,849,246	\$15,272,990	\$14,075,800	\$8,046,436
SPECIAL REVENUE FUNDS				
MAJOR STREET FUND				
Restricted	\$2,271,023	2,871,060	\$2,986,690	\$2,155,393
Restricted for Donation	42,035	0	0	42,035
Total Major Street Fund	2,313,058	2,871,060	2,986,690	2,197,428
LOCAL STREET FUND				
Restricted	995,354	1,229,000	1,197,705	1,026,649

Restricted for Donation	28,055	0	28,055	0
Total Local Street Fund	1,023,409	1,229,000	1,225,760	1,026,649
SPECIAL ASSESSMENT COMMITTED	286,547	50,490	0	337,037
DOWNTOWN SPECIAL ASSESSMENT				
Restricted from Special Assessment	34,097	124,170	107,430	50,837
Assigned from General Fund	53,931	0	0	53,931
Total Downtown Fund	88,028	124,170	107,430	104,768
RECREATION FUND				
Restricted for PEAK	0	236,930	236,930	0
Restricted for Recreation	10,000	20,000	0	30,000
Assigned for PEAK	486,604	104,690	148,350	442,944
Assigned for Recreation	141,213	444,920	496,580	89,553
Total Parks & Recreation Fund	637,817	806,540	881,860	562,497
BLOCK GRANT FUND				
Assigned for Owner Occupied - Hsg.	28,491	0	0	28,491
Assigned	320,271	32,250	90,000	262,521
Total Block Grant Fund	348,762	32,250	90,000	291,012
Cemetery Fund Committed	213,336	10,800	0	224,136
Total Governmental Funds				
Appropriated Budget	\$11,760,203	\$20,397,300	\$19,367,540	\$12,789,963

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, 2020 and ending December 31, 2020

	Fund Balance <u>January 1</u>	2020 <u>Revenue</u>	2020 <u>Expenditures</u>	Fund Balance <u>December 31</u>
CAPITAL PROJECT FUNDS				
CAPITAL IMPROVEMENT FUND				
Committed for Projects	\$542,900	\$120,000	\$253,600	\$409,300
Committed	1,815,330	672,150	428,110	2,059,370
Total Capital Improvement Fund	2,358,230	792,150	681,710	2,468,670
DEBT SERVICE FUNDS				
Borden Building Debt Restricted	99,726	281,610	356,020	25,316

Capital Project and Debt Service Funds

Informational Summaries	\$2,457,956	\$1,073,760	\$1,037,730	\$2,493,986
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Working Capital <u>January 1</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	\$424,000	\$304,000	\$89,721	\$638,279
Unassigned	86,959	0	86,959	0
Total Mission Street DDA Fund	510,959	304,000	176,680	638,279

TAX INCREMENT FIN AUTH FUND

Central Business District Restricted	42,437	0	0	42,437
Central Business District Assigned	760,672	62,730	243,000	580,402
Ind Park North Assigned	90,000	0	0	90,000
Ind Park North Unassigned	6,306	960	2,420	4,846
Total TIFA	899,415	63,690	245,420	717,685

LOCAL DEVELOPMENT FIN AUTHORITY

Assigned	208,821	126,500	107,235	228,086
Unassigned	16,205	0	16,205	0
Total LDFA	225,026	126,500	123,440	228,086

BROWNFIELD REDEVELOPMENT FUND

Assigned	14,153	156,820	156,830	14,143
Unassigned	491	100	0	591
Total Brownfield	14,644	156,920	156,830	14,734

ECONOMIC DEVELOPMENT CORPORATION

Assigned Parking Lot	16,950	1,950	0	18,900
Unassigned	9,711	200	1,700	8,211
Total EDC	26,661	2,150	1,700	27,111

Total Component Unit Funds

Informational Summaries	\$1,676,705	\$653,260	\$704,070	\$1,625,895
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Working Capital <u>January 1</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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PROPRIETARY FUNDS**Enterprise Funds**

LAND DEVELOPMENT FUND

Restricted	\$242,170	0	0	\$242,170
Unassigned	(9,415)	15,700	10,170	(3,885)
Total Land Development	232,755	15,700	10,170	238,285
AIRPORT FUND				
Restricted	12,527	160,000	110,000	62,527
Assigned	82,519	0	0	82,519
Unassigned	99,750	388,260	270,790	217,220
Total Airport	194,796	548,260	380,790	362,266
SEWER FUND				
Assigned	1,785,003	870,000	854,670	1,800,333
Restricted	577,300	100,000	0	677,300
Unassigned	1,397,186	2,000,240	1,812,200	1,585,226
Total Sewer	3,759,489	2,970,240	2,666,870	4,062,859
WATER FUND				
Restricted	502,800	188,000	0	690,800
Assigned	1,282,514	440,000	359,040	1,363,474
Unassigned	1,311,119	2,644,180	2,486,230	1,469,069
Total Water	3,096,433	3,272,180	2,845,270	3,523,343
SOLID WASTE FUND				
Restricted	220,483	30,000	10,000	240,483
Unassigned	947,340	608,840	646,160	910,020
Total Solid Waste	1,167,823	638,840	656,160	1,150,503
Internal Service Funds				
MOTOR POOL FUND				
Assigned	393,000	370,000	393,000	370,000
Unassigned	465,217	807,250	702,550	569,917
Total Motor Pool	858,217	1,177,250	1,095,550	939,917
SELF INSURANCE FUND				
	1,653,025	2,344,100	2,858,800	1,138,325
Total Proprietary Funds				
Informational Summaries	\$10,962,538	\$10,966,570	\$10,513,610	\$11,415,498

7. Authorize the Mayor or City Manager to sign the interlocal agreement for designation of assessor as presented.
8. Authorize the Mayor and City Clerk to execute an addendum to the existing farming contract with Robert Ervin for an additional one year ending December 31, 2021.
9. Set the first City Commission meeting of 2021 for January 11, 2021 at 7:00 p.m.

