

**CITY OF EVART
PRE-COUNCIL MEETING
January 3rd 2023 @ 7:30PM
Community Room at the Depot, 200 S. Main Street**

Mayor Chris Emerick called the meeting to order at 7:00pm.

Present Council Members: Sean Duffy, Jim Schwab, Mayor Emerick, Matt Hildebrand, Sandy Szeliga

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

Guests: Deb Mishler

New Business:

Downtown Development Authority (DDA) Vacancies.

There are 3 vacancies on the DDA. Todd has a few people interested and is working on setting up interviews with these individuals. At the next DDA meeting they will discuss, and then bring their recommendations to City Council.

TIF Plan Ordinance.

Todd stated that the TIF Plan needs to be passed by the DDA first as a resolution, and then brought to City Council to be passed as an ordinance. Matt and Sean questioned this action. Pepper explained that it is because the original TIF plan was in ordinance form. Mayor Emerick brought up the question of having 2 readings.

Unfinished Business:

City Attorney Proposed Contract.

Pepper talked about the changes suggested by Dickinson & Wright which included doing it on a yearly basis if we wish to, changed the language in regards to outside council, reduced the compensation amount from \$35,000 to \$30,000, the need for documentations, invoices and receipts, and finally adding term #5 about termination. Sean believes the proposed contract is a good one with the exception of maintaining the current pay amount of \$35,000.

Discussion:

Removing names from Financial Institutions.

Pepper needs her name removed from a non checking account. Jennie explained that she couldn't be removed because the previous minutes stated that "the only 3 authorized on the 'checking accounts' should be Jennie Duncan, Sandy Szeliga, and Andrea Grupido". The motion needs to be specified as all financial accounts in order to remove her.

Baird, Cotter & Bishop Proposal.

They have provided two different proposals, a 3 year or a 5 year option. Jennie is recommending the 5 year agreement. Sean doesn't have an issue with using that company again, however, he is hesitant with a 5 year term. Matt inquired about an opt out clause. Sean stated that with the addition of such a clause he would be more open to a 5 year term. Jennie

will contact Baird, Cotter and Bishop to see about adding that into the agreement. Matt asked what kind of "additional services" were being used. Pepper explained that they received help from them when dissolving things, transitioning Jennie into her new role, and the special assessment for Oak Street.

Appointment to Housing Commission:

Sandy wants to know if the members have received their required training.



Andrea Grupido, City Clerk

FINAL