



CITY MANAGER
D. Wayne O'Neal
CITY CLERK
Kelly Ann Dolland

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnagie
MAYOR PRO-TEM
David Winowiecki

COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Michael Lesich
Patrice M. Schornak

**FRASER CITY COUNCIL – REGULAR MEETING – VIRTUAL MEETING
THURSDAY – JULY 9TH, 2020 @ 7:00PM
AGENDA
AGENDA REVISED – 7-7-2020**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL OF COUNCIL MEMBERS**
- 4. APPROVAL OF AGENDA**
- 5. INTRODUCTION – AMY CELL, LLC**
- 6. **CLOSED SESSION – ATTORNEY/CLIENT PRIVILEGE COMMUNICATION – LABOR NEGOTIATION STRATEGY***
- 7. CONSENT AGENDA**
 - a. Approval of Minutes of the Regular Council Meeting of June 11, 2020
 - b. Approval of Minutes of the Special Council Meeting of June 25th, 2020
 - c. Approval of Bills for the month of May - 2020 in the amount of \$1,020,323.11
 - d. Receive and File Finance Budget to Actual Report ending May, 2020
 - e. Receive and File Fraser Parks & Recreation March 3rd, 2020 meeting
 - f. Receive and File Fraser Parks & Recreation May 12th, 2020 meeting
 - g. Receive and File Assessing Board of Review Member Sandy Decker term end date December 31st, 2021
- 8. CITIZEN PARTICIPATION ON AGENDA ITEMS**
- 9. REQUESTS FOR COUNCIL ACTION**
 - a. Consideration of Contract with Amy Cell, LLC for HR Services
 - b. Discussion of Hidden Pines Senior Housing Balcony and Door Replacement Bids
 - c. Consideration of Purchase of a Replacement Utility Truck for the Fire Division - Public Safety Department
 - d. Permission to Hire a Replacement Department of Public Works Employee
 - e. Transfer of Class C Liquor License, SDM, Sunday AM Sales, Dance and Entertainment and Carry Out – 18339 E. 14 Mile Rd
 - f. **Discussion of Extension of Macomb County Covid-19 State of Emergency through July 9th, 2020*
- 10. PENDING ITEMS OF UNFINISHED BUSINESS / REPORT OF THE CITY ADMINISTRATION**
 - a. Property Maintenance Enforcement Options – Don DeNault

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11. REPORT OF MAYOR AND CITY COUNCIL / NEW BUSINESS
12. STANDING ITEMS, UNFINISHED BUSINESS / PROJECT STATUS UPDATES
13. CITIZEN PARTICIPATION
14. ADJOURNMENT

(Posted Thursday, July 2, 2020 @4pm Revised agenda Tuesday, July 7th, 2020)

Join Zoom Meeting

<https://us02web.zoom.us/j/89640811143>

Meeting ID: 896 4081 1143

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City of Fraser Administration

April 2nd, 2020



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33000 Garfield - Fraser, Michigan 48026 - 586.293.3100 ext. 110 – www.micityoffraser.com

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City of Fraser Administration

April 2nd, 2020

Honorable Mayor and Council
Municipal Building
Fraser, MI 48226

July 2, 2020

Re: Manager's Report

Dear sirs and Mesdames,

8. REQUEST FOR COUNCIL ACTION:

A. CONSIDERATION OF CONTRACT WITH AMY CELL, LLC FOR HR SERVICES

City Attorney Don DeNault will have a contract for your approval for HR Services as outlined in their proposal.

Proposed motion: to approve the contract with Amy Cell, LLC as presented by City Attorney DeNault.

B. DISCUSSION OF HIDDEN PINES SENIOR HOUSING BALCONY AND DOOR REPLACEMENT BIDS

We received four bids for the replacement of the Senior Housing Balconies and Doors and the details are outlined in Mike Vigneron's memo of June 3, 2020.

Based on AEW's experience and bids submitted, they recommend awarding a contract for the **Senior Housing Balconies and Doors Project** to **D&S Contractors, Inc.**, 3500 W. 11 Mile Road, Suite A, Berkley, MI 48072 in the amount of **\$533,479.00**, with work to be performed in three (3) phases as specified in the bidding documents

Proposed motion: to award the contract for the **Senior Housing Balconies and Doors Project** to **D&S Contractors, Inc.**, 3500 W. 11 Mile Road, Suite A, Berkley, MI 48072 in the amount of **\$533,479.00**, with work to be performed in three (3) phases as specified in the bidding documents

C. CONSIDERATION OF PURCHASE OF A REPLACEMENT UTILITY TRUCK FOR THE FIRE DIVISION - PUBLIC SAFETY DEPARTMENT

Interim Public Safety Director Pettyes has submitted information from State of Michigan pricing for this replacement Utility Truck from Gorno Ford which has the contract in the amount of \$34,733.00. His memo of July 1, 2020 outlines this purchase.

Proposed Motion: to approve the purchase of the 2020 Ford F-150 4x4 Crew Cab Pickup Utility Truck from Gorno Ford in the amount of \$34,733.00.

D. PERMISSION TO HIRE A REPLACEMENT DEPARTMENT OF PUBLIC WORKS EMPLOYEE

City Council has imposed a hiring freeze city wide and we are requesting permission to replace a retiring DPW employee. Currently we are down two employees, one vacancy and one out on injury leave. We are budgeted for ten full time union employees.

Proposed motion: to approve permission to hire a replacement DPW employee.

E. TRANSFER OF CLASS C LIQUOR LICENSE, SDM, SUNDAY AM SALES, DANCE AND ENTERTAINMENT AND CARRY OUT – 18339 E. 14 MILE

Sandra Pierre is requesting a transfer of the Class C Liquor License for 18339 E. 14 Mile to Shenaniganz LLC DBA Paddy Whacks Pub. Section 3.5 of our Code of Ordinances requires this application and information.

Ms. Pierre's application and letter of introduction are enclosed for your perusal.

Here is the application from Sandy Pierre. It looks like the July City Council meeting has space for the transfer item. The establishment is legally operating under their LCC approval in the interim.

Doug

Proposed motion: to approve the Transfer of Class C Liquor License, SDM, Sunday AM Sales, Dance and Entertainment and Carry Out – 18339 E. 14 mile to Shenaniganz LLC DBA Paddy Whacks Pub 18339 E 14 Mile Road.

9. PENDING ITEMS OF UNFINISHED BUSINESS

a. Property Maintenance Enforcement Options

Don DeNault, City Attorney will discuss his email of June 22, 2020 that outlines the different options available to the City of Fraser for the enforcement of property maintenance. This is in response to Jim Wright, Building Official, comments on a request of council members to investigate the options that the city may have for two particular properties. This is an excellent opportunity to educate everyone on how this process works and the pitfalls of proceeding through the different channels available to us. The biggest roadblock is the cost for some of the remedies and how and if the city would be reimbursed for these costs.

DRAFT MINUTES

Minutes Fraser City Council – Regular Meeting – (Virtual) June 11th, 2020

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

Present: Mayor Carnagie, Council Members; Baranski, Blanke, Kalka, Lesich, Schornak and Winowiecki
Absent: City Manager Wayne O’Neal
Also Present: Kelly Dolland, City Clerk
Donald DeNault, City Attorney

1. **Call Meeting to Order**—Mayor Carnagie called the Regular Virtual meeting to order at 6:06pm.
2. **Pledge of Allegiance to the Flag of the United States**
3. **Roll Call of Council Members**

Members: Baranski, Blanke, Carnagie, Kalka, Lesich, Schornak and Winowiecki present.

4. **Approval of Agenda**

Member KALKA moved, second by Member BARANSKI, TO MOVE ITEM 9A. TABLED ITEM – DISCUSSION OF CITY MANAGER’S EMPLOYMENT CONTRACT TO 9J.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnagie	yes
Kalka	yes
Lesich	no
Schornak	yes
Winowiecki	yes

Motion carried 6-1

Member BARANSKI moved, second by Member SCHORNAK, TO APPROVE AGENDA AS AMENDED.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnagie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

5. **Closed Session**

- a. Macomb County Circuit Court Case NO. 2019-002843-CD- Review Memorandum from Attorney on Pending Litigation

Member CARNAGIE moved, second by Member KALKA, TO ENTER CLOSED SESSION FOR MACOMB COUNTY CIRCUIT COURT CASE NO. 2019-002843-CD – REVIEW MEMORANDUM FROM ATTORNEY ON PENDING LITIGATION.

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Fraser City Council – Regular Meeting – (Virtual)
June 11th, 2020
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Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Enter Closed Session 6:11pm.

Meeting called back to order 7:11pm

6. Presentations

a. Parks and Recreation Parks Improvement Plan

Recreation Director Christina Woods presented the Park & Recreation Commission recommendation to City Council. The recommendations included playgrounds, pathways and signed for Somerset and Pompo City Parks. Conversation ensued.