10. Warrants dated November 24 and December 1, 2020 and Payrolls dated November 25, 2020 & December 4, 2020 all totaling \$846,463.84

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

NAYS: None

ABSENT: None

Motion unanimously adopted.

A Public hearing was held on Michigan Community Development Block Grant (CDBG) Revolving Loan Fund (RLF) program application for GreenTree Cooperative Grocery, Inc. There being no public comment or communications received, the Mayor closed the public hearing.

Moved by Vice Mayor Perschbacher and supported by Commissioner Ronan to approve the resolution in support of the GreenTree Cooperative Grocery, Inc. Community Development Block Grant Revolving Loan Fund application as presented.

WHEREAS, GreenTree Cooperative Grocery, Inc. has made application through Northern Initiatives, Inc. for the City of Mount Pleasant CDBG Revolving Loan Funds in the amount of \$320,000 to aid in the purchase of equipment and inventory within the City of Mount Pleasant, and

WHEREAS, the project location meets zoning requirements, is consistent with the City of Mount Pleasant Comprehensive Plan, and the project will employ at least 51% low-to-moderate income persons, and

WHEREAS, the City of Mount Pleasant participates in the Regional RLF Model, has executed a Subrecipient Agreement with Northern Initiatives, and has designated Mary Ann Kornexl and James McBryde on its Regional Fund Approval Committee, and

WHEREAS, the Regional Fund Approval Committee has reviewed and approved said application submitted by GreenTree Cooperative Grocery, Inc. on November 11, 2020, and

WHEREAS, no project costs (CDGB and non-CDBG) will be incurred prior to the formal loan award, completion of the environmental review procedures, and formal, written authorization to incur costs has been provided by the CDBG Project manager, and

WHEREAS, the City of Mount Pleasant has advertised in *The Morning Sun* newspaper and has held a public informational hearing in regard to the CDBG Revolving Loan Fund application on December 14, 2020.

THEREFORE BE IT FURTHER RESOLVED that the City of Mount Pleasant acknowledges that it has held a public informational meeting on December 14, 2020 in regard to the CDBG Revolving Loan Fund application by GreenTree Cooperative Grocery, Inc. in the amount of \$320,000 for the purchase of equipment and inventory for its business

within the City of Mount Pleasant, that the project will employ at least 51% low-to-moderate income persons, and the project meets zoning requirements and is consistent with the City of Mount Pleasant Comprehensive Plan and authorizes the City Manager to sign the Part 2 Application and all attachments.

AYES: Commissioners Alsager, Gillis, Joseph, LaLonde, Perschbacher & Ronan

NAYS: Commissioner Tolas

ABSENT: None

Motion carried.

Moved by Commissioner Alsager and supported by Vice Mayor Perschbacher to approve the resolution approving the final 2021 Operating Budget and set the millage rate for 2021 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, 2021 and ending December 31, 2021;

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2021 operating budget be approved:

	ESTIMATED (A)			
	Fund			Fund
	Balance	2021	2021	Balance
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
<u>GOVERNMENTAL FUNDS</u>				
<u>GENERAL FUND</u>				
Unassigned	\$3,689,043	\$13,270,720		
Legislative Division			1,198,620	
Finance Division			1,487,500	
Public Safety Division			7,404,540	
Community Services Division			2,333,140	
Public Works Division			761,370	
Total Unassigned	3,689,043	\$13,270,720	\$13,185,170	\$3,774,593
Assigned for Economic Initiatives	849,322	0	60,000	789,322
Assigned for Projects/Programs	1,614,531	280,860	79,910	1,815,481
Restricted	94,581	8,500	10,000	93,081
Non-spendable	305,159	0	0	305,159
Total General Fund	\$6,552,636	\$13,560,080	\$13,335,080	\$6,777,636
<u>SPECIAL REVENUE FUNDS</u>				
<u>MAJOR STREET FUND</u>				
Restricted	1,981,883	\$2,269,060	\$1,813,170	\$2,437,773

Restricted for Donation	42,035	0	0	42,035
Total Major Street Fund	2,023,918	2,269,060	1,813,170	2,479,808
LOCAL STREET FUND				
Restricted	958,509	1,416,080	1,457,280	917,309
SPECIAL ASSESSMENT COMMITTED				
	314,907	15,670	0	330,577
DOWNTOWN SPECIAL ASSESSMENT				
Restricted from Special Assessment	33,227	124,070	135,010	22,287
Assigned from Parking	53,931	0	0	53,931
Total Downtown Fund	87,158	124,070	135,010	76,218
RECREATION FUND				
Restricted for PEAK	0	141,000	141,000	0
Assigned for PEAK	446,574	422,150	539,160	329,564
Assigned for Recreation	129,583	617,320	622,260	124,643
Total Recreation Fund	576,157	1,180,470	1,302,420	454,207
BLOCK GRANT FUND				
Assigned for Owner Occupied - Hsg.	28,491	0	0	28,491
Assigned	261,021	750	0	261,771
Total Block Grant Fund	289,512	750	0	290,262
Cemetery Fund Committed	224,136	10,800	0	234,936
Total Governmental Funds				
Appropriated Budget	\$11,026,933	\$18,576,980	\$18,042,960	\$11,560,953

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, 2021 and ending December 31, 2021

	Fund Balance <u>December 31</u>	2021 <u>Revenue</u>	2021 <u>Expenditures</u>	Fund Balance <u>December 31</u>
<u>CAPITAL PROJECT FUNDS</u>				
CAPITAL IMPROVEMENT FUND				
Committed for Projects	329,300	0	0	329,300
Committed	1,706,590	718,430	356,500	2,068,520
Total Capital Improvement Fund	2,035,890	718,430	356,500	2,397,820
<u>DEBT SERVICE FUNDS</u>				
Borden Building Debt Restricted	27,016	339,590	363,460	3,146

**Capital Project and Debt Service
Funds**

Informational Summaries

	\$2,062,906	\$1,058,020	\$719,960	\$2,400,966
	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>

