

Minutes of the regular meeting of the City Commission held Monday, November 28, 2022, at 7:00 p.m., in the City Commission Room, 320 W. Broadway St., Mt. Pleasant, Michigan with virtual options.

Mayor Perschbacher called the meeting to order.

The Pledge of Allegiance was recited.

Land Acknowledgement statement was recited.

Commissioners Present: Mayor Amy Perschbacher and Vice Mayor Mary Alsager; Commissioners Brian Assmann, Liz Busch & Bryan Chapman

Commissioners Absent: Maureen Eke and George Ronan

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

Proclamations and Presentations

Public Safety Director Paul Lauria introduced and swore in Police Officer Austin Pahl.

Public Safety Director Paul Lauria introduced Public Safety Records Supervisor Aimee Murphy.

Moved by Commissioner Busch and seconded by Vice Mayor Alsager to approve the Agenda as presented. Motion unanimously adopted.

Receipt of Petitions and Communications

Received the following petitions and communications:

3. Economic Development Corporation/Brownfield Redevelopment Authority June Meeting Minutes.
4. Airport Joint Operations and Management Board October Meeting Minutes.
5. Zoning Board of Appeals October Meeting Minutes.
6. Notice of Temporary Traffic Control Order #1-2023.
7. Notice of Temporary Traffic Control Order #2-2023.

Moved by Commissioner Chapman and seconded by Commissioner Busch to approve the following items on the Consent Calendar:

8. Minutes of the regular meeting of the City Commission held November 14, 2022.
9. Purchase of 2023 model Caterpillar backhoe from Michigan CAT in the amount of \$139,900 and approve the trade-in amount of \$35,000 for the 2007 backhoe, for a net cost of \$104,900. Funds for this purchase have been included in the 2023 Motor Pool Capital Improvement Budget.
10. Bid of Romanow Building Services (RBS) of Grand Rapids, Michigan for 2023-2025 Custodial Services of City Buildings at a cost of \$69,000 in 2023 and increasing to \$73,000 in 2025.

11. Purchase of a 2022 Ford F-250 as part of the Krapohl Buy Back Program as a police administration replacement vehicle in the amount of \$36,460.
12. Authorize the purchase of three (3) Lucas devices from Stryker Medical of Chicago, Illinois in the amount of \$53,663. Funds to cover this purchase have been allocated from a grant award by the Mt. Pleasant Area Community Foundation (MPACF).
13. Authorize the Mayor to sign a letter of support for Michigan State Housing Development Authority Neighborhood Enhancement Program application.
14. Budget amendment of \$19,000 to purchase chemicals for water treatment.
15. Warrants dated November 4, 15 & 17, 2022 and Payrolls dated November 10, 2022 all totaling \$1,579,227.56.

Motion unanimously adopted.

A public hearing was held on request of China Master for a Development District (DDA) License for their location at 1216 South Mission St. There being no public comments or communications, the Mayor closed the public hearing.

Moved by Vice Mayor Alsager and seconded by Commissioner Busch to adopt the following Resolution as presented.

WHEREAS, the City Commission has established a Development District (DDA) License Development District pursuant to Act 501 of Public Acts 2006 **436.1521a(1)(b)**, and;

WHEREAS, the City of Mt. Pleasant Mission/Pickard Downtown Development Authority (DDA) will realize considerable public and private investment within the next five years, and;

WHEREAS, the Mission/Pickard DDA was established under Public Act 197 of 1975 under appropriate statutory provision, and;

WHEREAS, the City of Mt. Pleasant shall provide the Michigan Liquor Control Commission a map clearly outlining the boundaries of the Development District (DDA) License Development District, and;

Whereas, the City Commission finds that China Master meets the provisions of Public Act 501 of 2006, including:

- Is engaged in dining, entertainment or recreation and open to the general public;
- Have a seating capacity of at least 25 people;
- Investment of more than \$75,000 in the rehabilitation or restoration of the building where the license will be housed in the next five years;

