

City of Potterville - Council Minutes

Thursday, June 20, 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, Member Lenneman, Member Twichell, Member Pulda
 Absent: Deputy Mayor Bussard, Member Schmidt, Member Lewis

Approval of Agenda: Motion by Member Twichell to approve the June 20, 2019 agenda. Supported by Member Pulda. All in favor. Motion carried (4-0-3).

Approval of Minutes: Motion by Member Twichell to approve the May 16, 2019 regular Council meeting minutes, May 16, 2019 Closed Session minutes and the May 21, 2019 Special Council meeting minutes. Supported by Member Lenneman. All in favor. Roll call vote. Ayes: Mayor Kring, Member Pulda, Member Twichell, Member Lenneman. Nays: None. Motion carried (4-0-3).

Approval of Bills:

General Bills: Motion by Member Twichell to approve the general bills in the amount of \$59,481.31. Supported by Member Lenneman. All in favor. Roll call vote. Ayes: Member Twichell, Mayor Kring, Member Pulda, Member Lenneman. Nays: None. Motion carried (4-0-3).

Bank Reconciliations: Motion by Member Lenneman to approve the Bank Reconciliations for May 2019, payroll and special. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Member Pulda, Mayor Kring, Member Twichell, Member Lenneman. Nays: None. Motion carried (4-0-3).

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

Public Comment on agenda items: None

Commission/Committee Reports: Member Twichell spoke about TIFA and DDA holding special meetings in June. DDA did not have a quorum, so they are in the process of rescheduling.

Department Reports: Administration- Department reports in the June 2019 packet.

Old Business:

- a) Auditors Engagement Letter: Motion by Member Lenneman to approve the Auditors Engagement Letter from Vredeveld Haefner LLC, public auditor for the City of Potterville and the TIFA audit. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Mayor Kring, Member Twichell, Member Pulda, Member Lenneman. Nays: None. Motion carried (4-0-3).

New Business:

- a) Budget Hearing – Amendments to the 2018-2019 Fiscal Budget: Motion by Member Twichell to open to the public the 2018-2019 budget hearing. Supported by Member Lenneman. All in favor. Motion carried (4-0-3). Linda Amy asked Council if the budget had been published. Motion by Member Lenneman to close the budget hearing. Supported by Member Twichell. All in favor. Motion carried (4-0-3).
- b) Resolution No. 19-0620-01 – Resolution for the Adoption of the 2018-2019 Fiscal Year Budget Amendments: Mayor Kring read Resolution No. 19-0620-01 aloud. Motion by Mayor Kring to amend Resolution No. 06 to 01 and approve Resolution No. 19-0620-01. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Member Pulda, Member Twichell, Mayor Kring, Member Lenneman. Nays: None. Motion carried (4-0-3).
- c) Budget Hearing – 2019-2020 Fiscal Budget: Motion by Member Twichell to open to the public the 2019-2020 budget hearing. Supported by Member Lenneman. All in favor. Motion carried (4-0-3). Linda Amy asked about the Fire Department being in the budget, and if the City had enough in the budget to fix the needed items for the Fire Department. Ms. Amy also asked about the waste management line item in the budget and if that was for the

single waste hauler. Motion by Member Lenneman to close the 2019-2020 budget hearing. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Member Twichell, Mayor Kring, Member Pulda, Member Lenneman. Nays: None. Motion carried (4-0-3).

