

**CITY OF EVART
REGULAR COUNCIL MEETING
Tuesday, September 28, 2021 @ 8:00PM
Community Room at the Depot, 200 S. Main Street**

Mayor Chris Emerick led the assembly in the Pledge of Allegiance.

The meeting was called to order by Mayor Emerick at 8:00pm.

Present (via roll call): Sean Duffy, Dan Elliott, Chris Emerick, Matt Hildebrand, Sandra Szeliga

Present (staff): Interim City Manager Richard Lewis, Finance Director/Treasurer Pepper Lockhart, Director of Public Works Dustin Moma, City Attorney James White, Chief of Police John Beam Jr., City Clerk Kathy Fiebig

Guests: Cathie Crew, Jan Taylor, Jim Schwab

Citizens' Comments: Jan Taylor said that she understands that the new water meters have an app allowing residents to track their usage and asked how she can access that.

Approval of Agenda

Mr. Lewis requested that items I and J be removed as both should go to the Planning Commission before coming to council. He also asked that Item N be removed. Due to a COVID outbreak at the Housing Commission Interim Director Mark Sochocki is unable to attend tonight to present the audit findings. Mr. Lewis asked to add a sewer credit request for 219 N. River Street to the agenda. Motion by Mayor Emerick to approve the agenda with these changes. Support by Mr. Duffy. Motion passed with all in favor.

Consent Agenda

- A. Regular Council Minutes – August 16, 2021
- B. Special Council Minutes – September 9, 2021
- C. Emergency Special Council Minutes – September 10, 2021
- D. Special Council Minutes – September 14, 2021
- E. Vendor's List - \$725,926.66
- F. Budget Amendments

Motion by Mr. Hildebrand to approve the Consent Agenda as presented. Support by Ms. Szeliga. Motion passed with all in favor.

Unfinished Business

G. Security Cameras

Chief Beam recommended that council accept the bid from Monarch, as the company offers a higher discount on the warranty and cameras. He reminded council that this system is not in the budget. Michigan Municipal Risk Management Authority (MMRMA) has a Risk Avoidance Grant Program that may reimburse up to 50% of the cost. He has been testing the cameras that will be used and is impressed with the quality. This system is expandable, and the warranty can be extended. He's talking to businesses about adding more cameras to the system. The parks are not included as no internet is available, but he's talking to other vendors about standalone systems there. Motion by Mr. Hildebrand to accept the bid of \$54,273.96 from Monarch. Support by Mr. Elliott. Motion passed with all in favor.

H. Approval of Attitude Wellness Renewal Marihuana Applications – Provisioning, Processor, and Grow Licenses

Mr. Lewis reminded council that these licenses have been approved conditionally with two extensions as the City sought to have the air quality reports read by a qualified individual. That has been completed and the Lume facility is below state allowed emission rates for toxic elements. Motion by Mr. Hildebrand to approve the 2021-2022 Attitude Wellness Renewal Applications for Provisioning, Processor, and Grow Licenses. Support by Mayor Emerick. Motion passed with all in favor.

New Business

K. Resolution 2021-21 Emergency Management Act 390

Osceola County Emergency Manager Director had advised the City to amend Resolution 2020-08 which in essence gave all emergency manager power to the City Manager, which was not the original intent. That power should remain with the County with the Manager working with Mr. Watkins during an emergency. Mr. Elliott requested that in Section 2, the assistant city manager be added to the succession list and that Section 4 be eliminated as the \$10,000 spending limit is too low. After discussion, it was agreed to leave the succession list as is. If the City appoints an Assistant City Manager, that person will step in by default if the City Manager is unavailable in an emergency. The spending limit will be raised to \$25,000. Motion by Mr. Duffy to approve Resolution 2021-21, amending the amount quoted in Section 4 to \$25,000 instead of \$10,000. Support by Mayor Emerick. Motion passed with all in favor.

L. Request to Approve Addendum to Water Tank Maintenance Contract with Utility Service CO

Ms. Lockhart reminded council that this item had been included in the recent Community Development Block Grant (CDBG) that was denied. It is, however, included in the City's Capital Improvement Plan. Adding mixers to the tank is a critical maintenance need which moderates the temperature of the water and improves cleanliness. Due to the rising cost of chlorine, she and Mr. Moma believe council should move forward as the mixers will also reduce the amount of chlorine required. Motion by Mayor Emerick to approve the Addendum to the Water Tank Maintenance Contract. Support by Mr. Hildebrand. Motion passed with all in favor.