WHEREAS, the City of Mt. Pleasant shall provide to the Michigan Liquor Control Commission an affidavit from the City Assessor, as certified by the City Clerk, stating the total amount of public and private investment in real and personal property with the selected portion of Mission/Pickard DDA district, which shall not be less than \$200,000 for each license requested, over the preceding time periods, and,

NOW BE IT THEREFORE RESOLVED, the City Commission hereby approves the request from China Masters, "ABOVE ALL OTHERS" for a new Class C license under **436.1521a(1)(b)**, to be permitted at 1216 South Mission, Mt. Pleasant, Isabella County, Michigan

AYES: Commissioners Alsager, Assmann, Busch, Chapman & Perschbacher

NAYS: None

ABSENT: Commissioners Eke and Ronan

Motion unanimously adopted.

Moved by Commissioner Busch and seconded by Vice Mayor Alsager to approve the final 2023 Annual Operating Budget as presented.

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, 2023 and ending December 31, 2023;

NOW THEREFORE, BE IT RESOLVED, that the following revenue and expenditure appropriations be approved and the 2023 operating budget be approved:

	ESTIMATED (A)			
	Fund			Fund
	Balance	2023	2023	Balance
	<u>January 1</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>December 31</u>
<u>GOVERNMENTAL FUNDS</u>				
GENERAL FUND				
Unassigned	\$5,528,674	\$14,096,210		
Legislative Division			1,380,670	
Finance Division			1,395,620	
Public Safety Division			7,991,580	
Community Services Division			2,477,700	
Public Works Division			850,640	
Total Unassigned	2,802,909	\$14,096,210	\$14,096,210	\$2,802,909
Assigned for Next Year's Budget	383,620		383,620	0
Assigned for Economic Initiatives	691,524	0	65,000	626,524
Assigned for Projects/Programs	3,136,467	231,950	276,930	3,091,487
Restricted	156,399	12,500	12,750	156,149
Committed for Special Assessments	283,905	0	0	283,905
Committed for Neighborhoods	224,371	400	0	224,771
Committed for Capital Projects	1,524,345	769,640	985,200	1,308,785
Non-spendable	1,480,982	0	0	1,480,982
Total General Fund	\$10,684,522	\$15,110,700	\$15,819,710	\$9,975,512

SPECIAL REVENUE FUNDS				
MAJOR STREET FUND				
Restricted	\$1,424,256	\$1,968,080	\$2,798,540	\$593,796
Restricted for Donation	15,400	0	0	15,400
Total Major Street Fund	1,439,656	1,968,080	2,798,540	609,196
LOCAL STREET FUND				
Restricted	613,938	\$1,349,076	\$1,957,400	\$5,614
Restricted for Donation	15,209	0	0	15,209
Total Local Street Fund	629,147	1,349,076	1,957,400	20,823
STORM SEWER FUND				
Restricted	0	828,300	828,300	0
DOWNTOWN SPECIAL ASSESSMENT				
Restricted from Special Assessment	130,275	108,020	132,260	106,035
Total Governmental Funds				
Appropriated Budget	<u>\$12,883,600</u>	<u>\$19,364,176</u>	<u>\$21,536,210</u>	<u>\$10,711,566</u>

FURTHER, BE IT RESOLVED, that the following informational summaries be approved for the Debt Service, Component Units, and Proprietary Funds for the year beginning January 1, 2023 and ending December 31, 2023

	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>
<u>Component Units</u>				
MISSION STREET DDA FUND				
Assigned	1,133,813	341,000	152,430	1,322,383
TAX INCREMENT FIN AUTH FUND				
Ind Park North Assigned	90,000	0	4,000	86,000
Ind Park North Unassigned	1,659	300	0	1,959
Total TIFA	91,659	300	4,000	87,959
LOCAL DEVELOPMENT FIN AUTHORITY				
Assigned	114,547	750	39,300	75,997
BROWNFIELD REDEVELOPMENT FUND				
Assigned	14,158	54,750	54,750	14,158
Unassigned	841	50	0	891
Total Brownfield	14,999	54,800	54,750	15,049