Component Units

MISSION STREET DDA FUND

Assigned	624,259	295,800	67,540	852,519
Total Mission Street DDA Fund	624,259	295,800	67,540	852,519

TAX INCREMENT FIN AUTH FUND

Central Business District				
Assigned	504,389	46,810	483,800	67,399
Ind Park North Assigned	90,000	0	0	90,000
Ind Park North Unassigned	4,736	300	2,420	2,616
Total TIFA	599,125	47,110	486,220	160,015

**LOCAL DEVELOPMENT FIN
AUTHORITY**

Assigned	228,086	1,250	74,300	155,036
Total LDFA	228,086	1,250	74,300	155,036

**BROWNFIELD REDEVELOPMENT
FUND**

Assigned	14,143	134,430	134,390	14,183
Unassigned	591	50	0	641
Total Brownfield	14,734	134,480	134,390	14,824

ECONOMIC DEVELOPMENT CORPORATION

Assigned Parking Lot	18,900	1,950	0	20,850
Unassigned	8,211	0	0	8,211
Total EDC	27,111	1,950	0	29,061

Total Component Unit Funds

Informational Summaries

	\$1,493,315	\$480,590	\$762,450	\$1,211,455
	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>

PROPRIETARY FUNDS

Enterprise Funds

LAND DEVELOPMENT FUND

Restricted	\$50,170	0	0	\$50,170
Unassigned	3,285	15,700	3,000	15,985
Total Land Development	53,455	15,700	3,000	66,155

AIRPORT FUND

Restricted	12,527	40,000	40,000	12,527
Assigned	82,519	0	0	82,519
Unassigned	173,720	583,630	626,200	131,150
Total Airport	268,766	623,630	666,200	226,196

SEWER FUND

Assigned	1,168,963	870,000	265,000	1,773,963
Unassigned	1,260,616	1,811,210	1,898,230	1,173,596
Total Sewer	2,429,579	2,681,210	2,163,230	2,947,559

WATER FUND

Restricted	352,800	0	0	352,800
Assigned	1,021,134	440,000	243,000	1,218,134
Unassigned	1,251,529	2,798,240	2,778,640	1,271,129
Total Water	2,625,463	3,238,240	3,021,640	2,842,063

SOLID WASTE FUND

Restricted	210,483	0	10,483	200,000
Unassigned	858,240	591,010	710,647	738,603
Total Solid Waste	1,068,723	591,010	721,130	938,603

Internal Service Funds

MOTOR POOL FUND

Unassigned	508,297	1,324,540	1,460,310	372,527
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SELF INSURANCE FUND

1,196,545	2,362,100	2,818,580	740,065
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Total Proprietary Funds

Informational Summaries

\$8,150,828	\$10,836,430	\$10,854,090	\$8,133,168
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WHEREAS, it is expected that the appropriations and working capital uses require that the City of Mt. Pleasant raise amounts totaling \$30,379,460 to finance all municipal operations during the fiscal year, and

WHEREAS, all funds, except the General Fund, Major Street Fund, Special Assessment Fund, Downtown Improvement 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, 2021 and consider adjustments based on changed conditions.

	Property Tax Levy	Other Sources	Millage
General Fund			
Operating	\$ 5,689,160	\$6,998,620	12.440
Fire and Police Pension	872,300	-	1.810
Total General Fund	\$ 6,561,460	\$ 6,998,620	14.250

Capital Improvements	\$	700,430	18,000	1.500
Borden Building Bonds		241,400	98,190	0.500
Total Other funds	\$	941,830	\$ 116,190	2.000
Total Millage				16.250

(A) Projections as of August, 2020.

AYES: Commissioners Alsager, Joseph, LaLonde, Perschbacher & Ronan
 NAYS: Commissioners Gillis & Tolas
 ABSENT: None
 Motion carried.

Moved by Vice Mayor Perschbacher and supported by Commissioner Ronan to authorize the Mayor to sign a three-year contract with MMDC for economic development services and the appropriate 2021 budget amendment.

AYES: Commissioners Alsager, Joseph, LaLonde, Perschbacher & Ronan
 NAYS: Commissioners Gillis & Tolas
 ABSENT: None
 Motion carried.

The Commission received the report by City Planner Kain on review of medical and adult-use marihuana ordinances.

Discussion ensued.

No action by the Commission required at this time.

Moved by Commissioner Gillis and supported by Commissioner Tolas to consider each appointment to various city boards and commissions as recommended by the Appointments Committee individually.

AYES: Commissioners Gillis, LaLonde & Tolas
 NAYS: Commissioners Alsager, Joseph, Perschbacher & Ronan
 ABSENT: None
 Motion failed.

Moved by Commissioner Alsager and supported by Commissioner Ronan to approve the following appointments to various city boards and commissions as recommended by the Appointments Committee.

Terms Expires:

Board of Review

Tony Kulick

December 31, 2022

City/CMU Student Liaison Committee

Rachel Agardy

December 31, 2021

Mid-Michigan Aquatic Recreational Authority
Judith Wagley

December 31, 2022

Parks and Recreation Commission
Desirea Woodworth

December 31, 2023

Planning Commission
David Kingsworthy

December 31, 2023

AYES: Commissioners Alsager, Joseph, LaLonde, Perschbacher & Ronan
NAYS: Commissioners Gillis & Tolas
ABSENT: None
Motion carried.

Moved by Commissioner Alsager and supported by Commissioner LaLonde that there be no increase to the City Manager contract for 2020.

AYES: Commissioners Alsager, Joseph, LaLonde, Perschbacher & Ronan
NAYS: Commissioners Gillis & Tolas
ABSENT: None
Motion carried.

Moved by Vice Mayor Perschbacher and supported by Commissioner Alsager to cancel the meeting of the Mt. Pleasant City Commission scheduled for December 21, 2020.

AYES: Commissioners Alsager, Gillis, Joseph, LaLonde, Perschbacher & Tolas
NAYS: Commissioner Ronan
ABSENT: None
Motion carried.

