

**CITY OF EVART
REGULAR COUNCIL MEETING
January 16th 2023 @ 7:30PM
Community Room at the Depot, 200 S. Main Street**

Mayor Pro Tem Sandy Szeliga called the meeting to order at 7:32pm, then led the assembly in the Pledge of Allegiance.

Present (via roll call): Sean Duffy, Jim Schwab, Matt Hildebrand, Sandy Szeliga

Absent (via roll call): Mayor Emerick

Present (staff): City Manager Pepper Lockhart, Finance Director/Treasurer Jennie Duncan, Downtown Development Director (DDA) Todd Bruggema, Director of Public Works (DPW) Don Duncan, Chief of Police John Beam, City Attorney Jim White, City Clerk Andrea Grupido

Guests: Deb Mishler, Mark Sochocki, Roger Elkins

Mayor Pro Tem Szeliga opened the public hearing: FIVE (5) YEAR PARKS AND RECREATION PLAN UPDATE

Citizens' Comments: Roger Elkins found a paper dated back in 1978 when the park was opened and gave a copy to Lockhart. He suggested doing a collective marketing ad with the county to promote all the parks. Lockhart and Bruggema have talked with the Dulcimer Fest directors to let them know the park will be open this year. Hildebrand is excited with the direction our parks are going. Sandy commends the DPW and their hard work involving the parks.

Public Hearing closed at 7:37pm.

Opened Regular Meeting.

Approval of Agenda

Motion by Szeliga to approve the agenda as presented with the addition of E1 (Request to appoint to DDA Board). Support by Duffy. Motion passed with all in favor.

Approval of Consent Agenda

- A.** Pre-Council Work Session Minutes – *January 3, 2023*
- B.** Regular Council Minutes – *January 3, 2023*
- C.** Vendor's List \$293,169.68
- D.** Budget Amendments

Motion by Hildebrand to approve the consent agenda as presented. Support by Szeliga. Motion passed with all in favor.

Unfinished Business

E. Audit Proposal

J. Duncan presented the 5 year proposed contract with Baird, Cotter & Bishop with the added opt out option as was discussed in the last meeting. Motion by Hildebrand to approve the 5 year contract with Baird, Cotter & Bishop. Support by Schwab. Motion passed with all in favor.

E1. Request to Appoint to DDA Board

Hildebrand wanted to confirm that the terms were staggered. Bruggema affirmed this. Motion by Szeliga to appoint Jim Schwab to the DDA Board for a two (2) year term. Support by Duffy. Motion passed with all in favor, Schwab abstaining from the vote. Motion by Hildebrand to appoint Erin Horton and Gary Hartsock to the DDA Board for four (4) year terms. Support by Duffy. Motion passed with all in favor.

F. TIF Plan Ordinance 2023-1

White pointed out a discrepancy in section 2 of the Ordinance. Bruggema will correct that. Motion by Hildebrand to approve the TIF Plan Ordinance 2023-1 with the correction to be made in section 2 below the signature of Andrea Grupido and above the Certification of Andrea Grupido. Support by Schwab. Roll Call vote as follows: Schwab – yea, Hildebrand – yea, Szeliga – yea, Duffy – yea. Motion passed.

New Business**G. Resolution 2023-01 Approving 5-year Parks and Recreation Plan**

Motion by Hildebrand to approve Resolution 2023-01 on the 5-year Parks and Recreation Plan. Support by Szeliga. Roll call vote as follows: Hildebrand – yea, Szeliga – yea, Duffy – yea, Schwab – yea. Motion passed. Lockhart believes we have the right people in place to be able to follow through with this plan. Lockhart is anticipating good things to come and thanks the board for allowing the plan to move forward.

H. River/High Street

Motion by Hildebrand to still approve the project as previously decided. Allocations will come from major fund fund balance and sewer fund fund balance. Allocation from sewer will be determined after all sewer piping has been replaced. Support by Szeliga. Motion passed with all in favor.

I. Updated Governmental Resolution – Resolution 2023-02

The City of Evert has been advised by the Permit Agent with MDOT that our 2207B Government Resolution needs updated. Our permit application has been put on hold until we provide an updated resolution. Motion by Szeliga to approve Resolution 2023-02 to fulfill the 2207B Governmental Resolution. Support by Hildebrand. Roll call vote as follows: Szeliga – yea, Duffy – yea, Schwab – yea, Hildebrand – yea. Motion passed.

J. Housing Commission Training

Mr. Sochocki is providing management services for the Evert Housing Commission. Sochocki explained that there are no required or mandatory trainings for those board members. However, at every meeting they try to take 30 – 45 minutes going through trainings touching on different topics. The City of Evert has taken over doing the payroll and Sochocki says that is working great. Sochocki then went on to discuss the success they are having with establishing a pay grade table, creating a new website and new Facebook page, putting in new water heaters and laundry equipment, and a future office remodel and fire alarm system. In his closing, Sochocki mentioned a possible expansion if a city owned land parcel could be purchased.

K. Park Fee Structure

Duffy agrees that fees should be kept low this year. Duffy is looking forward to collecting a year's worth of data. Lockhart wants to treat this like a business with no special treatment given. Motion by Duffy to approve the park fee structure, eliminating the "resident, non-resident" camping fee difference, keeping the pavilion cost the same with a "resident, non-resident" fee, keeping Riverside East as tent only with the understanding that they can also camp at Riverside West for the Riverside West fee, and doing away with the monthly fee as it is the same as one week times four. Support by Hildebrand. Motion passed with all in favor. Duffy asked if there has been any interest in the Park Host position and suggested we put the dates of employment on the job listing.

Department/Informational Reports

L. Accounts Payable Report (1/4/2023 – 1/16/2023)

City Attorney Report/Comment

White asked if his report fulfills the new contract as there was the addition of new wording in that regard. Hildebrand stated that White should provide as much detail as possible when giving his report.

City Clerk Report/Comment

Finance Director Report/Comment

M. Finance Director Monthly Report

Department of Public Works Report/Comment

N. DPW Monthly Report – December 2022

O. Residential Clean up discussion

D. Duncan would like permission to start offering their services at cost to residents that need help with clean up on their property. D. Duncan will look into what liability waivers they would need in order to do so. Duffy suggested working in conjunction with the PD blights.

Police Department Report/Comment

P. Police Department Monthly Report – December 2022

Chief is handling the speeding situation at the Housing Commission as a result of taking out the speed bumps. Chief has been working with the Big Rapids Department of Public Safety in setting up the new reporting software system. Chief commends Jesse on doing a good job. Update on Teresa, she is well and will be in recovery for at least 5 weeks.

Downtown Development Authority Report/Comment

Q. Meeting Agenda for 1/10/2023 and Minutes from 12/13/2022

Working with MI Main Street on bringing someone here to educate our business and landowners on how they can revitalize and develop. Bruggema is hoping that can kick off the end of January.

Evart Area Fire Department Report

R. Fire Board Minutes – December 2022

City Manager Report/Comment

S. City Manager Monthly Report

T. MRWA Twin Creek Stakeholders – FYI

Lockhart heard back from the attorneys of 101 S. Main. Lockhart will have the final review of the parking agreement in the next council packet.

Citizens' Comments:

Motion by Hildebrand to adjourn. Support by Schwab. Motion passed with all in favor. The meeting was adjourned at 8:52pm.


Andrea Grupido, City Clerk