Member CARNAGIE moved, second by Member BARANSKI, TO ADD 6.A-1 TO AGENDA FOR APPROVAL OF SOMERSET PARK AND 6.B FOR APPROVAL OF POMPO PARK

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

a.-1 Approval of Capital Improvement plan for Somerset Park

Public to be heard:

Resident Patrick Ryan

Member SCHORNAK moved, second by Member BARANSKI, TO AWARD THE BID TO GREAT LAKES RECREATION IN THE AMOUNT OF \$138,656 FOR PLAY EQUIPMENT AND DELEGATE FRASER DPW REMOVE AND REPURPOSE EXISTING PLAY EQUIPMENT FOR SOMERSET PARK.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

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Member BARANSKI moved, second by Member KALKA, TO AWARD THE BID MICHIGAN RECREATIONAL CONSTRUCTION, INC. IN THE AMOUNT OF \$39,240 TO INSTALL 6' WIDE ASPHALT PATHWAY IN SOMERSET PARK.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

B.-1 Approval of Capital Improvement plan for Pompo City Park

Conversation ensued regarding Park & Recreation Commission recommendation for Pompo City Park.

Public to be heard:

Resident Nancy Berube

Member WINOWICKI moved, second by Member BARANSKI, TO AWARD THE BID TO GREAT LAKES RECREATION IN THE AMOUNT OF \$104,650.50 FOR PARK PLAY EQUIPMENT AND DELEGATE FRASER DPW REMOVE AND REPURPOSE EXISTING PLAY EQUIPMENT IN POMPO PARK.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Public to be heard: None

Member BARANSKI moved, second by Member KALKA, TO AWARD THE BID MICHIGAN RECREATIONAL CONSTRUCTION, INC. IN THE AMOUNT OF \$55,385 TO INSTALL 6' WIDE ASPHALT PATHWAY IN POMPO PARK.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

b. Enterprise Fleet Management – Motor Pool

Interim DPW Director Nick Schaefer, and representatives of Enterprise Fleet Management Motor Pool presented

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Annual Lease Agreement Enterprise Fleet Management Plan.
Conversation ensued.

7. Citizen Participation on Agenda Items – None

8. Consent Agenda

- a. Approval of Minutes of the Virtual Regular Council Meeting of May 14th, 2020
- b. Approval of Minutes of the Virtual Special Council Meeting of May 21st, 2020
- c. Approval of Bills for the month of May - 2020 in the amount of \$798,220.73
- d. Receive and File Finance Budget to Actual Report ending April, 2020

Member WINOWIECKI moved, second by Member SCHORNAK, TO APPROVE CONSENT AGENDA AS PRESENTED.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

9. Requests for Council Action

- a. Tabled Item – Discussion of City Manager’s Employment Contract - Moved to 9.j.
- b. Tabled item - Discussion of Recommendation – Annual Lease Agreement - Enterprise Fleet Management

Member KALKA moved, second by Member BLANKE, EFFECTIVE JULY 1ST, 2020 NO EMPLOYEE SHALL UTILIZE TAKE HOME VEHICLES.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	no
Kalka	yes
Lesich	no
Schornak	yes
Winowiecki	yes

Motion carried 5-2

Member Baranski directed Director Schaefer to present a city vehicle plan to City Council in late Fall 2020.

- c. Tabled Item - Discussion of Parks and Recreation Parks Improvement Plan - MOTION MADE AT PRESENTATION
- d. Discussion of Extension of Macomb County Covid-19 State of Emergency through June 26, 2020

Motion by Member LESICH, second by Member CARNAGIE, TO APPROVE THE EXTENSION OF MACOMB COUNTY COVID-19 STATE OF EMERGENCY THROUGH JUNE 26TH, 2020.

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Fraser City Council – Regular Meeting – (Virtual)
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Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

e. Discussion of Appointments to the Construction Board of Appeals/Property Maintenance Board of Appeals

City Manager Wayne O’Neal stated it is a legal requirement to have a Construction Board of Appeals/Property Maintenance Board of Appeals in place.

Conversation ensued.

Member BARANSKI moved, second by Member LESICH, TO APPOINT MR. DON COOK TO THE CONSTRUCTION BOARD OF APPEALS PROPERTY MAINTENANCE BOARD OF APPEALS FOR TERM OF OFFICE TO EXPIRE DECEMBER 31ST, 2020.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Member BLANKE moved, second by Member SCHORNAK, TO APPOINT MS. SHELLY GILRAY TO THE CONSTRUCTION BOARD OF APPEALS PROPERTY MAINTENANCE BOARD OF APPEALS FOR TERM OF OFFICE TO EXPIRE DECEMBER 31ST, 2021.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Member SCHORNAK moved, second by Member KALKA, TO APPOINT MR. KENT STONEBREAKER TO THE CONSTRUCTION BOARD OF APPEALS PROPERTY MAINTENANCE BOARD OF APPEALS FOR TERM OF OFFICE TO EXPIRE DECEMBER 31ST, 2022.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes

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Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Member BARANSKI moved, second by Member SCHORNAK, TO APPOINT MR. MARK STIMAC AS AN ALTERNATE MEMBER TO THE CONSTRUCTION BOARD OF APPEALS PROPERTY MAINTENANCE BOARD OF APPEALS FOR TERM OF OFFICE TO EXPIRE DECEMBER 31ST, 2022.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

f. Consideration of Additional Concrete Work – Garfield Road Entrance to City Hall and Grove Street Sidewalk

Interim Director Nick Schaefer spoke of the 2020 Sidewalk Program; Garfield Road Entrance to City Hall. Requested award the project to Mattioli Cement Company in the amount of \$12,979.65.
Conversation ensued.

Member LESICH moved, second by Member BARANSKI, TO APPROVE GARFIELD ROAD ENTRANCE TO CITY HALL CONCRETE WORK TO MATTIOLI CEMENT COMPANY, LLC IN THE AMOUNT OF \$12,979.65.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Member LESICH moved, second by Member SCHORNAK, TO APPROVE 2020 GROVE STREET SIDEWALK PROGRAM TO MATTIOLI CEMENT COMPANY, LLC IN THE AMOUNT OF \$7,328 PENDING AGREEMENT WITH GROVE RESIDENTS

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

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g. Discussion of the Lions Club Annual Picnic and the Farmers Market for 2020

City Manager Wayne O’Neal stated there will not be a 2020 Fraser Lions Club Annual Picnic. The Lions Club is seeking other fundraising opportunities.

Conversation ensued regarding the Fraser Farmer’s Market.

Public to be Heard:

Fraser resident Alyssa Hall spoke on topic

Fraser resident Nany Berube spoke on topic

Member LESICH moved, second by Member CARNAGIE, TO DIRECT THE CITY MANAGER, PUBLIC SAFETY AND OTHER ADMINISTRATION OFFICIALS TO WORK WITH FRASER FRESH FARMER’S MARKET COMMITTEE TO OPEN IN JULY PURSUANT TO COVID-19 PROTOCOLS AND SUBSEQUENT CHANGES TO THEM.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Member Carnegie called for break, meeting resumed 10:10pm

h. Discussion of the Replacement of Media Broadcast Equipment for Televised Meetings

I.T. Director Michele Kwiatkowski presented proposal to replace and upgrade media equipment for televised meetings.

Member Lesich spoke of Macomb County CARE Act funding.

Conversation ensued.

Council directed I.T. Director Michele Kwiatkowski to present additional quotes to Council at the June 25th, 2020 Special meeting.

i. Discussion of Clerk’s Office Full Time Position

City Clerk Kelly Dolland spoke of previous request and current request for a full time employee to support the Clerk’s Office.

Conversation ensued.

Member Lesich made a motion to approve modification of the part time Clerk’s Office position to be full time.

Motion failed, no second.

Kelly Dolland thanked City Council for consideration to support the Clerk’s Office.

j. Tabled Item – Discussion of City Manager’s Employment Contract - Moved from 9a.

Member CARNAGIE moved, second by Member KALKA, TO REMOVE TABLED ITEM - DISCUSSION OF CITY MANAGER’S EMPLOYMENT CONTRACT.

Minutes
Fraser City Council – Regular Meeting – (Virtual)
June 11th, 2020
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Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

City Attorney Don DeNault spoke of Mr. O’Neal employment contract options.
Conversation ensued.

Member KALKA moved, second by Member BARANSKI, TO DIRECT OUR CITY ATTORNEY TO PROVIDE WRITTEN NOTICE OF INTENTION TO TERMINATE CITY MANAGER’S CONTRACT EFFECTIVE IMMEDIATELY PURSUANT TO HIS CURRENT CONTRACT LANGUAGE, 60-DAY NOTICE AND A FOUR MONTH SEVERANCE AGREEMENT

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	no
Kalka	yes
Lesich	no
Schornak	yes
Winowiecki	yes

Motion carried 5-2

Member Lesich questioned what was Council’s plan for a City Manager.

10. Pending Items of Unfinished Business / Report of the City Administration

a. Update on HR RFP

City Attorney Don DeNault stated five companies submitted proposals.
Member Kalka requested to extension deadline one week to June 18th, 2020 @ 3:00pm.

Member KALKA moved, second by Member WINOWIECKI, TO EXTEND HR RFP ONE WEEK TO JUNE 18TH, 2020 @ 3:00PM.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	no
Kalka	yes
Lesich	no
Schornak	yes
Winowiecki	yes

Motion carried 5-2

Discussion of the June 25th, 2020 Special Meeting ensued.