Total Component Unit Funds				
Informational Summaries	<u>\$1,355,018</u>	<u>\$396,850</u>	<u>\$250,480</u>	<u>\$1,501,388</u>
	Working	Sources of	Uses of	Working
	Capital	Working	Working	Capital
	<u>December 31</u>	<u>Capital</u>	<u>Capital</u>	<u>December 31</u>
<u>PROPRIETARY FUNDS</u>				
Enterprise Funds				
RECREATION FUND				
Restricted for PEAK	0	350,000	350,000	0
Assigned for PEAK	774,884	305,350	535,160	545,074
Restricted for Recreation	10,000	0	10,000	0
Assigned for Recreation	103,715	610,610	615,010	99,315
Total Recreation Fund	888,599	1,265,960	1,510,170	644,389
LAND DEVELOPMENT FUND				
Restricted	\$50,000	0	50,000	\$0
Unassigned	4,187	146,380	142,380	8,187
Total Land Development	54,187	146,380	192,380	8,187
AIRPORT FUND				
Restricted	162,527	40,000	190,000	12,527
Assigned	82,519	0	82,519	0
Unassigned	152,836	3,059,980	3,088,211	124,605
Total Airport	397,882	3,099,980	3,360,730	137,132
WATER RESOURCE RECOVERY FUND				
Assigned	2,592,872	150,000	95,540	2,647,332
Restricted	5,908,263	0	5,823,600	84,663
Unassigned	1,391,573	3,049,080	2,788,720	1,651,933
Total Water Resource Recovery Fund	9,892,708	3,199,080	8,707,860	4,383,928
WATER FUND				
Assigned	1,326,687	530,000	670,000	1,186,687
Unassigned	1,521,831	3,453,460	3,796,000	1,179,291
Total Water	2,848,518	3,983,460	4,466,000	2,365,978
SOLID WASTE FUND				
Restricted	210,632	0	10,632	200,000
Unassigned	882,141	676,350	747,328	811,163
Total Solid Waste	1,092,773	676,350	757,960	1,011,163
<u>Internal Service Funds</u>				
MOTOR POOL FUND				
Unassigned	980,249	1,384,000	2,006,550	357,699

SELF INSURANCE FUND	1,188,210	2,649,100	2,878,580	958,730
Total Proprietary Funds				
Informational Summaries	<u>\$17,343,126</u>	<u>\$16,404,310</u>	<u>\$23,880,230</u>	<u>\$9,867,206</u>

WHEREAS, it is expected that the appropriations and working capital uses require that the City of Mt. Pleasant raise amounts totaling \$45,666,920 to finance all municipal operations during the fiscal year, and

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

NOW, THEREFORE, BE IT RESOLVED, that the following tax millages and levies be approved, but the Commission reserves the right to review the rates in Spring, 2023 and consider adjustments based on changed conditions.

	Property Tax	Other	
	Levy	Sources	Millage
General Fund			
Operating	\$ 5,758,761	\$7,629,340	12.230
Fire and Police Pension	987,619	-	2.020
Capital Projects	\$ 734,980	34,660	1.500
Total General Fund	\$ 7,481,360	\$ 7,629,340	15.750
Storm Sewer	252,000	576,300	0.500
Total Other funds	\$ 7,733,360	\$ 8,205,640	16.250
Total Millage			16.250
(A) Projections as of August, 2022			

AYES: Commissioners Alsager, Assmann, Busch, Chapman & Perschbacher

NAYS: None

ABSENT: Commissioners Eke and Ronan

Motion unanimously adopted.