Moved by Vice Mayor Perschbacher and supported by Commissioner Tolas to authorize Finance Director Mary Ann Kornexl to approve the issuance of payrolls and warrants from December 15, 2020 through January 11, 2021.

AYES: Commissioners Alsager, Gillis, Joseph, LaLonde, Perschbacher, Ronan & Tolas
NAYS: None
ABSENT: None
Motion unanimously adopted.

Announcements on City-Related Issues and New Business

Commissioner Alsager thanked Commissioner Lalonde for years of service.

Commissioner Gillis complimented downtown holiday window paintings; thanked staff for work during pandemic and reminded community to take steps to stop the spread of Covid-19; and she encouraged everyone to find someone to help in our community during the holidays.

Commissioner Tolas thanked Commissioner LaLonde for her service; and wished everyone a Merry Christmas and a Happy New Year.

Vice Mayor Perschbacher thanked Commissioner LaLonde for her service; reminded community that there are those in need in our community; and reminded folks to wear masks and help stop the spread of Covid-19.

Commissioner LaLonde thanked staff and fellow Commissioners.

Mayor Joseph reminded community to help stop the spread of Covid-19; thanked fellow commissioners and staff for their efforts during 2020; thanked Commissioner LaLonde for her service to the community and read a statement highlighting some of Commissioner LaLonde's accomplishments during her tenure on the Commission.

Public Comment on Agenda and Non-Agenda Items

Michael Komorn, attorney for Consano LLC, discussed medical and adult-use marihuana ordinances and showed support for modifying ordinance on adult use marijuana.


Mayor Joseph adjourned the meeting without objection at 10:07 p.m.

William L. Joseph, Mayor

Chris Saladine, Acting City Clerk

COMMISSION LETTER #004-21
MEETING DATE: JANUARY 11, 2021

TO: MAYOR AND CITY COMMISSION JANUARY 6, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT)
PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES FOR
THE PURPOSE OF REPRESENTING THE CITY IN TRANSACTIONS

The Michigan Department of Transportation requires the local governing body to annually pass a standard resolution authorizing certain staff to complete and submit paperwork and permits for work in the right of ways along state highways. The attached memo from City Engineer Stacie Tewari recommends the Commission pass the attached MDOT resolution authorizing the staff in the engineering department to complete such paperwork and permits.

Recommended motion:

Move to authorize City staff to submit MDOT permits on behalf of the City of Mt. Pleasant as outlined in the attached resolution to MDOT indicating such authorization.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

FROM: Stacie Tewari, City Engineer

DATE: January 4, 2021

SUBJECT: MDOT - Performance Resolution for Governmental Agencies

City Commission is requested to adopt the Michigan Department of Transportation's Performance Resolution for Governmental Agencies.

Adoption of the Performance Resolution is required annually by the Michigan Department of Transportation for purposes of issuing permits for work within the rights-of-way along state highways. Adoption of the resolution will authorize DPW Director Jason Moore, City Engineer Stacie Tewari, and GIS Specialist Robyn Liptow to apply for right-of-way permits on behalf of the city.

It is recommended that the City Commission adopt the Michigan Department of Transportation's Performance Resolution for Governmental Agencies.

PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the _____
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
6. With respect to any activities authorized by a PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Title and/or Name: _____

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
(Name of Board, etc)

of the _____ of _____
(Name of GOVERNMENTAL AGENCY) (County)

at a _____ meeting held on the _____ day

of _____ A.D. _____.

Signed _____ Title _____

COMMISSION LETTER #005-21
MEETING DATE: JANUARY 11, 2021

TO: MAYOR AND CITY COMMISSION JANUARY 6, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER APPROVAL OF AIRPORT JOINT OPERATIONS AND
MANAGEMENT AGREEMENT

A number of years ago both the City Commission and the Airport Advisory Board approved motions of support to initiate discussions with potential airport partners to meet the changing needs of the airport. Attached for reference is a document shared with potential partners that articulated the goals of such a partnership.

Initially, the following entities were invited to the discussions:

- Saginaw Chippewa Indian Tribe
- Isabella County
- Charter Township of Union
- Chippewa Township
- Central Michigan University
- Middle Michigan Development Corporation

Additional information about the airport, the goals and legal research on the types of available agreements were all discussed during the initial meetings. Ultimately, four of the invited potential partners indicated an interest in continuing discussions.

Based on the legal research and the stated goals, the City Attorney recommended an interlocal agreement as the preferred option for such a partnership. The agreement was drafted by the City Attorney and revised multiple times based on input from the interested partners and their attorneys. In December 2020, the Saginaw Chippewa Indian Tribal Council, Charter Township of Union Board, Isabella County Board and Middle Michigan Development Corporation all obtained appropriate approvals from their respective boards to enter into the agreement. The proposed agreement is now being brought to the City Commission for final approval.

As previously indicated, the current Airport Advisory Board (AAB) indicated support for such an agreement. Based on their initial support of the concept and in an effort to keep the board apprised of the status, the final agreement was shared with them in November. After much discussion, the AAB, in its advisory capacity, voted on a motion to not recommend the agreement. The vote tally was 2 yes, 1 no, 1 abstain and 1 absent. The articulated reasons for not supporting the recommended agreement are summarized as follows: Middle Michigan Development Corporation (MMDC) is not a governmental unit, concerns that dollars contributed are not equal to votes and therefore, may lead to

future discontent of the partners, lack of city resident input on the board and uncertainty about the future role of the Airport Advisory Board.

To address the concerns of the AAB we would offer the following information:

1. MMDC

Response: Although MMDC is not a governmental unit, it is an entity that is committed to economic development for the region and can legally be a party to the proposed agreement.

2. Dollars contributed

Response: Each member entity who agreed to be a partner was aware of the financial commitments being made by the other entities and approved the agreement. If this becomes a concern in the future, the agreement can be mutually amended or the concerned entity has the ability to withdraw from the partnership agreement according to the terms of the agreement.

