

City of Potterville of Council Minutes

Thursday, April 18, 2019 – 7:00 p.m. – Potterville City Hall, 319 N. Nelson Street

Meeting was called to order by Mayor Kring at 7:00 p.m.

Pledge of Allegiance was recited by all.

Roll Call: **Present:** Mayor Kring, Deputy Mayor Bussard, Member Twichell, Member Schmidt, Member Lenneman, Member Pulda
Absent: Member Lewis

Approval of Agenda: Motion by Member Schmidt to strike the word Annual (item h.) and replace with 90-day. Supported by Member Bussard. Motion by Member Schmidt to move item h. Closed Session, under item m. Public Comment. Supported by Deputy Mayor Bussard. All in favor to approve the amended agenda.

Approval of Minutes: Motion by Member Twichell to approve the March 21, 2019 City Council minutes. Supported by Deputy Mayor Bussard. Member Schmidt abstained. The remaining members all in favor.

Gabridge & Company – Joe Verlin: Mr. Verlin was unable to attend. Bank Reconciliations were presented to Council. Motion by Deputy Mayor Bussard to approve the February and March 2019 Bank Reconciliations. Supported by Member Schmidt. Roll call vote. Ayes: Member Pulda, Mayor Kring, Member Schmidt, Deputy Mayor Bussard, Member Twichell, Member Lenneman. Nays: None. Motion carried (6-0-1).

Approval of Bills:

General Bills: Motion by Member Twichell to approve the general bills in the amount of \$26,785.78. Supported by Member Lenneman. Roll call vote. Ayes: Mayor Kring, Deputy Mayor Bussard, Member Twichell, Member Schmidt, Member Pulda, Member Lenneman. Nays: None. Motion carried (6-0-1).

City Manager's Report: City Manager, Aaron Sheridan discussed his meeting with MERS. Additional information to follow. Member Lenneman requested that the City Manager provide a separate department report, in addition to his current reports.

Public Comment on agenda items: None

Commission/Committee Reports: Department reports in your packets.

Department Reports: Administration- Department reports in your packet. Discussion between City Council and Chief of Police, Shane Bartlett in regard to the Agreement for Prosecution Services included with his department report.

Unfinished Business:

- a. Department Salaries: Motion by Member Twichell to approve a base wage increase for the Treasurer, Jodi West, Chief of Police, Shane Bartlett and DPW Supervisor, Don Stanley to \$60,000. Effective retroactive from mid-month pay period of March 22, 2019. Supported by Member Lenneman. Roll call vote. Ayes: Deputy Mayor Bussard, Mayor Kring, Member Pulda, Member Twichell, Member Schmidt, Member Lenneman. Nays: None. Motion carried (6-0-1).
- b. Williams and Works Proposal – Well Site near Hartel Road and Sunset Drive: Discussion between City Manager, Aaron Sheridan and City Council in regard to the new well site. Motion by Deputy Mayor Bussard to approve \$16,300 for the well site exploration and not to exceed this amount. Supported by Member Schmidt. Roll call vote. Ayes: Mayor Kring, Member Twichell, Member Pulda, Deputy Mayor Bussard, Member Lenneman, Member Schmidt. Motion carried (6-0-1).

New Business:

- a. City of Potterville Audit: The City of Potterville audit was provided to the City Council. No additional discussion at this time.

- b. TIFA Audit/Report: The TIFA audit and report was provided to the City Council. No additional discussion at this time.
- c. MDOT Purchase of Land Agreement: Motion by Deputy Mayor Bussard to approve the purchase of the MDOT land in the amount of \$2,700.00, and to allow the City Manager to administer the sale and any appropriate transactions for the purchase of the land. Supported by Member Twichell. Roll call vote. Ayes: Member Twichell, Deputy Mayor Bussard, Mayor Kring, Member Schmidt, Member Pulda, Member Lenneman. Nays: None. Motion carried (6-0-1).
- d. RD Purchase Resolution and Letters of Authorization: Resolution No. 19-0418-01 was read aloud by Mayor Kring. Motion by Mayor Kring to approve Resolution No. 19-0418-01. Resolution of authorization for expenditures of Potterville rural development loan fund accounts for water, waste water and community facilities. Supported by Deputy Mayor Bussard. Roll call vote. Ayes: Mayor Kring, Member Twichell, Member Pulda, Deputy Mayor Bussard, Member Lenneman, Member Schmidt. Nays: None. Motion carried (6-0-1).
- e. Special Events and Zoning Applications: Discussion between City Council and City Manager in regard to the Special Event application. Council would like some clarification on the Special Events application. Possibly add 1-2 line explaining the form, shorten the 90-day time frame and generalize the vendor section. Mayor Kring advises the City Manager to discuss with the Zoning Administrator and follow up with Council. All additional applications look good.
- f. Appointment of TIFA and DDA members: Motion by Member Twichell to not approve any of the DDA/TIFA applicants at this time, until the City Manager has made appointments. Supported by Deputy Mayor Bussard. All in favor. Motion carried (6-0-1).
- g. 2018-2019 Budget Hearing Notice: Motion by Deputy Mayor Bussard to approve the date of May 1, 2019 at 7:00 p.m. for the 2018-2019 Budget Hearing. Supported by Member Schmidt. All in favor. Motion carried (6-0-1).

Public Comment on non-agenda items: Linda Amy asked Council for an explanation in regard to the street map correction for Cherry Street. Ms. Amy also inquired about the Fire Department, and if it is still open and fully functional.

Closed Session – 90-day City Clerk Review: Motion by Member Lenneman to move to closed session. Supported by Deputy Mayor Bussard. Roll call vote. Ayes: Member Twichell, Deputy Mayor Bussard, Mayor Kring, Member Schmidt, Member Pulda, Member Lenneman. Nays: None. Motion carried (6-0-1). Motion carried to exit closed session and enter into open session. Motion by Deputy Mayor Bussard to approve the City Clerks wage increase to \$21.00 (salary position) with a 90-day review. Supported by Member Lenneman. Roll call vote. Ayes: Deputy Mayor Bussard, Mayor Kring, Member Pulda, Member Twichell, Member Schmidt, Member Lenneman. Nays: None. Motion carried (6-0-1).

Communication from the Mayor and Council: Mayor Kring called the City Council meeting back in order at 9:47 p.m.

Next Meeting: Thursday, May 16, 2019 at 7:00 p.m.

Excuse absent member(s): Motion by Member Twichell to excuse absent Member Lewis. Supported by Deputy Mayor Bussard. All in favor. Motion carried (6-0-1).

Motion to Adjourn: Motion by Member Twichell to adjourn meeting. Supported by Deputy Mayor Bussard. All in favor. Motion carried (6-0-1).

Meeting adjourned at 9:54 p.m.

Respectfully submitted,

Stephanie Wilson, City Clerk