Moved by Commissioner Busch and seconded by Vice Mayor Alsager to adopt the following Resolution amending rates, fees and charges.

WHEREAS, various Ordinances of the City requires fees to be set by resolution,

WHEREAS, the City Commission adopted fee/charges policy guidelines in July 2017,

WHEREAS, fees are reviewed annually and changes are proposed with the operating budget,

NOW, THEREFORE, BE IT RESOLVED that the following fees are consistent with the policy guidelines and are set to begin on January 1, 2023,

Sewer Demand:		Water Demand:	
Meter Size	Monthly Fee	Meter Size	Monthly Fee
5/8"	\$ 12.22	5/8"	\$ 16.69
1"	\$ 30.48	1"	\$ 41.73
1.5"	\$ 60.97	1.5"	\$ 83.47
2"	\$ 97.42	2"	\$ 133.55
3"	\$ 194.87	3"	\$ 267.09
4"	\$ 304.52	4"	\$ 417.33
6"	\$ 608.94	6"	\$ 834.66
10"	\$3,365.36	10"	\$4,563.26

AYES: Commissioners Alsager, Assmann, Busch, Chapman & Perschbacher

NAYS: None

ABSENT: Commissioners Eke and Ronan

Motion unanimously adopted.

Moved by Commissioner Busch and seconded by Commissioner Chapman to make the following reappointments to various boards and commissions as recommended by the Appointments Committee.

	Term Expires:
<u>Board of Review</u>	
James Kridler	12/31/2024
Tony Kulick	12/31/2024
Erin Zimmer	12/31/2024
<u>Building, Fire & Sanitary Sewer Board</u>	
James Kridler	12/31/2025
Tim Nieporte	12/31/2025
<u>City/CMU Student Liaison Committee</u>	
Edward Clayton	12/31/2025
David Stairs	12/31/2025
<u>Dog Park Advisory Board</u>	
Sue Gamble	12/31/2024
<u>Downtown Development Authority</u>	
Tom Krapohl	12/31/2026

Economic Development Corporation/
Brownfield Redevelopment Authority
Tom Krapohl 12/31/2028
Jeff Smith 12/31/2028

Historic District Commission
Lara Raisanen 12/31/2025
Anne Swift 12/31/2025

Isabella County Transportation Commission
Dennis Adams 12/31/2025

Mid-Michigan Aquatic Recreational Authority
Judith Wagley 12/31/2025

Parks & Recreation Commission
James Batcheller 12/31/2025
Peter Little 12/31/2025

Planning Commission
Corey Friedrich 12/31/2025
Glen Irwin II 12/31/2025
Matthew Liesch 12/31/2025
Christine Ortman *12/31/2023

Tax Increment Finance Authority (TIFA)
Rick Swindlehurst 12/31/2026
Bryan Wiefrich 12/31/2026

Zoning Board of Appeals
David McGuire 12/31/2025
Peter Orlik 12/31/2025

*to fix error in term length
Motion unanimously adopted.

Announcements on City-Related Issues And New Business

Commissioner Busch thanked the Saginaw Chippewa Indian Tribe for the 2% grants that will bring wonderful items to the community.

Vice Mayor Alsager announced the Downtown Holiday Celebration taking place Friday, December 2nd and Saturday, December 3rd.

The Commission recessed at 7:21 p.m. and returned to a work session 7:28 p.m.

Work Session – Property Maintenance Code.

Assistant Fire Chief Doug Lobsinger led a discussion on the ordinance from 2020 and potential revisions.

Work Session – MML Annual Convention learning.

Vice Mayor Alsager and Mayor Perschbacher presented highlights on what they learned at the MML Annual Convention. Mayor Perschbacher also presented on behalf of Commissioner Eke.

Moved by Commissioner Busch and seconded by Vice Mayor Alsager to adjourn the meeting at 8:12 p.m. Motion unanimously adopted.

Amy Perschbacher, Mayor

Heather Bouck, City Clerk