3. No city resident

Response: Because all final decisions are carried out by the City Commission who are all City residents, and the changing nature of the airport as an economic drive, this may not be as necessary as it previously was.

4. Future role of the Airport Advisory Board

Response: The current AAB would eventually be phased out, but their knowledge and history will be utilized until their terms expire. The current AAB members will be specifically invited to all scheduled meetings of the Joint Airport Operations Board and will be provided an opportunity to comment on any agenda items before a formal vote is taken by the voting members.

The current City AAB was created in 1982 as a recommending body to the City Commission on airport related matters. At that time, the airport was primarily a recreational pilot focused airport and the City Commission was looking for input from individuals who were frequent users and/or understood the airport operations. The AAB has never had any independent authority and has always served as an advisory/recommending board.

The new proposed agreement has representatives from the partners fulfilling the role that was previously held by the AAB. The members of the new board outlined in the partnership agreement are based on the increased focus and the importance of the airport to economic development for the region, while also providing recreational pilot services.

Because of the knowledge of the current AAB members and the history that they bring, we would recommend that each current member continue to fulfill their current terms of appointment. These members would be invited to attend the newly formed Joint Operations board meeting and provide input to the new board, as the new board takes action on recommendations to the City Commission.

We believe the proposed agreement fulfills the original goals outlined in the partnership discussions. It will include other entities who are also committed to economic development and the positive economic impact of the airport to the region. These other entities will provide a wider range of input and planning perspective as well as financial contributions.

It should be noted that the agreement maintains the City will continue the ownership, employees and liability for the airport. Therefore, all final decisions will be ultimately made by the City Commission.

We recommend the City Commission approve the agreement as presented.

Recommended motion:

Move to authorize the Mayor and Clerk to sign the Airport Joint Operations Agreement as presented and to retain the current Airport Advisory Board members until their terms expire.

NJR/ap

Airport Facts

- City of Mt. Pleasant has owned and operated general aviation airport since 1940
- Started with primary uses being recreational pilots; has transitioned to more business use for the entire County.
- Valuable asset for economic development for the area
- Airport is not located in the City limits
- City is only governmental entity that subsidizes it
- New airports are not being built; need to capitalize on the asset we have
- Center of state location is a key advantage of the airport
- Proximity to M-20 and US127 add to airport location advantage
- Any expansion of facilities or runways will require additional partners to help lobby and support
- See attached for additional information on the airport

Partnership Interest

Looking for partners who are interested in:

- ✓ Promoting the value of an airport for the area
- ✓ Will help identify opportunities for business and development
- ✓ Will help to identify desired service levels
- ✓ Assist in ongoing operations and capital investment

Willing to work on a governance/legal structure that best meets partners' desires

AIRPORT JOINT OPERATIONS AND MANAGEMENT AGREEMENT

This Airport Joint Operations and Management Agreement is made as of _____, 2020, among the City of Mount Pleasant, a Michigan home rule city the principal address of which is 320 W. Broadway St., Mt. Pleasant, MI 48858 (the "**City**"), the County of Isabella, a Michigan county the principal address of which is 200 N. Main Street, Mt. Pleasant, MI 48858 (the "**County**"), the Charter Township of Union, a Michigan charter township the principal business address of which is 2010 S. Lincoln, Mt. Pleasant, MI 48858 (the "**Township**"), the Saginaw Chippewa Indian Tribe, a federally recognized Indian Tribe the principal business address of which is 7500 Soaring Eagle Blvd., Mt. Pleasant, MI 48858 (the "**Tribe**"), and Middle Michigan Development Corporation, a Michigan nonprofit corporation the principal address of which is 200 E. Broadway St., Mt. Pleasant, MI 48858 (the "**MMDC**"), pursuant to and in accordance with the Urban Cooperation Act of 1967, 1967 (extra session) PA 7, MCL 124.501 *et seq.* ("**Act 7**").

RECITALS

- A. The City currently owns and operates the Mt. Pleasant Municipal Airport, a general aviation airport in Union Township and Chippewa Township, the precise location of which is 43 degrees 37.30 N by 084 degrees 44.25 W at an elevation of 775 feet and the address of which is 5453 East Airport Road, Mt. Pleasant, MI 48858 (the "**Airport**").
- B. The parties agree the Airport is important to the local economy because many national, regional and local businesses, many entertainers performing locally, and others rely on the Airport for transportation needs.
- C. Under applicable law, the political subdivisions have the authority to own and operate an airport and, therefore, may enter into an agreement to jointly operate the Airport under Act 7.
- D. The MMDC has the authority pursuant to PA 162 of 1982 to enter into contracts and to further its intended purpose to grow the economy with services designed to retain, expand and attract businesses in Clare and Isabella Counties.
- E. The parties believe an agreement for joint operation may aid in funding Airport operations, provide all parties a role in its operations, and, thereby enhance the Airports' long-term viability and vitality.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Contract, the parties agree:

- 1. Joint Operations Board. A Joint Operations Board (the "**Board**") is created for operations and management oversight of the Airport as provided in this section.
 - A. The Board shall have 5 members, including one representative each from the City, the County, the Township, the Tribe, and the Middle Michigan Development Corporation (MMDC).
 - 1. Members shall be appointed by the chief executive officer of a party and approved by that party's governing body. The representative of MMDC shall be appointed by the City on recommendation of the MMDC Board.
 - 2. The members first appointed to the Board shall serve as follows:
 - a. The Board member first appointed by the City shall serve until December 31, 2021.
 - b. The Board member first appointed by the County shall serve until December 31, 2021.
 - c. The Board member first appointed by Township shall serve until December 31, 2023.
 - d. The Board member first appointed by Tribe shall serve until December 31, 2022.
 - e. The Board member first appointed by the City on recommendation of the MMDC Board shall serve until December 31, 2023.
 - 3. All Board members appointed thereafter shall be appointed to serve 3-year terms, which shall be staggered by virtue of the term lengths provided in subsection 2 above.