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Fraser City Council – Regular Meeting – (Virtual)
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Member KALKA moved, second by Member WINOWIECKI, APPROVE JUNE 25TH, 2020 6:00PM AGENDA 1. COVID-19 EXTENSION, 2. I.T. DISCUSSION, 3. 40 MINUTE RFP INTERVIEW/PRESENTATION SCHEDULED THREE, BREAK AND THREE INTERVIEW/PRESENTATIONS.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

11. Standing Items, Unfinished Business / Project Status Updates

City Manager Wayne O’Neal spoke of Senior Housing Mark Z presentation to Council.

12. Report of Mayor and City Council / New Business

Blanke:	Sent condolences to the Fraser Buchs Family
Carnegie:	Spoke of Fraser ambulance, Fraser High School Administration drive thru graduation and Covid-19.
Baranski:	Thanked residents.
Kalka:	Spoke of presentations posted on You-tube, spoke of Zoom meeting bi-laws.
Lesich:	Thanked family members and sent Birthday greetings.
Schornak:	Wished Happy Father’s Day and spoke of City employee dismissive behavior.
Winowiecki:	-

13. Citizen Participation

Fraser resident Laura Lesich
Fraser resident Patrick Ryan
Fraser resident Nancy Berube

14. Adjournment

Member CARNAGIE moved, second by Member BLANKE, TO ADJOURN THE REGULAR VIRTUAL COUNCIL MEETING OF JUNE 11TH, 2020 @ 12:10AM FRIDAY, JUNE 12TH, 2020

The motion carried unanimously,
Respectfully submitted,

Kelly Dolland, City Clerk

Michael Carnegie, Mayor

DRAFT MINUTES

**Minutes
Fraser City Council – Special Council Meeting – (Virtual)
June 25th, 2020**

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

Present: Mayor Carnagie, Council Members; Baranski, Blanke, Kalka, Lesich, Schornak and Winowiecki
Absent: City Manager Wayne O’Neal
Also Present: Kelly Dolland, City Clerk
Donald DeNault, City Attorney

1. **Call Meeting to Order** – Mayor Carnagie called the Special Virtual meeting to order at 6:03pm.
2. **Pledge of Allegiance to the Flag of the United States**
3. **Roll Call of Council Members**

Members: Baranski, Blanke, Carnagie, Kalka, Lesich, Schornak and Winowiecki present.

4. **Approval of Agenda**

Member KALKA moved, second by Member BARANSKI, TO APPROVE AGENDA AS SUBMITTED.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnagie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

5. **Request for Council Action**

- a. 2019-2020 Year End Budget Adjustments

Interim Finance Director John Walters presented the Fiscal Year 2019-2020 Final Budget Amendment. City of Fraser received the 2019 personal property tax overpayment for the Local Community Stabilization Authority. Brief conversation ensued.

Member BARANSKI moved, second by Member WINOWIECKI, TO APPROVE THE 2019-2020 YEAR END BUDGET AMENDMENT AS PRESENTED.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnagie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Minutes
Fraser City Council – Special Council Meeting – (Virtual)
June 25th, 2020
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b. Discussion of Extension of Macomb County Covid-19 State of Emergency through June 26, 2020

Member KALKA moved, second by member BARANSKI, TO EXTEND FRASER, MACOMB COUNTY COVID-19 STATE OF EMERGENCY THROUGH JULY 9TH, 2020.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

c. Discussion of the Replacement of Media Broadcast Equipment for Televised Meetings

I.T. Director Michele Kwiatkowski spoke of the partial upgrade to the city media equipment and the ability to utilize the Senior Center for town hall meetings and presentations.

Conversation ensued.

Member LESICH moved, second by Member WINOWIECKI, TO ACCEPT THE PROPOSALS FROM ADVANCED LIGHTING & SOUND FOR CITY HALL UPGRADE INCLUDING THE TRICASTER, SWITCHER AND ASSOCIATED EQUIPMENT IN THE AMOUNT OF \$25,006. AND SECOND PART OF MOTION, UPGRADE SENIOR ACTIVITY CENTER WITH SIMILAR EQUIPMENT TO PROVIDE REMOTE LOCATION IN THE AMOUNT OF \$24,177 PLUS SHIPPING CHARGES CONTINGENT UPON APPROVAL BY COUNCIL THAT THIS WILL BE REIMBURSABLE UNDER THE CARES ACT FUNDING.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

d. Discussion of City Hall Hours – added to agenda 6-22-2020

Member Schornak spoke of City Hall hours to be five days a week, eight hours a day, 365 days a year with the exception of national holidays.

Conversation ensued.

Member SCHORNAK moved, second by Member BARANSKI, EFFECTIVE JUNE 29TH, 2020 CITY HALL HOURS ARE MONDAY – FRIDAY, 8:00AM – 4:30PM, 365 DAYS A YEAR, OPEN BETWEEN CHRISTMAS AND NEW YEAR WITH THE EXCEPTION OF FEDERAL HOLIDAYS.

Roll Call Vote:

Baranski	yes
Blanke	yes

Minutes
Fraser City Council – Special Council Meeting – (Virtual)
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Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

e. Closed Session to consider a Written Legal Opinion of the City's Labor Counsel

Member KALKA moved, second by Member WINOWIECKI, TO ENTER CLOSED SESSION TO CONSIDER A WRITTEN LEGAL OPINION OF THE CITY'S LABOR COUNSEL.

Roll Call Vote:

Baranski	yes
Blanke	yes
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 7-0

Enter Closed Session 7:00pm

Member Carnegie called the meeting to order:

Member Blanke departed meeting 8:00pm

f. Interviews with HR Providers per RFP Submittal

1. 7:00PM - Amy Cell, LLC

Amy Cell of Amy Cell LLC located in Ypsilanti, MI presented the human resource consulting service proposal. Spoke of expertise, experience, team work. Spoke of the process. Fee not to exceed \$3,000 a week or \$12,000 a month.

2. 7:40PM - BW Human Resource Consulting

Deanna Willmarth of BW Human Resource Consulting located in Mt. Clemens, MI. spoke of the process, efficiency, experience, the BW team. \$75hr.

3. 8:20PM - Everything HR

Felicia G. Harris of Everything HR of Rochester Hills, MI spoke of the services, process, team experience, Bureau of Labor Statics wage rates. Has the ability to start immediately.

Break

4. 9:10PM - GovHR USA, LLC

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Fraser City Council – Special Council Meeting – (Virtual)
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Tracy McLaughlin, Jaymes Vettraino of GovHr USA spoke of the RFP for Human Resources, available mid July 2020, spoke of aspects of H.R., policies, procedures and practices, meet with staff, work average five to 10hrs a week.

5. 9:50PM - Vanessa G. Nelson Expert Human Resources

Vanessa G. Nelson of Expert Human Resources, LLC spoke of organization, staff and qualifications. Spoke of procedure, plan and goal for the City of Fraser.

6. 10:30PM - Plante Moran

Nina Rajcevic, Mike Blickhahn and Mark Warner of Plante Moran spoke of the H.R. aspects of the future plan, organization, manage the City's human resource functions and operations. Fees would be based on a project basis. Example cost structure; new policies \$1,200, \$300 project description, labor relations \$300 per hour. Plane Moran would hire the MML to recruit City Manager.

Conversation ensued.

Fees was to be determined at a later date.

Member moved, second by Member BARANSKI, TO AWARD THE HUMAN RESOURCE CONTRACT TO AMY CELL, LLC. NOT TO EXCEED ONE (1) YEAR WITH A SIX (6) MONTH PERFORMANCE REVIEW TO INCLUDE: START A.S.A.P., PROVIDE COUNCIL WEEKLY, BI-WEEKLY UPDATES, OVERSEE CITY MANAGER SEARCH, DELEGATE AND RATIFY CONTRACT WITH CITY ATTORNEY DONALD DENAULT, ATTEND JULY 9TH, 2020 CITY COUNCIL MEETING.

Roll Call Vote:

Baranski	yes
Blanke	
Carnegie	yes
Kalka	yes
Lesich	yes
Schornak	yes
Winowiecki	yes

Motion carried 6-0

Member Lesich inquired who is the required City of Fraser single point of contact, - City Attorney Donald DeNault. Member Lesich stated Council is a legislative body and Council does not have an administrative function.

Ms. Amy Cell with Amy Cell, LLC. Stated she would be present at July 9th, 2020 Regular City Council meeting.

