

# Draft minutes

## Minutes

### Fraser City Council – Budget Workshop Tuesday, May 10<sup>th</sup>, 2016, @ 6:30pm

A Budget Workshop meeting of the Fraser City Council was conducted on the above date at the City Municipal Building, located at 33000 Garfield Road, Fraser, County of Macomb, Michigan.

Present: Mayor Nichols and Council Members Blanke, Carnagie, Foster, Hemelberg, Lesich and Schornak  
Absent: None  
Also Present: Richard Haberman, City Manager  
Kelly Dolland, City Clerk  
Tim Tomlinson, City Attorney

1. **Call Meeting to Order** - Mayor Nichols called the Special meeting to order at **6:30pm**
2. **Pledge of Allegiance**
3. **Approval of Agenda**

Mayor Nichols moved, seconded by Mayor Pro-tem Carnagie, TO APPROVE AGENDA AS PRESENTED.

The motion carried unanimously

4. **Presentations –**

- a. Presentation and Discussion with Council the IT (Integrated Technology) 2016/2017 Budget.

Michele Kwiatkowski stated the I.T. budget was condensed into 'One' budget.

Member Lesich asked about contractual services.

Mrs. Kwiatkowski stated all contracts have been recently negotiated. Mike Wing's Inacomp annual fee is \$22,500 of 16 hours per month of service.

Member Schornak questioned capital layout.

Member Foster questioned part time wages.

Member Lesich asked who owns the city phone system ~ the city purchased the system in 1999.

Member Lesich questioned the \$25,000 agreement with BS & A.

Member Blanke questioned the part time employee, ~ Mrs. Kwiatkowski stated she is the only employee and she is part time.

Mrs. Kwiatkowski provided an update of the camera in the parks ~ at least six weeks for the polls and system to be installed.

Conversation ensued regarding the I.T. budget.

- b. Council Adoption of the 2016/2017 Budget.

Mayor Nichols moved, seconded by Member Hemelberg, TO SCHEDULE A PUBLIC HEARING THURSDAY, MAY 12<sup>TH</sup>, 2016 FOR THE ADOPTION OF THE CITY OF FRASER 2016/2017 BUDGET.

The motion carried unanimously

Mayor Nichols moved, seconded by Member Hemelberg to AMEND AGENDA TO INCLUDE 4c. CITY OF FRASER 2016/2017 BUDGET DISCUSSION WITH CITY COUNCIL, DEPARTMENT HEADS AND ADMINISTRATION.

The motion carried unanimously

Administration gave a brief overview of the budget process and the responsibility of the council.

Mr. Dolan gave a brief overview of City Council meeting rules and procedures related to public participation.

Member Lesich spoke of the 379.802 = property tax, PPT and IFT taxes.

Lorena McDowell, Director of the Fraser Public Library was available for questions.

Member Schornak questioned the professional services land capital outlay.

Mrs. McDowell spoke of the need of a new roof and shelving.

Member Foster inquired if reducing library hours was an option to reduce the budget.

Mrs. McDowell stated she could reduce hours but does not know what the saving would be.

Member Lesich stated the budget is 8% higher than last year, would like for her to come back Thursday, May 12<sup>th</sup>, 2016 meeting with a budget that is 8% less.

Member Foster stated would like a new budget, eliminate all training from the budget that is not state mandated for the library.

Member Lesich read if the Library were to close one day a week the city would save \$50,000 a year. Mrs. McDowell disagreed.

Conversation ensued regarding the reduction of the 2016/2017 projected Library budget by 8%.

**Minutes**  
**Fraser City Council – Budget Workshop**  
**Tuesday, May 10th, 2016, @6:30pm**

2

Member Foster stated she would like a list of all mandatory training from each department.  
Mayor Nichols suggested removing all training from the 2016/2017 budget.  
Mr. Dolan suggested providing some lead way, for example, with the BS & A Software, staff training is essential.  
Mayor Nichols suggested all employees requesting training would require council approval.