- d) Resolution No. 19-0620-02 – Resolution of Adoption of the City of Potterville Annual Budget for Fiscal Year 2019-2020: Motion by Member Twichell to amend changes to Resolution Number 01-05 to 02-06. Supported by Member Lenneman. All in favor. Motion carried (4-0-3). Mayor Kring read Resolution No. 19-0620-02 aloud. Motion by Member Kring to approve Resolution No. 19-0620-02. Supported by Member Lenneman with an amendment from 2019-2010 to 2019-2020. All in favor. Roll call vote. Ayes: Mayor Kring, Member Twichell, Member Pulda, Member Lenneman. Nays: None. Motion carried (4-0-3).
- e) Resolution No. 19-0620-03 – Resolution of General Appropriations Act and Establishment of the Tax Millage Rate of 11.9867 for the 2020 Tax Period Beginning July 1, 2019 and Millage Rate of 1.5 to be Levied on Taxable Valuation as Equalized for Solid Waste Collection Per Public Act 298 of 1917. MCL. 123.261, as Amended. Mayor Kring read Resolution No. 19-0620-03 aloud. Motion by Mayor Kring to approve Resolution No. 19-0620-03. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Member Twichell, Mayor Kring, Member Pulda, Member Lenneman. Nays: None. Motion carried (4-0-3).
- f) Resolution No. 19-0620-04 – A Resolution to Establish a 1% Property Tax Administrative Fee (PTAF), a 3% Late Penalty Fee (LPF), and a 1% Late Interest Fee (LIF): Mayor Kring read Resolution No. 19-0620-04 aloud. Motion by Mayor Kring to approve Resolution No. 19-0620-04. Supported by Member Lenneman. All in favor. Roll call vote. Ayes: Mayor Kring, Member Pulda, Member Twichell, Member Lenneman. Nays: None. Motion carried (4-0-3).
- g) General Fund Balance: Discussion between City Manager and Council.
- h) Resolution No. 19-0620-05 – Resolution to Adopt the City of Potterville General Fund Balance Policy and Maximum/Minimum Ranges of Unassigned/Unallocated General Fund Balances. Mayor Kring read Resolution No. 19-0620-05 aloud. Motion by Mayor Kring to approve Resolution No. 19-0620-05. Supported by Member Twichell. All in favor. Roll call vote. Ayes: Mayor Kring, Member Twichell, Member Pulda, Member Lenneman. Nays: None. Motion carries (4-0-3).
- i) Resolution No. 19-0620-06 – Resolution Approving the Draft Master Plan for Distribution and Asserting the City Council’s Right to Adopt the City Master Plan: Mayor Kring read Resolution No. 19-0620-06 aloud. Motion by Mayor Kring to approve Resolution No. 19-0620-06. Supported by Member Pulda. All in favor. Roll call vote. Ayes: Member Twichell, Mayor Kring, Member Pulda, Member Lenneman. Nays: None. Motion carried (4-0-3).
- j) Approval of Appointed Tax Board of Review Member(s): Motion by Member Twichell to approve appointment of Judy Lenneman as a Board of Review Member and Doug Hartson as an Alternate Member. Supported by Member Pulda. All in favor. Roll call vote. Ayes: Member Pulda, Member Twichell, Mayor Kring, Member Lenneman. Nays: None. Motion carried (4-0-3).
- k) City Clerk Vacation Approval, July 5, 2019-July 12, 2019: Motion by Member Lenneman to approve the City Clerk vacation July 5th-12th. Supported by Member Twichell. All in favor. Motion carried (4-0-3).

Public Comment on non-agenda items: Linda Amy spoke in regard to stepforwardmi.org, a program designed to help anyone in need with property taxes before going into foreclosure. Ms. Amy will bring the Clerk flyers for the Board of Review meeting.

Communication from the Mayor and Council: Member Twichell asked City Manager, Aaron Sheridan about the status of a single waste hauler. Council asked the City Manager to move forward with sending out RFP’s for bids on a single waste hauler, and to have this item placed on the July 18, 2019 agenda.

Next Meeting: Thursday, July 18, 2019 at 7:00 p.m.

Excuse absent member(s): Motion by Member Twichell to excuse absent Member Schmidt, Deputy Mayor Bussard and Member Lewis. Supported by Member Pulda. All in favor. Motion carried (4-0-3).

Motion to Adjourn: Motion by Member Lenneman to adjourn the meeting. Supported by Member Pulda. All in favor. Motion carried (4-0-3).

Meeting adjourned at 8:06 p.m.

Respectfully submitted,

Stephanie Wilson, City Clerk