7. Citizen Participation on Agenda Items – None

8. Adjournment

Member WINOWIECKI moved, second by Member SCHORNAK, TO ADJOURN THE SPECIAL VIRTUAL COUNCIL MEETING OF JUNE 25th, 2020 @ 12:02 FRIDAY, JUNE 12TH, 2020

Motion carried 6-0

Minutes
Fraser City Council – Special Council Meeting – (Virtual)
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The motion carried unanimously,
Respectfully submitted,

Kelly Dolland, City Clerk

Michael Carnegie, Mayor



City of Fraser

Check Disbursement Report

July 9, 2020

EXPENDITURES FOR APPROVAL

101 GENERAL FUND	\$	446,124.69
202 MAJOR STREET FUND	\$	10,993.43
203 LOCAL STREET FUND	\$	7,152.67
210 AMBULANCE FUND	\$	7,890.49
226 GARBAGE AND RUBBISH COLLECTION	\$	67,978.07
265 DRUG FORFEITURE	\$	1,207.10
270 SENIOR HOUSING	\$	13,424.28
307 DEBT SERVICE (2015 STREET BOND)	\$	500.00
592 WATER & SEWER FUND	\$	403,755.93
661 MOTOR POOL	\$	19,788.00
703 SUMMER TAX COLLECTION FUND	\$	41,508.45
VENDOR EXPENDITURES	\$	1,020,323.11

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CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 06/01/2020 - 06/30/2020

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/11/2020	PNC	134402	AEW	Escrow Fee	283.100	000	378.00
06/11/2020	PNC	134403#	AMERICA'S FINEST	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	260	267.00
				OPERATING SUPPLIES	746.000	301	94.00
				SUPPLIES	752.000	441	74.00
				CHECK PNC 134403 TOTAL			435.00
06/11/2020	PNC	134404	APOLLO FIRE EQUIPMENT	OPERATING SUPPLIES	746.000	301	173.74
06/11/2020	PNC	134405	AT&T	PROFESSIONAL SERVICES	801.100	258	400.00
06/11/2020	PNC	134407	BEAN BROS. TROPHY & AWARD	OPERATING SUPPLIES	746.000	301	250.00
06/11/2020	PNC	134408	DAVID BISBY	OPERATING SUPPLIES	746.000	301	116.81
06/11/2020	PNC	134409	BOBS SANITATION SERVICE, INC	MATERIALS & SUPPLIES	742.000	690	320.00
06/11/2020	PNC	134412*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	705.53
				MATERIALS & SUPPLIES	742.000	269	643.60
				CHECK PNC 134412 TOTAL			1,349.13
06/11/2020	PNC	134413	CONTRACTORS CONNECTION	SUPPLIES	752.000	441	160.35
06/11/2020	PNC	134415	DANIEL NEWMAN	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
06/11/2020	PNC	134417	DETROIT ENERGY STREET LIGHTS	ELECTRIC (STREET LIGHTING)	920.100	448	17,717.79
06/11/2020	PNC	134418	DITTMAN TREE SERVICE, INC	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	441	5,500.00
06/11/2020	PNC	134420	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	54,090.23
06/11/2020	PNC	134421	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	5,746.96
06/11/2020	PNC	134422	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	13,917.20
06/11/2020	PNC	134423	FRASER PUBLIC LIBRARY	DUE TO LIBRARIES	223.000	000	13.21
06/11/2020	PNC	134426	HEATH FEDORCZAK	ESCROW - FARMERS MARKET	278.000	000	194.40
06/11/2020	PNC	134427	HEWLETT-PACKARD FINANCIAL SERVICES	PROFESSIONAL SERVICES	801.100	258	336.54
				PROFESSIONAL SERVICES	801.100	258	900.14

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK PNC 134427 TOTAL			1,236.68
06/11/2020	PNC	134429	INACOMP	PROFESSIONAL SERVICES	801.100	258	4,030.00
06/11/2020	PNC	134430#	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	6,000.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	9,000.00
				OTHER REPAIRS AND MAINTENANCE	934.000	269	4,500.00
				CHECK PNC 134430 TOTAL			19,500.00
06/11/2020	PNC	134431	JUDICIAL MANAGEMENT SYSTEMS INC	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	2,400.00
06/11/2020	PNC	134432	KERR ALBERT OFFICE SUPPLY	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	260	5.14
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	260	133.22
				CHECK PNC 134432 TOTAL			138.36
06/11/2020	PNC	134433	MELISSA M. KING, P.C.	PROFESSIONAL SERVICES	801.700	136	1,200.00
06/11/2020	PNC	134434	KIRK, HUTH, LANGE & BADALAMENTI	CITY ATTORNEY	801.800	210	2,712.50
06/11/2020	PNC	134435	DENNIS KOENDERS	MECHANICAL INSP.	703.100	371	402.00
06/11/2020	PNC	134437	MACOMB COMMUNITY COLLEGE	PROFESSIONAL DEVELOPMENT	910.000	301	950.00
				PROFESSIONAL DEVELOPMENT	910.000	301	1,635.00
				PROFESSIONAL DEVELOPMENT	910.000	301	1,635.00
				CHECK PNC 134437 TOTAL			4,220.00
06/11/2020	PNC	134439	MACOMB COUNTY FINANCE DEPARTMENT	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	50.00
06/11/2020	PNC	134441	MACOMB EMERGENCY PHYSICIANS PLLC	MEDICAL PROVIDER SERVICES	843.000	301	195.00
06/11/2020	PNC	134442*#	MAIL PLUS	MAIL OR POSTAGE	851.000	301	6.00
06/11/2020	PNC	134443	MCKENNA ASSOCIATES	Escrow Fee	283.100	000	350.00
				Escrow Fee	283.100	000	131.25
				Escrow Fee	283.100	000	75.00
				CHECK PNC 134443 TOTAL			556.25

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/11/2020	PNC	134445	O'REILLY RANCILIO PC	PROFESSIONAL SERVICES (LEGAL)	801.800	210	1,190.00
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	10,000.00
				CHECK PNC 134445 TOTAL			11,190.00
06/11/2020	PNC	134447	PITNEY BOWES GLOBAL FIN SRV, LLC	PROFESSIONAL SERVICES	801.100	258	824.50
06/11/2020	PNC	134449	PV BUSINESS SOLUTIONS	MEMBERSHIPS	915.000	441	298.50
06/11/2020	PNC	134450	ROSEDALE SOLUTIONS, LLC	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	260	4,200.00
06/11/2020	PNC	134451	CITY OF ROSEVILLE	MAIL OR POSTAGE	851.000	136	149.50
				RENTALS	940.000	136	74,788.75
				CHECK PNC 134451 TOTAL			74,938.25
06/11/2020	PNC	134452	RUSSELL GOODRICH	CHARGES FOR SERVICES - PARK RENTALS	649.100	000	85.00
06/11/2020	PNC	134453	NICHOLAS SCHAEFER	SALARIES	703.000	371	339.00
06/11/2020	PNC	134454	JAMES SHIMKO	PLUMBING INSP.	703.200	371	259.00
06/11/2020	PNC	134455#	SHRED-IT USA	SUPPLIES	752.000	171	17.78
				SUPPLIES	752.000	209	17.78
				SUPPLIES	752.000	260	17.79
				SUPPLIES	752.000	371	17.79
				CHECK PNC 134455 TOTAL			71.14
06/11/2020	PNC	134458	SUPPLY DEN	OPERATING SUPPLIES	746.000	301	74.98
06/11/2020	PNC	134459	TELEPHONE SUPPORT SYSTEMS, INC.	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	323.00
06/11/2020	PNC	134460	JAMES TERNES	MEDICAL PROVIDER SERVICES	843.000	301	300.00
06/11/2020	PNC	134461#	THOMSON REUTERS - WEST	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	225.91
				OPERATING SUPPLIES	746.000	301	292.16
				CHECK PNC 134461 TOTAL			518.07
06/11/2020	PNC	134462	ULTRA STITCH EMBROIDERY, INC.	OPERATING SUPPLIES	746.000	301	126.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/11/2020	PNC	134463	VINTAGE HOUSE	OPERATING SUPPLIES	746.000	301	80.00
06/11/2020	PNC	134464*#	WARREN PIPE & SUPPLY CO.	OTHER REPAIRS AND MAINTENANCE	934.000	265	25.78
06/11/2020	PNC	134466	WOW INTERNET-CABLE-PHONE	PROFESSIONAL SERVICES	801.100	258	2,485.58
06/11/2020	PNC	134467*#	AMERICAN EXPRESS	SUPPLIES	752.000	215	541.66
				CONFERENCES	911.000	215	525.00
				PROFESSIONAL SERVICES	801.100	258	6,900.44
				MAIL OR POSTAGE	851.000	258	230.00
				HARDWARE	985.000	258	13,879.94
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	371	422.57
				OTHER REPAIRS AND MAINTENANCE	934.000	441	2,881.98
				SUPPLIES	752.000	691	52.00
				SUPPLIES	752.000	691	452.97
				SUPPLIES	752.000	691	52.00
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	691	400.97
				SUPPLIES	752.000	750	349.99
				CHECK PNC 134467 TOTAL			26,689.52
06/18/2020	PNC	134468	123.NET, INC.	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	426.74
06/18/2020	PNC	134469*#	AEW	ENGINEERING SERVICES	946.000	441	262.30
				ENGINEERING SERVICES	946.000	441	1,040.00
				CHECK PNC 134469 TOTAL			1,302.30
06/18/2020	PNC	134470#	AMERICA'S FINEST	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	371	68.00
				SUPPLIES	752.000	691	78.00
				CHECK PNC 134470 TOTAL			146.00
06/18/2020	PNC	134472	C E & A PROFESSIONAL SERVICES, INC	MEDICAL PROVIDER SERVICES	843.000	441	422.68
06/18/2020	PNC	134473	CHELSEA ZELMANSKI	SUPPLIES	752.000	215	12.70
06/18/2020	PNC	134475	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	269	132.07
06/18/2020	PNC	134479	DICKISON. JEFFREY & NANCY	BB180168 - PB18-168	283.100	000	100.00

