

## City of Potterville - Council Minutes

Thursday, August 15, 2019 – 7:00 p.m. – Potterville City Hall, 319 N. Nelson Street

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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 Lenneman, Member Twichell, Member Pulda, Member Schmidt

**Approval of Agenda:** Motion by Mayor Kring to amend the agenda to add Dixon Corporation under new business item (e). Supported by Member Twichell. Deputy Mayor Bussard and Member Schmidt opposed. All remaining Members in favor. Motion carried (4-2). Motion by Member Twichell to approve the amended agenda as is. Supported by Member Lenneman. Deputy Mayor Bussard and Member Schmidt opposed. All remaining Members in favor. Motion carried (4-2).

### Approval of Minutes:

- a) Meeting minutes from July 18, 2019: Motion by Member Schmidt to amend the minutes to add under Bank Reconciliation, Council asked the City Clerk and City Manager who currently was doing Bank Reconciliations, and instructed the City Manager to have the Treasurer start training the Clerk in light of changing to the new BS&A software. Supported by Deputy Mayor Bussard. Mayor Kring and Member Lenneman opposed. All remaining Members in favor. Motion carried (4-2). Motion by Member Schmidt to approve the amended minutes. Supported by Member Twichell. All in favor. Motion carried (6-0).
- b) Special meeting minutes from July 29, 2019: Motion by Member Twichell to approve the Special meeting minutes from July 29, 2019. Supported by Member Lenneman. Motion carried (6-0).

**Approval of Bills:** General Bills: Motion by Member Twichell to approve the general bills in the amount of \$56,284.69. Supported by Deputy Mayor Bussard. All in favor. Roll call vote. Ayes: Member Twichell, Deputy Mayor Bussard, Mayor Kring, Member Schmidt, Member Pulda, Member Lenneman. Nays: None. Motion carried (6-0). Member Schmidt request that the full account number does not show on the general bills report.

**Bank Reconciliations:** Motion by Deputy Mayor Bussard to approve the Bank Reconciliations for May 31<sup>st</sup>, June 31<sup>st</sup> and July 31<sup>st</sup> Payroll and Special. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Member Pulda, Mayor Kring, Member Schmidt, Deputy Mayor Bussard, Member Twichell, Member Lenneman. Nays: None. Motion carried (6-0).

**City Manager's Report:** Manager report in your August 2019 packet.

**Public Comment on agenda items:** Linda Amy – 412 E. Main Street asked what the Pavement Warranty Program was. Lashaun Jordan – 403 Bunker Hill Ct. spoke about Bank Reconciliation and training. Also spoke about the Pavement Warranty Program.

**Commission/Committee Reports:** Member Twichell stated that DDA/TIFA did not have a quorum for their last meeting. Mayor Kring stated that they are working on putting together a Parks meeting in regard to the parks plan.

**Department Reports:** Administration- Department reports in the August 2019 packet.

### Old Business:

- a) Chamber Room Audio/Video Proposals: Motion by Deputy Mayor Bussard to accept the quote from Modern Design. Supported by Member Pulda. All in favor. Roll call vote. Ayes: Deputy Mayor Bussard, Mayor Kring, Member Pulda, Member Schmidt, Member Lenneman. Nays: None. Abstain: Member Twichell. Motion carried (5-0).
- b) Personnel Policy: Motion by Deputy Mayor Bussard to send the personnel policy to the City Attorney for review. Supported by Member Schmidt. All in favor. Roll call vote. Ayes: Mayor Kring, Member Twichell, Member Pulda, Deputy Mayor Bussard, Member Lenneman, Member Schmidt. Nays: None. Motion carried (6-0).

**New Business:**

- a) Council Member Interviews and Appointment: Council interviewed three applicants. Robert Nichols, Cyndi O'Neil and Loren Smalley. Motion by Member Schmidt to appoint Loren Smalley. Supported by Deputy Mayor Bussard. Roll call vote. Ayes: Deputy Mayor Bussard and Member Schmidt. Nays: Member Twichell, Mayor Kring, Member Pulda, Member Lenneman. The motion did not carry (2-4). Motion by Member Twichell to appoint Robert Nichols. Supported by Deputy Mayor Bussard. Roll call vote. Ayes: Member Schmidt, Deputy Mayor Bussard, Member Pulda, Member Twichell, Mayor Kring, Member Lenneman. Nays: None. Motion carried (6-0). The Oath of Office was administered by the City Clerk to Robert Nichols at 8:40 p.m.