4. There shall be no limitations on the numbers of terms any member can serve either successively or after interruption of terms.

5. Board members shall serve at the pleasure of the governing body that appointed them and may be removed and replaced in the manner set forth in Section 1.A.1.at any time for any reason or for no reason by a majority vote of the then currently serving members of that governing body.

6. The Joint Operations Board, by majority vote, may request that the appointing governing body remove a board member.

7. Board members shall be senior administrators or managers of the party appointing them. Board members shall not be deemed to have any conflict of interest or any incompatibility of office due to such service on the Board and as officers or employees of the party appointing them. Board members may vote on any issue before the Board, including a contract with or affecting the party appointing them, unless such conflict arises from other conditions or circumstances other than their service as an officer or employee of the party appointing them.

8. Board members shall serve without compensation, though they may be reimbursed for travel or other costs incurred in their service as Board members.

B. Each Board member will have one vote.

C. The Board shall meet not less frequently than quarterly at the Airport, in a meeting room of one of the parties, or at such other place as the Board shall determine. Special meetings may be called by the chairperson provided at least 18 hours notice is provided to all members.

1. Board meetings shall comply with Michigan's Open Meetings Act, 1976 PA 267, MCL 15.261 *et seq.*

2. Board records shall be subject to Michigan's Freedom of Information Act, 1976 PA 442, MCL 15.231 *et seq.*

3. A majority of the Board members shall constitute a quorum.

4. Except as otherwise provided by applicable law, actions may be taken by a majority of the Board members present at a meeting provided all who constitute the quorum are able to vote on the matter and provided the Board meeting is held in compliance with applicable law.

D. Annually, at its first meeting of each year, the Board shall elect a chairperson, a vice-chair person and a secretary.

1. The chairperson shall collaborate with staff for the Airport on preparing the agenda for Board meetings and shall sign documents on behalf of the Board.

2. The vice-chairperson shall act in place of the chairperson when the chairperson is unavailable to act.

3. The secretary shall review draft Board meeting minutes and may sign documents on behalf of the Board.

4. The Board may, by resolution, designate other board members to act in place of any officer.

5. The City will appoint a Staff liaison to the Board.

E. The Board, by resolution, shall approve and may amend Board rules of procedures.

F. The parties intend that the Board guide, set policy for, plan, approve applications for grants and other funding for, and otherwise oversee Airport operations and management in accordance with all applicable law.

1. Accordingly, the Board may consider any matter related to the Airport including, for illustration and not for limitation, current or future Airport ownership, property, facilities, services, use, operation, maintenance, repair, replacement, improvement, licensing, regulation, occupancy, funding, Airport user rules and regulations, Airport fees, Airport service contracts, FBO agreements, and assistance generating revenues.

2. The Board shall annually recommend an annual budget for the Airport to the City Manager of

the City not later than the date for budget recommendations by City department heads. The City Commission of the City shall approve the annual fiscal year budget of the Airport as part of the City's annual budget. All Airport spending shall be within and in compliance with the budget for the Airport as approved or amended by the City Commission.

3. The acquisition, sale, lease or other conveyance or encumbrance of any Airport property or any interest in Airport property shall require approval of the City Commission of the City.

4. All contracts affecting the Airport that require commitments lasting longer than a year (such as the 20-year commitments that are a part of Airport grant agreements or multi-year FBO agreements) require the approval of the City Commission of the City.

5. On all matters over which City staff or the City Commission have a role, consideration shall be given to recommendations of the Board.

G. The Board may not levy any tax. The Board may not issue any debt. The Board may not create any obligation for any party except for the City as owner of the Airport.

2. Ownership. The City shall continue to be the sole owner of the Airport. This Contract does not provide any other party any interest in the Airport. This Agreement does not convey any interest in any property or any rights to the use of any property.

3. Personnel. All Airport personnel shall continue to be City employees or City-contracted service providers. No other party and no Board member shall have any obligation for compensation, including benefits, for withholding or for any other aspect of their employment.

4. No New Entity. This Agreement does not establish a new entity. The Board is a body empowered as provided in this Agreement, but is not a separate body corporate. The Board may not sue or be sued in its own name.

5. Funding. The parties understand that stable funding for the Airport is critical to its viability and vitality. The parties all have an interest in the Airport's viability and accordingly agree to fund the Airport as follows:

A. Funds for the Airport have historically come from the following sources, all of which may continue to provide some funding.

1. Airport operations have provided some funds for the Airport. The parties agree that, ideally, Airport operational revenues would pay all Airport operations. The Board is charged with working toward minimizing funding from the parties while providing necessary services recognizing that it will not likely be a self-supporting entity.

2. Federal and state grants have paid most costs to acquire needed property rights for and to complete capital projects at the Airport. The Board shall continue to provide assistance and support to seek appropriate state and federal grants for Airport projects.

3. The City has also budgeted funds to support the Airport and to provide some in-kind services for the Airport.

4. The Tribe has provided some funds for the Airport from gaming revenue as permitted by its Compact with the State. The City will continue to request these funds each year to fund ongoing operations and capital purchases at the Airport. If a request for funding is received by the Tribe, Tribal Council will review the request and make funding decisions based on the Tribe's 2% distribution process. Any contribution of such funds awarded by the Tribe would be in addition to the fixed amount to be provided by the Tribe pursuant to subsection C below

B. The Board's proposed annual budget shall designate anticipated funds identifying the sources and uses of those funds. The budget shall detail proposed Airport expenditures and the sources of funds supporting those expenditures. The budget shall provide details on operations revenues, including the fees to be charged and collected from Airport users, FBO's, services, etc. It shall provide a fee schedule.

C. The parties shall provide funding to the Airport as follows:

1. The City shall be responsible for any remaining unfunded costs remaining after the contributions of the other parties are accounted for.
2. On or before January 31 of each year, the County shall pay an annual sum of \$5,000.
3. On or before January 31 of each year, the Township shall pay an annual sum of \$10,000.
4. On or before January 31 of each year, the Tribe and MMDC shall each pay an annual sum of \$1,000.
5. A party's formal approval of a budgetary appropriation to the Airport shall constitute a resolution committing funding for purposes of this provision.

