

Minutes
Fraser City Council - Special Meeting
Tuesday - August 16th, 2016 @ 7pm

A Special 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 and Schornak
Absent: Member Lesich
Also Present: Richard Haberman, City Manager
Kelly Dolland, City Clerk
Jack Dolan, City Attorney

1. Call Meeting to Order - Mayor Nichols called the Regular meeting to order at **7:00pm**.

2. Pledge of Allegiance

3. Approval of Agenda

Mr. Haberman requested council to amend agenda, to move 7b and make it 4b. Councilman Lesich is not present and he asked I present his material at tonight's meeting.

Member Foster moved, seconded by Mayor Nichols, TO MOVE AGENDA ITEM 7B AND MAKE IT AGENDA ITEM 4B.

The motion carried 6-0

Member Carnagie moved, seconded by Mayor Nichols, TO APPROVE AGENDA AS AMENDED.

The motion carried 6-0

4. Presentations:

a. Water Rate presentation

Mr. Haberman Water Presentation included a background of the water and sewer utility bill, the involvement of the MDEQ, the 2011 Rate Study, 2015 fixed cost from City of Detroit and the Ready to Service (RS) fixed cost of 2016. The 2016 rate changes include; new costs for OPEB Liability and Bid Debt True Up to cover losses for Highland Park debt, new proposed fixed or RS charge to be \$9.95 per unit, New proposed Water Commodity Rate of \$3.54 per unit and new proposed Sewer Commodity rate of \$1.21 per unit. Overall rate is \$14.70 per unit.

Mayor Nichols moved, seconded by Member Schornak, TO EXCUSE MEMBER LESICH FROM THE TUESDAY, AUGUST 16TH, 2016 SPECIAL MEETING.

The motion carried 6-0

b. Pursuant to Councilman Lesich's motion March 10, 2016 to form an ad hoc water committee, provide council and the public an update on that committee formation and all information relevant to that committee.

Mr. Haberman presented Member Lesich's 2016 Fraser Water / Sewer Study Presentation. The presentation included a unit of water is 748 gallons; current unit cost is \$14.70 or .02 a gallon. The average household uses about 2 units per person per month or about 50 -75 gallons of water per day, a four step example how to reach the monthly water and sewer bill, key water wasters, and a City of Fraser Water/Sewer Study Committee with objectives.

Member Foster asked to review the Ready to serve charge. Mr. Haberman stated it includes administration overhead cost, OPEB Liability, fixed water cost for the Great Lakes Water Authority, Look back fee, Debt Service charges and depreciation/replacement fees.

Member Schornak commented.

Member Hemelberg inquired of the general fund budget.

Member Blanke pointed out the cost is spread across all users of the city.

Mr. Dolan spoke of passed thru charges imposed from the county on to Fraser users.

Mayor Nichols spoke to representatives of Centerline and Harper Woods; they do not have the same issues that the City of Fraser has.

Mr. Haberman spoke of a proposed shared water tower and the benefit that the tower would pay for itself in about seven years.

Member Foster asked what is the system used in house to track water usage.

Member Hemelberg asked to provide a graph where the water usage is higher, not in February.

Member Foster asked about the possibility to e-mail residential and business water bills.

5. Public Hearing: - None

6. Consent Agenda – None

7. Requests for Council Action –

a. Request Council approve a Part-time Building Inspector position and change the existing Part-time Clerical position to FTE as part of the implementation process for the Non Owner Occupied Housing Ordinance.

Building Official Randy Warunek provided council a handout of the Non Owner Occupied Housing from March 2016. Mr. Warunek stated the City of Fraser currently has 774 non-owner occupiers properties, at \$200 registration fee for each property it equals \$154,800 every three years, (registration is a three year cycle). To make this program work, we would need a part-time Building inspector; the cost would be roughly \$29,000 a year. Secondly, would like to change to currently part-time Building clerk into a full time position, the currently cost is \$18,850 to full time the cost would be \$16,000 to equal \$35,000. Additional revenues would be permits and inspections. Mr. Warunek believes this could only happen if additional staff was added to the Building Department. The City of Roseville has been doing this since 1998.

Mr. Warunek stated the Code Enforcement Officer can only view the exterior of a property; this inspection will inspect the interior of a property.

Member Schornak moved, seconded by Member Hemelberg, TO REQUEST COUNCIL APPROVAL OF A PART-TIME BUILDING INSPECTOR POSITION AND CHANGE THE EXISTING PART-TIME CLERICAL POSITION TO A FULL-TIME AS PART OF THE IMPLEMENTATION PROCESS FOR THE NON OWNER OCCUPIED HOUSING ORDINANCE.

Member Carnagie asked for job descriptions. Mr. Warunek stated he can incorporate the current building inspector job description with the City of Roseville's job description.

Member Foster asked if the City has the funds in the budget to cover the wages ~ Mr. Haberman stated the city has reserve funds, they can make a budget adjustment.

Member Foster also when do you anticipate this program to begin ~ the program will begin in the next 90 days.

Member Schornak believes this is proactive.

Member Foster asked how busy is the department in the winter and fall? ~ Mr. Warunek suggested the department does not slow down.

Audience to be heard:

Resident Gary Placido

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The motion carried 6-0

8. REPORT OF THE CITY ADMINISTRATION/PENDING ITEMS

Mr. Haberman stated he will focus on the water and sewer project.

9. REPORT OF MAYOR AND CITY COUNCIL/NEW BUSINESS

Member Blanke thanked the residents

Member Foster thanked Mr. Haberman and reminded the residents the clerical staff in the Finance Department is not responsible for your water bill rate. A Fraser High School Wrestling Bowling Fundraiser.

Member Schornak thanked the residents and requested the department head 2% pay increase be added to the September agenda. ~ Conversation ensued as to whether a department head 2% increase in salary was included in the 2016-2017 budget.

Member Carnagie thanked all.

Member Hemelberg have a good Labor Day holiday.

Mayor Nichols thanked all and wished students and staff of the Fraser Public Schools a great year.

10. CITIZEN PARTICIPATION

Resident Steve Jennings

Resident Daniel Tavalieri

Resident Gary Placido

Property Owner Ken Immler

11. ADJOURNMENT

Member Hemelberg moved, Mayor Nichols seconded by, to ADJOURN THE REGULAR COUNCIL MEETING OF AUGUST 16TH, 2016 @ 9:05PM.

The motion carried unanimously,
Respectfully submitted,

Kelly Dolland, City Clerk

Joe Nichols, Mayor