M. Discussion of Request for Proposal (RFP) for Planning and Zoning Services

Mr. Lewis pointed out that due to recent staff resignations, the City no longer has anyone with planning and zoning expertise. He suggested hiring a qualified consultant that can be brought in as needed rather than looking for additional staffing. The Master Plan is due to be updated and there are several other issues pending. He suggested that the City post the RFP with the search ending in four weeks. City Attorney White asked to be included in the hiring process as he has extensive planning and zoning experience. Motion by Mr. Elliott to authorize the Interim City Manager to publish the Request for Proposals for Planning and Zoning services. Support by Mr. Hildebrand. Motion passed with all in favor.

M2. Request for sewer credit for 219 N. River Street

Mr. Lewis advised council that there was a water leak in the crawl space of 219 N. River Street. None of the water entered the sewer system. The resident has requested a refund of the sewer charges. Motion by Mr. Hildebrand to authorize a sewer credit for 219 N. River Street in the amount of \$910.01. Support by Ms. Szeliga. Motion passed with all in favor.

Department/Informational Reports (No Action Needed)

O. Accounts Payable Report (8/17/21 – 9/7/21) – already approved

P. Accounts Payable Report 0 (9/8/2021 – 9/28/2021)

Q. Payroll Reports – (8/17/2021 – 9/28/2021)

R. Revenue and Expense Report – August 2021

S. Summary of all funds – July 2021

T. Fire Board Minutes – August 2021

City Attorney Report/Comment

Mr White stated that the sale of Lot 1 in the Industrial Park to Visio Clara closed today. He still has not received a survey for the trail behind Lume.

City Clerk Report/Comment: none

City Manager Report/Comment

U. Discussion on Depot (FYI)

Mr. Lewis reported that the City has received a provisional airport license which is in effect until June of 2022. He is working with Mr. Moma to draw up a Request for Proposals for brush removal at the end of the runway, which is necessary to regain full licensing. He gave a shout out to our Water/Wastewater operators as a recent inspection commended them for an outstanding job. He mentioned that there have been 77 applicants for the City Manager position and Mr. Walsh is in the process of narrowing the field down. Mr. Walsh will present a slate of candidates on Monday, October 4. Council will hold a special meeting beginning at 6:30pm at the Depot. Due to the fact that several candidates have requested confidentiality, council will go into closed session to review the applicants. The regular council meeting on October 5 will proceed as planned.

Finance Director Report/Comment

V. American Rescue Plan Act (ARPA) – Half of funding received (FYI)

Ms. Lockhart advised council that the City has received half of this funding in the amount of \$98,493 and although the deadline to spend it is 2026, she hopes council will give the matter some thought. She will be attending a seminar on what these funds can and cannot be used for. The financial audit began yesterday. The replacement of water meters continues.

Department of Public Works/Comment

W. Monthly Report – August 2021

Mr. Moma stated that brush cleanup from the September 7 storm is complete, and staff will now resume the monthly schedule for brush pick up. Gerber should finish the lead water line replacements next week. Two properties were added to the original list, one of those being the new diner located in the Iron Skillet building. Mr. Moma is looking for a leaf vacuum which would help with spring and fall leaf pick up and would help keep the gutters cleaner year-round. He is having difficulties finding suppliers and getting bids but does have a demonstration scheduled for October 8. Mr. Hildebrand stated that if he's unable to obtain the three bids per the purchasing policy, Mr. Moma should bring what he can get to council and note the lack of response by vendors in his report.

Police Department Report/Comment

X. Monthly Report – August 2021

Chief Beam is working on an action plan for high school homecoming. The Monster Mash is tentatively being planned for Riverside East. As noted earlier, he is working on a grant from MMRMA for the security cameras, and he is still working on a job description for the community resource officer. He mentioned that two people are already interested and both would be good candidates. New officer Chad Wilson is doing well in his training and will be released to solo duty soon.

Downtown Development Authority Report/Comment

Y. Monthly Report – July 2021

Mr. Hildebrand asked if there has been any progress in hiring a new director, and Ms. Szeliga said there has not.

Evart Area Fire Department

Mr. Elliott mentioned that Engine 8 continues to fail and the new truck is on the way.

Citizens' Comments: Sandy Szeliga stated that she has received numerous complaints about the blue doors at the Depot. She does not consider the color to be historically correct and wondered why the paint colors had not been chosen by the Historic District Commission. She would like the doors to be painted a different color and asked that the matter be added to the next council agenda.

Motion by Mayor Emerick to adjourn. Support by Mr. Hildebrand. The meeting was adjourned at 8:55pm.



Kathy Fiebig
City Clerk