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CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 06/01/2020 - 06/30/2020

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/18/2020	PNC	134480*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	3,662.07
				ELECTRIC	920.000	266	1,307.68
				ELECTRIC	920.000	267	89.99
				ELECTRIC	920.000	269	532.59
				ELECTRIC	920.000	448	145.15
				CHECK PNC 134480 TOTAL			5,737.48
06/18/2020	PNC	134481*#	GFL ENVIRONMENTAL USA	DUE FROM LIBRARIES	073.000	000	90.20
06/18/2020	PNC	134483	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES (LEGAL)	801.800	210	76.00
06/18/2020	PNC	134485*#	HP, INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	171	179.49
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	171	559.49
				SUPPLIES	752.000	209	174.96
				SUPPLIES	752.000	209	104.96
				SUPPLIES	752.000	215	116.78
				SUPPLIES	752.000	215	216.78
				SUPPLIES	752.000	258	31.74
				SUPPLIES	752.000	258	91.74
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	260	685.92
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	260	685.92
				OPERATING SUPPLIES	746.000	301	682.59
				OPERATING SUPPLIES	746.000	301	782.93
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	371	238.49
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	371	238.49
				SUPPLIES	752.000	441	257.38
				SUPPLIES	752.000	441	257.38
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	750	225.49
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	750	425.49
				CHECK PNC 134485 TOTAL			5,956.02
06/18/2020	PNC	134487#	MACOMB COUNTY FINANCE DEPARTMENT	SUPPLIES	752.000	136	25.55
				SUPPLIES	752.000	171	25.55
				SUPPLIES	752.000	209	25.56

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Fund: 101 GENERAL FUND							
				SUPPLIES	752.000	260	25.55
				SUPPLIES	752.000	301	51.10
				SUPPLIES	752.000	371	25.56
				SUPPLIES	752.000	441	25.55
				CHECK PNC 134487 TOTAL			<u>204.42</u>
06/18/2020	PNC	134488	MACOMB COUNTY TREASURER	TAXES - ALLOWANCE FOR CHARGEBACKS	415.000	000	46.90
06/18/2020	PNC	134489#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	128.75
				MATERIALS & SUPPLIES	742.000	265	27.97
				MATERIALS & SUPPLIES	742.000	690	75.82
				CHECK PNC 134489 TOTAL			<u>232.54</u>
06/18/2020	PNC	134490#	MCKENNA ASSOCIATES	Escrow Fee	283.100	000	581.25
				Escrow Fee	283.100	000	512.50
				Escrow Fee	283.100	000	450.00
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	371	4,550.00
				PROFESSIONAL SERVICES (PLANNING)	801.900	801	7,897.50
				PROFESSIONAL SERVICES (PLANNING)	801.900	801	2,872.80
				CHECK PNC 134490 TOTAL			<u>16,864.05</u>
06/18/2020	PNC	134491	METRO DETROIT FRAMEWORKS INC.	OPERATING SUPPLIES	746.000	301	275.00
06/18/2020	PNC	134492	MICHIGAN DOOR	BUILDING, BUILDING ADDITIONS AND IMPROV	975.000	269	5,081.95
06/18/2020	PNC	134493*	MICHIGAN MUNICIPAL	PREPAID EXPENSES	123.000	000	16,529.66
				PREPAID EXPENSES	123.000	000	16,529.66
				PREPAID EXPENSES	123.000	000	16,529.66
				PREPAID EXPENSES	123.000	000	16,529.66
				CHECK PNC 134493 TOTAL			<u>66,118.64</u>
06/18/2020	PNC	134496	MUNETRIX LLC	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	3,131.10
06/18/2020	PNC	134497	MUNICIPAL CODE CORPORATION	PREPAID EXPENSES	123.000	000	350.00
06/18/2020	PNC	134499	OUR LADY QUEEN OF MARTYRS	DECK 200 SQ FEET OR > COST \$1001 OR>	283.100	000	100.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/18/2020	PNC	134501#	PETTY CASH	SUPPLIES	752.000	691	14.49
				PROGRAMMING	881.000	691	85.85
				SUPPLIES	752.000	750	15.90
				PROGRAMMING	881.000	750	39.60
				CHECK PNC 134501 TOTAL			155.84
06/18/2020	PNC	134502	EASYPERMIT POSTAGE	POSTAGE CLERK	851.000	215	380.99
06/18/2020	PNC	134507#	SUPPLY DEN	MATERIALS & SUPPLIES	742.000	269	283.21
				MATERIALS & SUPPLIES	742.000	690	27.00
				MATERIALS & SUPPLIES	742.000	690	71.00
				CHECK PNC 134507 TOTAL			381.21
06/18/2020	PNC	134509	TRI-COUNTY AQUATICS, INC	POND MAINTENACE	930.000	690	565.00
06/18/2020	PNC	134510	ULTRA STITCH EMBROIDERY, INC.	OPERATING SUPPLIES	746.000	301	94.00
06/18/2020	PNC	134512	UNITED STATES POSTAL SERVICE	MAIL OR POSTAGE	851.000	215	235.00
06/18/2020	PNC	134513	VECMAR COMPUTER SOLUTIONS	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	75.00
06/25/2020	PNC	134515	AEW	Escrow Fee	283.100	000	264.00
				Escrow Fee	283.100	000	291.00
				Escrow Fee	283.100	000	1,692.80
				Escrow Fee	283.100	000	764.00
				Escrow Fee	283.100	000	651.00
				Escrow Fee	283.100	000	319.00
				Escrow Fee	283.100	000	219.00
				Escrow Fee	283.100	000	146.00
				Escrow Fee	283.100	000	142.25
				Escrow Fee	283.100	000	704.50
				Escrow Fee	283.100	000	32.00
				CHECK PNC 134515 TOTAL			5,225.55
06/25/2020	PNC	134516	ALLEGRA CONSTRUCTION, LLC	Escrow Fee	283.100	000	985.00
				REGISTRATION FEE	283.100	000	15.00
				CHECK PNC 134516 TOTAL			1,000.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/25/2020	PNC	134522*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	641.00
				NATURAL GAS	921.000	266	188.19
				NATURAL GAS	921.000	267	74.97
				NATURAL GAS	921.000	269	420.46
				CHECK PNC 134522 TOTAL			1,324.62
06/25/2020	PNC	134523	CONTRACTORS CONNECTION	MATERIALS & SUPPLIES	742.000	269	411.20
06/25/2020	PNC	134524	DIANNA HAZEL	OPERATING SUPPLIES	746.000	301	53.48
06/25/2020	PNC	134525	ELDORADO - JG LLC	Escrow Fee	283.100	000	300.80
06/25/2020	PNC	134526	foundation systems of michigan	Escrow Fee	283.100	000	1,000.00
06/25/2020	PNC	134527*#	CITY OF FRASER	WATER	918.000	265	26.26
				WATER	918.000	265	469.49
				WATER	918.000	266	103.03
				WATER	918.000	267	26.26
				WATER	918.000	269	139.92
				CHECK PNC 134527 TOTAL			764.96
06/25/2020	PNC	134529*	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	225.00
06/25/2020	PNC	134531	MACOMB COUNTY FINANCE DEPARTMENT	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	180.00
06/25/2020	PNC	134532	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	690	65.95
06/25/2020	PNC	134533	MICHIGAN DOOR	OTHER REPAIRS AND MAINTENANCE	934.000	265	187.50
06/25/2020	PNC	134535	MODERN FENCE CO.	OTHER REPAIRS AND MAINTENANCE	934.000	690	3,229.00
06/25/2020	PNC	134536	LISA PETTYES	PROGRAMMING - COP PROGRAM	885.000	301	219.62
06/25/2020	PNC	134537	ROYAL OAK NAME PLATE CO.	OPERATING SUPPLIES	746.000	301	223.25
06/25/2020	PNC	134538	SERESA	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	325	62,629.00
06/25/2020	PNC	134539	SHREDCORP	OPERATING SUPPLIES	746.000	301	53.00
				Total for fund 101 GENERAL FUND			446,124.69

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET FUND							
06/18/2020	PNC	134469*#	AEW	ENGINEERING SERVICES	946.000	463	2,393.10
				ENGINEERING SERVICES	946.000	463	1,633.90
				CHECK PNC 134469 TOTAL			<u>4,027.00</u>
06/18/2020	PNC	134477*	CONTRACTORS CONNECTION	PRESERVATION - STREETS	870.000	463	286.45
06/18/2020	PNC	134493*	MICHIGAN MUNICIPAL	PREPAID EXPENSES	123.000	000	1,125.47
				PREPAID EXPENSES	123.000	000	1,125.47
				PREPAID EXPENSES	123.000	000	1,125.47
				PREPAID EXPENSES	123.000	000	1,125.47
				CHECK PNC 134493 TOTAL			<u>4,501.88</u>
06/25/2020	PNC	134530	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SERVICES - STREETS	871.000	463	921.91
06/25/2020	PNC	134541	STATE OF MICHIGAN	STREET REHABILITATION	989.000	463	1,256.19
				Total for fund 202 MAJOR STREET FUND			10,993.43