D. The parties may, by subsequent agreements approved by their respective governing bodies, commit to funding the Airport or specific projects, undertakings, or portions of Airport operations, for more than a single fiscal year. If the Board proposes and the parties, by a resolution adopted by their respective governing bodies, approve of a formula for Airport funding, that funding formula may apply according to its terms.

6. Term and Termination. This Agreement shall take effect on January 1, 2021 and shall remain in effect until all parties have withdrawn.

7. Withdrawal. Any party may withdraw as a party to this Agreement as of December 31 of any given year by providing written notice on or before July 1 of that year. Such withdrawing partner shall not be responsible for providing an annual contribution to the Airport (as provided in Section 5.C. above) thereafter. However, withdrawal will not affect any funding agreements for funding the Airport for specific projects, undertakings or portions of the Airport that span more than one fiscal year, unless the Board and other parties otherwise consent in writing.

8. Notices. All notices and other communications provided for in this Agreement shall be in writing and delivered personally or by overnight delivery service, addressed to the parties at their respective addresses provided above or at such other addresses as may be specified by written notice delivered in accordance with this section.

9. Indemnification. To the extent allowed by applicable law, the City is generally responsible for losses arising out of the operation of the Airport and shall indemnify and hold harmless the other parties to this Agreement for any such losses, except to the extent caused by the negligence or intentional misconduct of any such party. For purposes of this section, "loss" means an amount or amounts that the City is legally responsible for or pays in any form resulting from injury to persons, damage to property, or breach of contract, including for example a judgment, a settlement, a fine, damages, injunctive relief, staff compensation, a decrease in property value, and expenses for defending against a claim for a loss (including fees for legal counsel, expert witnesses, and other advisers).

10. General Provisions.

A. The parties agree that damages may be inadequate remedies and that equitable remedies such as for mandamus, specific performance, and injunctive relief may be necessary and appropriate.

B. If any provision of this Agreement is held to be illegal, invalid or unenforceable, such provision will be fully severable and this Agreement will, to the extent possible and without destroying its intent, be construed and enforced as if such illegal, invalid or unenforceable provision had never been part of this Agreement, and the remaining provisions will remain in full force and effect and will not be affected by the illegal, invalid or unenforceable provision or by its severance from this Agreement.

C. This Agreement sets forth the entire understanding of the parties and supersedes all prior agreements or understandings, whether written or oral, with respect to its subject matter. No terms, conditions or warranties, other than those contained in this Agreement, and no amendments or modifications to this Agreement will be binding unless made in writing and signed by all parties. All parties were advised by legal counsel and had input into the drafting of this Agreement so it should be construed as mutually drafted. The captions are for reference only and shall not affect interpretation of this Agreement. However, the recitals and any exhibits are integral parts of this Agreement.

D. The waiver or failure to pursue a material breach of any material term of this Agreement will not operate as a waiver of a subsequent breach of the same provision by such party or of a material breach of any other term or provision of this Agreement. The delay or failure of a party to provide notice under this Agreement will not constitute a waiver by such party of any breach under this Agreement.

E. In connection with the management and operation of the Airport, as set out in this Agreement, the parties, as may be required by applicable law, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section may be regarded as a material breach of this Agreement.

CITY OF MT. PLEASANT

By: _____
Will Joseph, Mayor

By: _____
Chris Saladine, City Clerk

Date signed: _____, 20__

CHARTER TOWNSHIP OF UNION

By: _____
Bryan Mielke, Supervisor

By: _____
Lisa Cody, Township Clerk

Date signed: _____, 20__

**MIDDLE MICHIGAN DEVELOPMENT
CORPORATION**

By: _____
James McBryde, President

Date signed: _____, 20__

ISABELLA COUNTY

By: _____
George Green, Chair, County Board of
Commissioners

By: _____
Minde' Lux, County Clerk

Date signed: _____, 20__

**SAGINAW CHIPPEWA INDIAN TRIBE OF
MICHIGAN**

By: _____
Tim J. Davis, Tribal Chief

Date signed: _____, 20__

GRAPIDS 57654-13 435173v8

COMMISSION LETTER #006-21
MEETING DATE: JANUARY 11, 2021

TO: MAYOR AND CITY COMMISSION JANUARY 6, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER APPOINTMENTS OF CITY OFFICIALS TO APPLICABLE CITY
BOARDS AND COMMISSIONS

It is recommended the Mayor appoint the following City administrative officials to the following boards and commissions:

- a. Building Authority – *Finance Director Mary Ann Kornexl*
- b. Center for Applied Research Technology/Local Development Finance Authority - *City Manager Nancy Ridley and Finance Director Mary Ann Kornexl as the alternate*
- c. 9-1-1 / Central Dispatch Governing Board – *Fire Chief Rick Beltinck and Police Captain Andy Latham as alternate*
- d. Isabella County Material Recovery Facility Governing Board –*Street Superintendent Matt Weaver*
- e. MML Legislative Coordinator - *City Manager Nancy Ridley*
- f. Mid-Michigan Area Cable and Telecommunications Consortium Board-*Public Relations Director Darcy Orlik*
- g. Middle Michigan Development Corporation- *Economic Development Director Bill Mrdeza and City Manager Nancy Ridley as alternate*


Recommended Motion:

Move to approve the above staff appointments to the various boards and commissions.

NJR/ap

COMMISSION LETTER #007-21
MEETING DATE: JANUARY 11, 2021

TO: MAYOR AND CITY COMMISSION JANUARY 6, 2021

FROM: NANCY RIDLEY, CITY MANAGER 

SUBJECT: CONSIDER RESOLUTION ON WAIVING PENALTIES AS RECOMMENDED
BY THE PRINCIPAL SHOPPING DISTRICT BOARD (PSD)

At the December meeting of the Principal Shopping District Board (PSD), the board took action to recommend to the City Commission to suspend or waive late fees and/or penalties associated with the Principal Shopping District Special Assessment. This action occurred after the agenda for the December 14 City Commission meeting had been distributed. We did not recommend the item be added to the City Commission agenda as we needed an opportunity to conduct some legal research on the recommendation.

