

**Fraser City Council - Special Meeting
Tuesday – April 22, 2014 - 7:00 P.M.
Municipal Building**

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 Hagerty and Council Members Accavitti, Cilluffo, Hemelberg, Jennings and Morelli
Absent: Council Member Carnagie
Also Present: Richard Haberman, City Manager
Kathy Kacanowski, City Clerk
Jack Dolan, City Attorney

1. **Call Meeting to Order** - Mayor Hagerty called the special meeting to order at 7:00 p.m.
2. **Pledge of Allegiance**

Following the Pledge of Allegiance, Member Hemelberg advised Council that he was absent from the April 10th Council meeting due to a prior commitment and asked that his absence be excused.

Mayor Hagerty moved, seconded by Member Accavitti, TO EXCUSE MEMBER HEMELBERG'S ABSENCE FROM THE APRIL 10, 2014 REGULAR COUNCIL MEETING.

The motion carried unanimously.

Mayor Hagerty moved, seconded by Member Accavitti, TO EXCUSE MEMBER CARNAGIE FROM THE APRIL 22, 2014 SPECIAL COUNCIL MEETING AS HE IS OUT OF TOWN ON BUSINESS.

The motion carried unanimously.

3. **Discussion of Proposed Fiscal Year 2014-2015 Budget**

Council reviewed the proposed budget as listed in the General Fund.

City Council, 39th District Court and City Manager

Each budget has slight increases.

Assessing

Budget has a slight decrease mainly due to lower legal fees.

Legal

Budget has an increase. Member Cilluffo voiced concern that all legal fees are not included in this line but are spread in other areas.

Clerk

Budget has an increase due to a proposed nominal salary increase along with two elections this year.

Finance

Budget has an increase due to anticipated water and tax bill sizes, which will increase postage, and software increases; audit fees decreased.

City Hall, Activity Center and Baumgartner

Budget has slight increases due to repairs and maintenance and internet access for new addition at Baumgartner House.

Library Building

Budget has increase for repairs, maintenance and utilities. Finance Director McCulloch advised phone lines are now identified and billed to appropriate depts.

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DPW Building

Budget has increase for repairs on garage doors.

Public Safety

Budget has slight increase. Director Rouhib spoke regarding the budget advising there are currently 35 officers and the preference is 37. Discussion ensued regarding benefits of Public Safety noting training is expensive and future recruitment will be challenging. Since he is expecting several retirements in the next two to three years, he will bring some suggestions to the City Manager for Council's consideration.

Building

Budget has a decrease. Building Official, Randy Warunek, advised an additional 25 homes are expected in the next few years as building is increasing. He is hoping to provide tablets to Code Enforcement Officers to provide easy access to information while on the road. He also stated the officer working Fridays and Saturdays is still in a pilot program and the program seems to be successful.

Zoning Board of Appeals and Emergency Management

Not much activity.

Department of Public Works

Budget has an increase. Public Works Superintendent, Bernard VanFleteren, explained salaries increased due to allocation of a variety of jobs and recertification requirements. He voiced concern with the 29 hour limitation for part time employees as well as low part time starting wages. Mayor Hagerty stated he would like Council to consider manpower for this department. Member Jennings stated the budget did not increase much and the part time supervisor position was removed. Member Cilluffo noted the DPW wages are not always allocated to the departments when specific jobs are completed; however, Finance Director McCulloch stated a process has begun to do so. Mayor Hagerty inquired how many part time manpower hours were expended per year and Director McCulloch will research and advise.

Member Jennings stated Council approved a part time supervisor last year and data was to be accumulated to justify the need for additional manpower; however no data was received. Mayor Hagerty stated he would prefer Mr. VanFleteren move one of his current employees to a supervisory level and hire a new full time employee. Mr. VanFleteren explained he would utilize this employee as a working supervisor on a temporary basis to see if it works well. Manager Haberman noted this would provide the DPW with a succession plan and several members agreed. Council will need to know the costs for the increased wages for the existing employee, new employee and increase in competitive part time wages. Mayor Hagerty added he will not approve a budget without a "bump up" to supervisory level and one additional person in the DPW. Manager Haberman stated the data may be located through payroll/job reports and will check on this.

Street Lighting

Budget has a slight decrease due to new LED lighting.

Parks Maintenance

Budget has an increase due to materials and supplies, park equipment and anticipated expenses for the barrier free park.