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET FUND							
06/11/2020	PNC	134438	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SERVICES - STREETS	871.000	463	740.59
06/18/2020	PNC	134474	CHRISTIAN CONCRETE CUTTING INC.	PRESERVATION - STREETS	870.000	463	300.00
				PRESERVATION - STREETS	870.000	463	300.00
				CHECK PNC 134474 TOTAL			<u>600.00</u>
06/18/2020	PNC	134477*	CONTRACTORS CONNECTION	PRESERVATION - STREETS	870.000	463	837.00
06/18/2020	PNC	134493*	MICHIGAN MUNICIPAL	PREPAID EXPENSES	123.000	000	1,125.47
				PREPAID EXPENSES	123.000	000	1,125.47
				PREPAID EXPENSES	123.000	000	1,125.47
				PREPAID EXPENSES	123.000	000	1,125.47
				CHECK PNC 134493 TOTAL			<u>4,501.88</u>
06/18/2020	PNC	134508	THEUT PRODUCTS, INC.	PRESERVATION - STREETS	870.000	463	393.20
06/25/2020	PNC	134528	HUNT SIGN COMPANY	TRAFFIC SERVICES - STREETS	871.000	463	80.00
				Total for fund 203 LOCAL STREET FUND			7,152.67

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 210 AMBULANCE FUND							
06/11/2020	PNC	134410	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	287.94
				OPERATING SUPPLIES	746.000	301	243.92
				OPERATING SUPPLIES	746.000	301	19.38
				CHECK PNC 134410 TOTAL			<u>551.24</u>
06/11/2020	PNC	134416	DC DENTAL, INC.	OPERATING SUPPLIES	746.000	301	150.55
06/11/2020	PNC	134444	MI DEPT. OF HEALTH & HUMAN	OPERATING SUPPLIES	746.000	301	809.03
06/11/2020	PNC	134448	PRAXAIR DISTRIBUTION INC	OPERATING SUPPLIES	746.000	301	229.40
06/11/2020	PNC	134456	STRYKER	OPERATING SUPPLIES	746.000	301	32.96
06/18/2020	PNC	134493*	MICHIGAN MUNICIPAL	PREPAID EXPENSES	123.000	000	1,439.08
				PREPAID EXPENSES	123.000	000	1,439.08
				PREPAID EXPENSES	123.000	000	1,439.08
				PREPAID EXPENSES	123.000	000	1,439.08
				CHECK PNC 134493 TOTAL			<u>5,756.32</u>
06/25/2020	PNC	134517	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	360.99
				Total for fund 210 AMBULANCE FUND			7,890.49

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 226 GARBAGE AND RUBBISH COLLECTION FUND							
06/18/2020	PNC	134481*#	GFL ENVIRONMENTAL USA	WASTE AND RUBBISH DISPOSAL	919.000	528	49,667.39
				CURBSIDE RECYCLING	925.000	528	7,882.68
				COMPOSTING	926.000	528	10,428.00
				CHECK PNC 134481 TOTAL			67,978.07
				Total for fund 226 GARBAGE AND RUBBISH COLLECTION			67,978.07

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 265 DRUG FORFEITURE							
06/25/2020	PNC	134544	VERIZON	OPERATING SUPPLIES	746.000	310	1,207.10
				Total for fund 265 DRUG FORFEITURE			1,207.10

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
06/11/2020	PNC	134401	ABC WAREHOUSE	OTHER REPAIRS AND MAINTENANCE	934.000	265	2,178.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	2,198.00
				CHECK PNC 134401 TOTAL			<u>4,376.00</u>
06/11/2020	PNC	134412*#	CINTAS CORPORATION #354	OTHER REPAIRS AND MAINTENANCE	934.000	265	126.74
06/11/2020	PNC	134425	HD SUPPLY FACILITIES MAINTENANCE	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,935.05
06/11/2020	PNC	134464*#	WARREN PIPE & SUPPLY CO.	OTHER REPAIRS AND MAINTENANCE	934.000	265	4.14
06/11/2020	PNC	134467*#	AMERICAN EXPRESS	MATERIALS & SUPPLIES	742.000	265	450.62
06/18/2020	PNC	134480*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	947.66
06/18/2020	PNC	134485*#	HP, INC.	MATERIALS & SUPPLIES	742.000	265	53.58
				MATERIALS & SUPPLIES	742.000	265	93.58
				CHECK PNC 134485 TOTAL			<u>147.16</u>
06/18/2020	PNC	134504*#	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	265	333.93
06/25/2020	PNC	134522*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	229.26
06/25/2020	PNC	134527*#	CITY OF FRASER	WATER	918.000	265	3,066.22
06/25/2020	PNC	134529*	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	187.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	350.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	207.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	112.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	187.50
				OTHER REPAIRS AND MAINTENANCE	934.000	265	<u>462.50</u>

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING				CHECK PNC 134529 TOTAL			1,807.50
				Total for fund 270 SENIOR HOUSING			13,424.28

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 307 DEBT SERVICE (2015 STREET BOND)							
06/11/2020	PNC	134428	HUNTINGTON NATIONAL BANK	PAYING AGENT FEES	993.000	945	500.00
				Total for fund 307 DEBT SERVICE (2015 STREET			500.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
06/11/2020	PNC	134406	AUDIO SENTRY CORPORATION	OTHER REPAIRS AND MAINTENANCE (LIFT ST)	934.500	527	47.50
06/11/2020	PNC	134411	CHRISTIAN CONCRETE CUTTING INC.	OTHER REPAIRS AND MAINTENANCE	934.000	526	1,007.50
06/11/2020	PNC	134414	DALE'S LANDSCAPING SUPPLY, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	526	800.00
				OTHER REPAIRS AND MAINTENANCE	934.000	526	800.00
				CHECK PNC 134414 TOTAL			1,600.00
06/11/2020	PNC	134419	FERGUSON WATERWORKS	OTHER REPAIRS AND MAINTENANCE	934.000	526	410.52
06/11/2020	PNC	134424	GREAT LAKES WATER AUTHORITY	SEWAGE	917.000	527	4,715.10
06/11/2020	PNC	134440	MACOMB COUNTY PUBLIC WORKS COMM	SEWAGE	917.000	527	223,542.49
				SEWAGE	917.000	527	22.77
				CHECK PNC 134440 TOTAL			223,565.26
06/11/2020	PNC	134442*#	MAIL PLUS	MAIL OR POSTAGE	851.000	526	12.80
06/11/2020	PNC	134446	OLIVER SOD FARM	OTHER REPAIRS AND MAINTENANCE	934.000	526	167.00
				OTHER REPAIRS AND MAINTENANCE	934.000	526	129.00
				CHECK PNC 134446 TOTAL			296.00
06/11/2020	PNC	134464*#	WARREN PIPE & SUPPLY CO.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	3.23
06/11/2020	PNC	134465#	WHITLOCK BUSINESS SYSTEMS	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	413.23
				MAIL OR POSTAGE	851.000	526	877.55
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	527	413.24
				MAIL OR POSTAGE	851.000	527	877.55
				CHECK PNC 134465 TOTAL			2,581.57
06/11/2020	PNC	134467*#	AMERICAN EXPRESS	OTHER REPAIRS AND MAINTENANCE	934.000	526	978.32
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	527	300.00
				OTHER REPAIRS AND MAINTENANCE	934.000	527	678.32
				CHECK PNC 134467 TOTAL			1,956.64