The attached memo from Finance Director Mary Ann Kornexl was drafted based on the legal research completed by City Attorney Mike Homier. The memo provides the background on the special assessment billing, status of unpaid assessments, timing of interest and penalties and the options available to the City Commission for consideration.

In summary, under state law the City Commission does not have any authority over the interest charged and has no authority regarding penalties on or after March 2, 2021 (generally March 1 under property tax law but due to February 28 falling on a Sunday, the City has authority for an extra day this year), but may choose to waive all or part of the 3% penalty between February 17 and March 1.

A decision on the 3% penalty for the 13 days the City Commission has authority over is not a significant financial decision for the City. Such a waiver for all tax payers would indicate a small token of available support to tax payers who may be struggling. This action would be similar to the waiver of penalties previously approved by the City Commission between August 1 and September 15, 2020 for the summer tax bills. We recommend the City Commission waive the 3% penalty for all city tax payers from February 17 to March 1, 2021 and have drafted the appropriate resolution for your consideration.

It is important to note that the 1% interest on unpaid bills as required by state law will still be applied. It should also be noted that any delinquent bills turned over to Isabella County on March 2 are automatically charged additional penalties by the county according to state law.

Recommended Motion:

Move to approve the resolution to waive the 3% penalty on unpaid taxes between February 17 and March 1 as presented.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: December 31, 2020

SUBJECT: Principal Shopping District (PSD) Special Assessment (S/A)

At the December PSD meeting, the board added an item to the agenda to recommend that late fees and charges be waived on the PSD S/A. The board does not have the authority to waive late fees and charges, which is why the recommendation is being forwarded to the City Commission for consideration. The recommendation was not added to the final 2020 City Commission meeting agenda pending further legal review.

The PSD S/A is \$123,479.97 annually and is billed one-half each on the summer and winter tax roll. There are 133 parcels in the PSD paying the assessment for an average assessment of \$928.42. Although not a tax, special assessments are collected in the same manner as *ad valorem* taxes on real property. By state law and City Charter, delinquencies on summer bills are assessed interest on September 15th and winter bills on February 17th at the rate of one percent (1%) and additional charge of one percent (1%) on the first day of each month thereafter until paid. A penalty of three percent (3%) is assessed on February 17th. All delinquent real taxes and special assessments are reported to and become payable to the Isabella County Treasurer on March 1st. After March 1st the County assesses interest and penalties on the delinquent balances in accordance with State property tax law.

The General Property Tax Act and more specifically MCL 211.44 (4) authorizes the City Commission to waive all or a portion of the property tax administration fee and/or penalty during the time the City is collecting the bill. Except for limited circumstances under MCL 211.44(3) that are not applicable here, MCL 211.44(4) does not authorize the waiver of interest.

In August of 2010, the City Commission directed staff to set a procedure for taxpayer requests for waivers to be presented to the City Commission and they would be evaluated on a case-by-case basis to determine whether a waiver is warranted in each unique circumstance. In the 10 years the procedure has been in place, the City has not received any requests for waivers. However, you will recall that due to the economic uncertainty of COVID, the City Commission, on its own accord, waived the summer penalty provided for in the City Charter beginning August 1st and began charging interest in accordance with state law on September 15th. The City does not charge a property tax administration fee on City taxes or S/A, only on taxes levied for other entities.

As of December 31st for the PSD S/A there are 9 bills totaling \$4,038.92 outstanding for summer and 61 bills totaling \$26,116.60 outstanding for winter. During 2019, the City collected \$3,302.55 in penalties, for all properties, from February 15th thru February 29th.

In conclusion, the City Commission may consider waiving all or part of the penalties on the PSD S/A pursuant to the authority granted to it by MCL 211.44(4).

Requested Action:

Request the City Commission consider the PSD board recommendation by doing one of the following:

Memorandum



- A. Continue charging the 3% penalty from February 17th to February 28th in accordance with state law and City Charter, but consider individual requests for waivers in accordance with the 2010 procedure; or
- B. Waive all or part of the 3% penalty on PSD S/A line item on the summer and winter tax bill from February 17th to February 28th; or
- C. Waive all or part of the 3% penalty on delinquent taxes of all taxpayers in the City from February 17th to February 28th.



RESOLUTION

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death and it is caused by a new strain of virus that has not previously identified in humans and can easily spread from person to person; and

WHEREAS, State of Michigan Governor Gretchen Whitmer declared a state of emergency to harness resources across the state to slow the spread of the virus and various executive orders, public health orders and state legislation have been enacted as a response to the pandemic; and

WHEREAS, the City Commission has determined it is in the best interests of the health, safety and welfare of the City to provide for the continued basic operations of the City and to take actions authorized under the Emergency Management Act, Act 390 of 1976 (the "Act") and in compliance with executive orders and public health orders issued in response to the COVID-19 pandemic; and

WHEREAS, COVID-19 has had a negative economic impact on the citizens and businesses of the City and may continue to do so for weeks or months to come; and

WHEREAS, the City Commission has determined that, where possible, it is in the best interest of the health, safety, and welfare being of its residents to provide economic relief; and

WHEREAS, the Principal Shopping District Board recommended at its December 10, 2020 meeting to waive the interest and/or penalties on outstanding Principal Shopping District Special Assessments; and

WHEREAS, MCL 211.44(4) authorizes the governing body of a local property tax collecting unit to waive all or part of the late penalty charge.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Mount Pleasant as follows:

1. Beginning February 17, 2021 through March 1, 2021, the City of Mount Pleasant, pursuant to the authority under MCL 211.44(4) and without further request, waives the 3% penalty only that accrues on all unpaid City taxes.