Recreation

Christina Woods, Recreation Director, presented an overview of the Recreation Department and Senior Activity Center. She included new programs, revenue

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trends and success of online registration. They have been utilizing contracted services for some programs to gauge their success and email alerts for rainouts has been beneficial. She noted challenges are limitations on part time hours, lower donations/sponsorships and the possibility of SMART grants being eliminated. She stated once the barrier free park is completed, she will proceed with grant writing for other park upgrades. She would like Council to consider increasing her hours to full time and allowing the addition of a part time clerical position.

Manager Haberman stated the full time clerical employee has only been working 70% for the last four years. He noted only \$3000 will come from the General Fund, which indicates the Recreation Department is creating the rest in revenues. Member Hemelberg voiced concern that the building and heating system is getting older. Member Jennings noted the last two part time directors left for full time positions and Ms. Woods is increasing revenues to pay for her position. Mayor Hagerty stated Somerset Pool is struggling to open this year and suggested Ms. Woods make an effort to strategize with them.

Library

Lorena McDowell, Library Director, was introduced to Council. There is a slight decrease in the budget as a part time position was transferred to the Recreation budget. Ms. McDowell stated several employees left within the last seven weeks and they are in the process of hiring additional staff. She noted the Friends of the Library group have been indispensable. She mentioned her long term goals are replacement of old bookcases and furniture, increasing participation in teen area and a second bathroom in the building. Mayor Hagerty stated the last traffic flow count at the Library was 5000 per week and Ms. McDowell stated she is checking these figures. Mayor Hagerty asked Manager Haberman to provide some history on the library. Manager Haberman explained 1 mil was dedicated to create the library; a second mil was added but neither were enacted. Under statute, Council can approve up to 1 mil but the second mil would require a vote of the people.

Attorney Dolan explained that if the mil was enacted, the process for the Library would change as it would no longer remain under city's direction but control would go to the Library Board. We are currently a city library and Member Cilluffo noted there is probably a good reason why these were not enacted and council should look closely before making any changes. Member Jennings agreed since Council would lose control over their budget and taxes would increase.

Historical Commission

No change in this budget

Senior Activities

Budget has increase due to staffing allocations. Director McCulloch noted van drivers are included this budget along with increased wages for a full time director and new part time employee.

Planning

There was a decrease in this budget.

Other

There was an increase in this budget. This includes compensated absences, retiree health care, contingency, pending lawsuits, insurance and community block grant, major and local streets, ambulance fund, rubbish collection and disposal, drug forfeiture, gambling forfeiture and senior housing fund.

At this time, 10:10 p.m., Mayor Hagerty requested a break. The meeting resumed at 10:15 p.m.

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Senior Housing

A proposed \$20 per month rent increase is needed mainly for deck repairs. Manager Haberman advised Council they may want to consider selling, or hiring a management company to manage, the facility in the future. Mayor Hagerty stated the area near the building is prime development and there may be several developers interested; however it was noted the buyer would need to agree to take over the bonds.

General Debt, Lease Payments, Senior Housing Debt & Motor Equipment

Each budget was briefly discussed.

Retiree Healthcare

It was noted this fund will be completely depleted next fiscal year.

Member Cilluffo inquired about the Motor Pool wages.

Member Jennings spoke of reduction of DPW manpower but also reduction of some services such as pumps. She would like to see data and Superintendent VanFleteren stated a Wayne State survey performed several years indicated they were not overstaffed at that time.

Member Morelli requested clarification on enterprise. Director McCulloch explained this is a company name for fleet of vehicles.

Member Accavitti noted payment of Library fines went up significantly. Ms. McDowell explained they lowered the amount being sent to collection and therefore, have been more successful in receiving payments.

Mayor Hagerty inquired whether the City had a signed agreement yet with MERS since savings were added in the budget. Manager Haberman stated he expects the agreement to be completed by July 1st and is in the process of meeting with the collective bargaining units. Mayor also inquired about changes to the state shared revenues and was advised the information is accurate.

4. **Citizen Participation** - none

5. **Adjournment**

Member Hemelberg moved, seconded by Member Morelli, to ADJOURN THE SPECIAL COUNCIL MEETING OF TUESDAY, APRIL 22, 2014 AT 10:53 P.M.

The motion carried unanimously.

Respectfully submitted,

Kathy Kacanowski, City Clerk

Doug Hagerty, Mayor