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
06/18/2020	PNC	134469*#	AEW	ENGINEERING SERVICES	946.000	526	699.10
				ENGINEERING SERVICES	946.000	526	22,570.90
				ENGINEERING SERVICES	946.000	526	945.00
				CHECK PNC 134469 TOTAL			24,215.00
06/18/2020	PNC	134471	ASPHALT UNLIMITED, INC	SUPPLIES	752.000	526	6,975.00
06/18/2020	PNC	134476	CLANCY EXCAVATING CO.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	2,276.18
06/18/2020	PNC	134480*#	DTE ENERGY COMPANY	ELECTRIC	920.000	527	369.50
06/18/2020	PNC	134482	GREAT LAKES WATER AUTHORITY	WATER (GREAT LAKES WATER AUTHORITY)	918.500	526	94,029.22
06/18/2020	PNC	134485*#	HP, INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	286.62
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	296.62
				CHECK PNC 134485 TOTAL			583.24
06/18/2020	PNC	134493*	MICHIGAN MUNICIPAL	PREPAID EXPENSES	123.000	000	2,209.83
				PREPAID EXPENSES	123.000	000	2,209.83
				PREPAID EXPENSES	123.000	000	2,209.83
				PREPAID EXPENSES	123.000	000	2,209.83
				CHECK PNC 134493 TOTAL			8,839.32
06/18/2020	PNC	134495	MINI MIX, INC	SUPPLIES	752.000	526	1,610.00
				SUPPLIES	752.000	526	1,500.00
				SUPPLIES	752.000	526	1,540.00
				SUPPLIES	752.000	526	1,540.00
				SUPPLIES	752.000	526	1,540.00
				SUPPLIES	752.000	526	150.00
				SUPPLIES	752.000	526	1,388.00
				SUPPLIES	752.000	526	1,388.00
				SUPPLIES	752.000	526	1,388.00
				SUPPLIES	752.000	526	1,388.00
				SUPPLIES	752.000	526	470.00
				SUPPLIES	752.000	526	1,400.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
				SUPPLIES	752.000	526	950.00
				SUPPLIES	752.000	526	1,352.00
				SUPPLIES	752.000	526	1,352.00
				SUPPLIES	752.000	526	1,500.00
				SUPPLIES	752.000	526	1,426.00
				SUPPLIES	752.000	526	1,500.00
				CHECK PNC 134495 TOTAL			23,382.00
06/18/2020	PNC	134500	PACE ANALYTICAL SERVICES, LLC	SUPPLIES	752.000	526	954.00
06/18/2020	PNC	134504*#	SPEED CLEAN SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	526	464.83
06/25/2020	PNC	134519	C & G NEWSPAPERS	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	222.96
06/25/2020	PNC	134520	CADILLAC ASPHALT, LLC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	2,674.90
06/25/2020	PNC	134521	CHRISTIAN CONCRETE CUTTING INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,066.40
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	646.00
				CHECK PNC 134521 TOTAL			1,712.40
06/25/2020	PNC	134527*#	CITY OF FRASER	WATER	918.000	526	26.26
06/25/2020	PNC	134534	MICHIGAN RURAL WATER ASSOCIATION	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	835.00
				Total for fund 592 WATER AND SEWER FUND			403,755.93

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User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 06/01/2020 - 06/30/2020

Pag 20/22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
06/11/2020	PNC	134436	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	1,080.00
06/11/2020	PNC	134457	SUBURBAN FORD OF STERLING HTS,	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	202.00
06/11/2020	PNC	134467*#	AMERICAN EXPRESS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	2,462.17
06/18/2020	PNC	134478	CRUISERS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	263.40
06/18/2020	PNC	134484	HALT FIRE	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	3,169.17
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	1,941.61
				CHECK PNC 134484 TOTAL			5,110.78
06/18/2020	PNC	134486	JOHN R GLASS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	946.46
06/18/2020	PNC	134493*	MICHIGAN MUNICIPAL	PREPAID EXPENSES	123.000	000	323.49
				PREPAID EXPENSES	123.000	000	323.49
				PREPAID EXPENSES	123.000	000	323.49
				PREPAID EXPENSES	123.000	000	323.49
				CHECK PNC 134493 TOTAL			1,293.96
06/18/2020	PNC	134494	MIKE'S PUMP SERVICE	EQUIPMENT REPAIRS	931.000	249	138.00
06/18/2020	PNC	134498	NBC TRUCK EQUIPMENT	OTHER REPAIRS AND MAINTENANCE	934.000	249	731.34
06/18/2020	PNC	134503	SPARTAN DISTRIBUTORS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	52.92
06/18/2020	PNC	134505	SPEEDY METALS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	60.38
06/18/2020	PNC	134506	SPENCER OIL COMPANY	DIESEL FUEL	758.000	249	792.24
				GASOLINE	759.000	249	2,320.49
				CHECK PNC 134506 TOTAL			3,112.73
06/18/2020	PNC	134511	UNITED AUTO PARTS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	106.36
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	67.08
				CHECK PNC 134511 TOTAL			173.44
06/18/2020	PNC	134514	WEINGARTZ	EQUIPMENT REPAIRS	931.000	249	739.92

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User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 06/01/2020 - 06/30/2020

Pag 21/22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
06/25/2020	PNC	134518	BUFF WHELAN CHEVROLET INC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	61.40
06/25/2020	PNC	134540	SPENCER OIL COMPANY	DIESEL FUEL	758.000	249	802.54
				GASOLINE	759.000	249	2,170.04
				CHECK PNC 134540 TOTAL			<u>2,972.58</u>
06/25/2020	PNC	134543	SUBURBAN FORD OF STERLING HTS,	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	83.88
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	288.28
				CHECK PNC 134543 TOTAL			<u>372.16</u>
06/25/2020	PNC	134545	WARREN PIPE & SUPPLY CO.	OTHER REPAIRS AND MAINTENANCE	934.000	249	14.36
				Total for fund 661 MOTOR POOL			19,788.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 SUMMER TAX COLLECTION FUND							
06/25/2020	PNC	134542	STATE OF MICHIGAN	ALL UNDISTRIBUTED TAXES	274.000	000	41,508.45
				Total for fund 703 SUMMER TAX COLLECTION FUND			41,508.45
TOTAL - ALL FUNDS							1,020,323.11

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
March 3rd, 2020, 7 PM
Fraser Municipal Building

A regular meeting of the Fraser Parks and Recreation Commission was conducted on the above date at the Fraser Municipal Building, located at 33000 Garfield Road, Fraser, and County of Macomb, Michigan.

Present: Chairperson Cheryl LaCasse, Secretary Renee Paoletti, Commissioners Nancy Berube, Dave Bogdan.

Also Present: Parks/Rec staff member Jennifer Mellar, DPW director Nick Schaeffer

Absent: Vice Chairperson Sherry Stein, Sarah Kelley

1. Call Meeting to Order

Chairperson Cheryl LaCasse called meeting to order at 7:00 pm.

2. Pledge of Allegiance

3. Approval of Agenda for March 3rd, 2020.

The agenda was approved unanimously

4. Approval of Minutes from February 4th, 2020.

The Minutes were approved unanimously

5. Fraser Parks and Recreation and Senior Center Gratitudes

Thanks to Oakmont Parkway, Tim Hortons, and Pomeroy Assisted Living.

6. Report on Parks

A. Discussion and recommended action plan for updating parks.

The commission discussed options for Somerset and Pompo Parks including playground design, pathway options and signage.

7. Volunteer Group Reports

A. Updates on McKinley Barrier Free Park

The group was updated on Fraser First updates

B. Updates on Fraser Fresh Farmers Market

The group was updated on Farmers Market updates

C. Updates on #FixTheFort group

No updates at this time.

8. Overview Report from Parks and Recreation Director

Recreation Clerk Jennifer Mellar gave updates on current happenings.

9. Report on Senior Business

Recreation Clerk Jennifer Mellar gave updates on current happenings.

10. Report on Recreation Business

Recreation Clerk Jennifer Mellar gave updates on current happenings.

11. Report on Special Events

A. Upcoming Easter Egg Hunt – Petting Zoo

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
March 3rd, 2020, 7 PM
Fraser Municipal Building

April 4th at the Fire Bay. There will be 3 time slots this year.

- B. **Easter Coloring Sheets for the Coloring Contest ages 2-8**
Recreation Clerk Jennifer Mellar gave updates on this event.
- C. **Upcoming Teen Flashlight Hunt at Richards Middle School**
Recreation Clerk Jennifer Mellar gave updates on this event.
- D. **Upcoming Mom and Son Bowling at Fraser Lanes**
Recreation Clerk Jennifer Mellar gave updates on this event.

12. Other Business

A. Discussion regarding 2020 Fraser City parade and Picnic

The commission discussed ideas and requested Jennifer create a poll to decide the parade theme.

13. Citizen Participation

None

14. Commission members with concerns

The commission discussed any concerns.

15. Adjournment

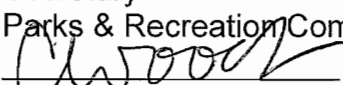
The meeting of March 3rd 2020 adjourned.

Respectfully Submitted,

Cheryl LaCasse
Chairperson
Parks & Recreation Commission

Sherry Stein
Vice Chairperson
Parks & Recreation Commission

Renee Paoletti
Secretary
Parks & Recreation Commission


Christina Woods
Director Parks & Recreation

Virtual

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
May 12, 2020, 7 PM
Virtual Meeting VIA Zoom

A regular meeting of the Fraser Parks and Recreation Commission was conducted on the above date VIA Zoom due to stay at home orders surrounding COVID 19.

Present: Chairperson Cheryl LaCasse, Vice Chairperson Sherry Stein, Secretary Renee Paoletti; Commissioners David Bogdan, Sarah Kelley, Dana Sutherland

Also Present: Recreation and Senior Director Christina Woods, DPW Interim Director Nick Schaeffer

Absent: Commissioner Nancy Berube

1. Call Meeting to Order

Chairperson Cheryl LaCasse called meeting to order at 7:00 pm.

2. Pledge of Allegiance

3. Approval of Agenda for May 12th, 2020.

The agenda was approved unanimously

4. Approval of Minutes from March 3rd, 2020.

The minutes were unavailable at this time.