At 8:38 p.m. Motion by Mayor Kring to call a 5minute recess. Supported by Member Lenneman. All in favor.

At 8:43 p.m. Motion by Mayor Kring to move the meeting back in order. Supported by Member Lenneman. All in favor.

- b) Local Pavement Warranty Program Draft: Motion by Member Schmidt to table the Local Warranty Program Draft for a special meeting. Supported by Member Pulda. All in favor. Roll call vote. Ayes: Member Nichols, Mayor Kring, Member Twichell, Member Pulda, Deputy Mayor Bussard, Member Lenneman, Member Schmidt. Nays: None. Motion carried (7-0).
- c) Resolution No. 19-0815-01 – Resolution to Adopt the Michigan Local Agency Pavement Warranty Program and Accompanying Documents in Accordance with the Requirements of MCL 247.663: Motion by Member Schmidt to table Resolution No. 19-0815-01 for a special meeting. Supported by Member Pulda. All in favor. Roll call vote. Ayes: Member Nichols, Mayor Kring, Member Twichell, Member Pulda, Deputy Mayor Bussard, Member Lenneman, Member Schmidt. Nays: None. Motion carried (7-0).
- d) Resolution No. 19-0815-02 – Resolution to Implement the Michigan Local Agency Pavement Warranty Program and Accompanying Documents in Accordance with the Requirements of MCL 247.663: Motion by Member Schmidt to table Resolution No. 19-0815-02 for a special meeting. Supported by Member Pulda. All in favor. Roll call vote. Ayes: Member Nichols, Mayor Kring, Member Twichell, Member Pulda, Deputy Mayor Bussard, Member Lenneman, Member Schmidt. Nays: None. Motion carried (7-0).
- e) Dixon Corporation – Water Tower: Motion by Deputy Mayor Bussard to approve \$138,000 for Fedewa, Inc. as long as they are not the previous contractor the City used for the water tower. Supported by Member Schmidt. All in favor. Roll call vote. Ayes: Deputy Mayor Bussard, Mayor Kring, Member Pulda, Member Twichell, Member Schmidt, Member Lenneman. Nays: None. Abstain: Member Nichols. Motion carried (6-0).

**Public Comment on non-agenda items:** Wanda Fitzhugh – 403 Bunker Hill Ct. spoke in regard to Loren Smalley and his interview with Council. Loren Smalley – 606 Concord thanked the Council for his interview. Lashaun Jordan – 403 Bunker Hill Ct. spoke in regard to the water tower and if there is a current warranty. Also spoke about the Pavement Warranty Program.

**Closed Session:** Motion by Member Twichell to enter into Closed Session for the City Manager and City Clerk personnel evaluations. Supported by Deputy Mayor Bussard. All in favor. Roll call vote. Ayes: Member Nichols, Mayor Kring, Member Twichell, Member Pulda, Deputy Mayor Bussard, Member Lenneman, Member Schmidt. Nays: None. Motion carried (7-0). Entered into Closed Session at 9:09 p.m. Motion by Mayor Kring to enter back into Open Session at 9:43 p.m. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Member Twichell, Deputy Mayor Bussard, Mayor Kring, Member Schmidt, Member Pulda, Member Lenneman, Member Nichols. Nays: None. Motion carried (7-0).

- a) City Manager Personnel Evaluation under MCL 15.268 8 (a): Motion by Member Schmidt to approve the 2-day vacation for the City Manager. Supported by Member Pulda. All in favor. Motion carried (7-0). Motion by Member Twichell to approve a wage increase to \$70,000 salary for the City Manager. Supported by Member Pulda. All in favor. Roll call vote. Ayes: Member Schmidt, Deputy Mayor Bussard, Member Pulda, Member Twichell, Mayor Kring, Member Lenneman. Nays: None. Abstain: Member Nichols. Motion carried (6-0).
- b) City Clerk Personnel Evaluation under MCL 15.268 8 (a): Evaluation completed in Closed Session.

**Communication from the Mayor and Council:** None

**Next Meeting:** Thursday, September 19, 2019 at 7:00 p.m.

**Excuse absent Member(s):** None

**Motion to Adjourn:** Motion by Member Lenneman to adjourn the meeting. Supported by Member Schmidt. All in favor.  
Motion carried (7-0).

Meeting adjourned at 9:53 p.m.

Respectfully submitted,

Stephanie Wilson, City Clerk