BJ VanFleteren, DPW Director spoke of the condition of the city park tennis courts.  
Member Carnegie stated if the tennis courts were removed the area could be used for other park uses.  
Member Carnegie also asked if the DPW staff could repair the roof of the library. ~ No.  
Member Lesich asked what the cost was for Fort Fraser mulch, ~ one quote was \$19 a yard.  
Member Lesich spoke of the removal of the fencing and surface of the tennis courts, ~ Mr. VanFleteren stated his staff would be able to remove the fencing and surface; the cost would be DPW man hours.  
Member Blanke stated the surface of the tennis court was resurfaced 26 years ago.  
Mr. VanFleteren stated an estimate cost to remove the tennis courts is \$15,000-\$20,000. The estimate cost to update Fort Fraser is \$20,000.

Council was in agreement to eliminate the city tennis courts.  
Council and Mr. VanFleteren agreed the estimate cost of park repair and tennis court removal would be \$50,000.

Discussion ensued regarding the DPW city service of Leaf Pickup.  
Mr. VanFleteren stated the DPW has the equipment to maintain the Leaf Pickup program. He also stated the residents really enjoy the service; the service sets the city apart from other cities in the area.  
Member Lesich suggested a finite time to pick up leaves and or provide bags to residents to bag the leaves themselves. ~ Mr. VanFleteren stated there is a beginning and end date of leaf pick up.  
Member Foster suggested to sell the 'leafer' leaf pick up machine and use the proceeds toward something else.

George Rouhib, Public Safety Director was available for questions.  
Member Foster requested a list of all state mandated / required training for the Public Safety staff.  
Member Schornak asked if the cost of training could come out of the forfeiture monies, ~ yes, training fees for three employees come out of the drug forfeiture account.  
Member Carnegie questioned the Court ~ Director Rouhib stated the Court is a separate entity from Public Safety.  
Member Carnegie expressed concern with the increased court budget.  
Member Lesich questioned the ability to bring court in-house.

9:03pm recess, meeting resumed 9:10pm.

Randy Warunek, Building Official stated his department expenses are even with revenues. He has always cut his department to the bone. He stated he is a resident and a department head and takes pride in the cities services.  
Member Carnegie complained of neighborhood blight. Mr. Warunek stated he previously was a Code Enforcement Officer and always took good notes.  
Member Foster spoke of the home rental inspections.  
Mayor Nichols requested an increase in the number of hours the Code Enforcement Officers work.

Member Lesich stated he would agree to approve the budget and make reallocations in the fall.

Mary Jaganjac, Finance Director was available for comment.  
Member Schornak suggested e-mailing water bills verse mailing water bills, also e-mailing tax bills.  
Ms. Jaganjac added Contractual Services line item to the budget.  
Member Lesich suggested outsourcing payroll, and asked Ms. Jaganjac to research the cost to outsource payroll.

Richard Haberman, City Manager spoke of the budget, three Officers that are able to retire next year, and retiree health care stop loss program.  
Member Foster requested to freeze all employees training.

**Minutes**  
**Fraser City Council – Budget Workshop**  
**Tuesday, May 10th, 2016, @6:30pm**  
**3**

5. Citizen Participation – None

6. Members to be heard:

Member Schornak questioned union contracts; Mr. Haberman hoped to have all contracts signed by June 2016.

Member Blanke commented.

Member Foster suggested reducing the number of man hours on the leave trucks and using Rizzo Services.

Member Lesich commented.

Member Hemelberg spoke of a great fundraiser he attended for Roy Malone at Hanover Grove.

Member Carnegie stated council will do their best to keep the millage level down.

Mayor Nichols commented on many topics.

6. ADJOURNMENT

Mayor Nichols moved, seconded by Mayor Pro-tem Carnegie, to ADJOURN THE BUDGET WORKSHOP COUNCIL MEETING OF MAY 10TH, 2016 @ 11:05PM.

The motion carried unanimously,

Respectfully submitted,

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Kelly Dolland, City Clerk

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Joe Nichols, Mayor

/kd