5. Fraser Parks and Recreation and Senior Center Gratitudes

Thank you to Julie Torres and Pomeroy Living for organizing and delivering 60 goods bags to seniors in Fraser. Thank you to Sherry Stein and Rams Horn for delivering 85 meals to seniors. Thank you to Curt Gibson, van driver who has gone above and beyond. Thank you to Rachel Agusti for making and giving away some STEM kits to kids.

6. Report on Parks

A. Progress on Parks Plan

The commission supported the two playground project bids, presented by Michigan Recreational Construction, Inc and Great Lakes Recreation Company (see Interim Director Nick Schaefer's Memo of March 3, 2020) gave preference to the project presented by Michigan Recreational Construction Inc., but leaves it to council for the final decision.

Pompo and Somerset Playground Upgrades

Michigan Recreational Construction - \$198,272.00

Great lakes Recreation Company - \$149,121.50

Motion made by Secretary Paoletti, seconded by Commissioner Sutherland to present both playground projects to City Council and formally recommend the project by Michigan Recreational Construction, with final decision at City Council's preference.

Motion carried unanimously

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
May 12, 2020, 7 PM
Virtual Meeting VIA Zoom

The commission also discussed pathways at Pompo and Somerset. They recommend concrete due to durability, but reserve the final decision for council.

Michigan Recreational Construction Concrete Costs
Pompo - \$74,550
Somerset - \$49,080
Total= \$123,630

Motion made by Vice Chair Stein, seconded by Commissioner Bogdan to recommend concrete pathways for Pompo and Somerset Parks
Motion carried unanimously

The commission also discussed signage at the parks. They recommend that all parks be updated with unified signage. This will put a 72" sign at Meadows, Blanke, Boris, McKinley and Reindel; two 72" signs at Steffens Park; and Harrington and Pompo parks will each have two signs, a 72" sign and a 48" sign.

Michigan Recreational Construction Sign Costs
Ten 72" signs and two 48" signs - \$72,350

Motion made by Vice Chair Stein, seconded by Commissioner Kelly to recommend updates for all park signage.
Motion carried unanimously

7. Overview Report from Parks and Recreation Director

The Director stated that due to COVID 19 the Recreation and Senior Departments were shut down, with the only exception being van services for essential trips only. All of the staff have been laid off except the director and a part time van driver. There will be no field or pavilion rentals this year, and any events have been canceled. We will re-evaluate in the Fall for a re-opening date. The commission recommended that we continue meetings. The commission also discussed the status and if we should go forward with events like the carnival and farmers market. These will be up to city council to decide.

8. Volunteer Group Reports

A. Updates on McKinley Barrier Free Park

The group was updated on Fraser First updates. The Climber is on order and will be installed. The totem poles, music instruments and sensory garden will be installed when feasible. Thank you to Mr. Campbell for playing the bagpipes in McKinley Park on Wednesdays and Sundays.

B. Updates on Fraser Fresh Farmers Market

The market's future is unknown at this time and will be determined by COVID 19's progress.

C. Updates on #FixTheFort group

There are no updates at this time.

9. Other Business

10. Citizen Participation

Laura Lesich inquired about music in the park and opening up pavilions and services when it becomes safe to do so. She recommended outdoor hand washing stations.

Fraser Parks & Recreation Commission
Minutes of the Regular Meeting
May 12, 2020, 7 PM
Virtual Meeting VIA Zoom

11. Commission members with concerns

Sutherland – Requests more communications regarding the status of the Recreation. Director Woods stated there will be another newsletter and that emails can be sent out.

Bogdan – Hopes everyone continues to be safe and continues to share ideas to get through this time.

Paoletti – It is great to see everyone

Kelley – Has no concerns

Stein – Hopes everyone stays safe

LaCasse – Good to see everybody. Hopes we continue the meetings because cities who keep thinking on their feet during this pandemic will bounce back quicker.

Cheryl also thanks Sara Kelley for her work on the front lines as an RN.

12. Adjournment

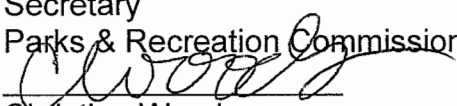
Motion from Commissioner Bogdan, Seconded by Commissioner Stein to adjourn the meeting at 8:11 pm. Motion Carried Unanimously.

Respectfully Submitted,

Cheryl LaCasse
Chairperson
Parks & Recreation Commission

Sherry Stein
Vice Chairperson
Parks & Recreation Commission

Renee Paoletti
Secretary
Parks & Recreation Commission



Christina Woods
Director Parks & Recreation

Virtual



CITY MANAGER
D. Wayne O'Neal
CITY CLERK
Kelly Ann Dolland

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnagie
MAYOR PRO-TEM
David Winowiecki

COUNCIL
Amy Baranski
Kathy Blanke
Suzanne Kalka
Michael Lesich
Patrice M. Schornak

Memo

To: Fraser City Council
From: Assessing Department
Debra Kopp, Assessor
Date: June 16th, 2020
Re: Board of Review Member Term end date

At the March 12th, 2020 Fraser City Council Meeting, City of Fraser Assessing Board of Review re-appointed Member Sandra Decker term ending December 31st, 2022. Ms. Decker two-year term ends December 31st, 2021 not December 31st, 2022.

**ANDERSON, ECKSTEIN & WESTRICK, INC.**

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1234 | www.aewinc.com

June 3, 2020

D. Wayne O'Neal, City Manager
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026

Reference: Letter of Recommendation for Award

Senior Housing Balconies and Doors
AEW Project No. 0100-0435

Dear Mr. O'Neal:

On Thursday, May 28, 2020, four (4) bids were received for the project referenced above. Below is a summary of the bids received:

Bidder	Phase 1 (2020)	Phase 2 (2021)	Phase 3 (2022)	Total
D&S Contractors	\$254,770.00	\$134,429.00	\$144,280.00	\$533,479.00
U&S Companies	No Bid	No Bid	No Bid	\$589,114.00
Midwest Carpet Cleaning & Restoration	\$351,951.00	\$175,976.00	\$175,975.00	\$703,902.00
Graham Construction Corp.	\$345,000.00	\$180,000.00	\$185,000.00	\$710,000.00

The project phasing is setup to have work completed over 3 calendar years and 4 fiscal years, with Phase 1 utilizing funds from FY 19-20 and FY 20-21 budgets. Phase 1 includes work on the north and west sides of building. Phase 2 work covers the south side of the building and would be completed in summer 2021 with funds from FY 21-22 budget. Phase 3 work includes the courtyard facing units in the summer of 2022 with funds from the FY 22-23 budget.

While we have not worked with D&S Contractors before, our office has checked their qualifications and references and find them qualified to perform the work.



D. Wayne O'Neal
June 3, 2020
Page 2

Based on our experience and bids submitted, we recommend awarding a contract for the **Senior Housing Balconies and Doors Project** to **D&S Contractors, Inc.**, 3500 W. 11 Mile Road, Suite A, Berkley, MI 48072 in the amount of **\$533,479.00**, with work to be performed in three (3) phases as specified in the bidding documents.

If you have any questions or need additional information, please advise.

Sincerely,

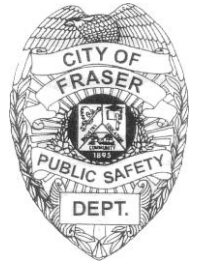
A blue ink signature of Michael A. Vigneron is written over the word 'Sincerely,'. The signature is cursive and stylized.

Michael A. Vigneron, PE

cc: Nick Schaefer, Interim DPW Superintendent
Scott Kelley, AEW Senior Project Architect

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**FRASER DEPARTMENT OF
PUBLIC SAFETY
MEMO**



To: City Manager Wayne O'Neal
From: Interim Director Mike Pettyes
Date: July 1, 2020
Re: Fire Division Utility Purchase

I am requesting that you place a request for the purchase of a new utility-truck for the fire division on the July council meeting agenda. This purchase was included in the 2020-2021 budget. The purchase price for the truck is \$34,733.00. Our current utility-truck is over 20 years old with approximately 32,000 miles.

This new vehicle will be used as a first responder vehicle and also to be used on a daily basis by the Fire Sergeant. We currently have the utility vehicle and a Ford Fusion assigned to the fire division. With the anticipated approval, we will reduce our public safety fleet by one. This is due to eliminating a leased Ford Fusion for the Fire Sergeant. This puts the public safety fleet at 19 (this includes two motor cycles).

Traditionally, we did not use the Utility truck for fire inspections or for the day-to-day use for the fire sergeant. This was primarily due to our current utility having an exposed generator and exposed and unsecured compartments. With this new purchase, all compartments can be secured and this vehicle will be more of a multi-use vehicle.

Further, this truck will have a crew cab, enabling this vehicle to transport up to six employees. This is of particular importance for fire training when moving numerous employees to different sites is imperative.

The most important upgrade with this purchase will be safety. Our current utility does not have any airbags (due to it being built in 2000). NFPA and virtually all safety standards require airbags for emergency response vehicles to assure the safety of its passengers. Also, the emissions on this new vehicle meet all standards. This is important when storing a vehicle indoors and the vehicle is being started in a confined space where employees work and live.

My intentions is to sell our current utility once we receive our new utility. We will do this in-house to maximize the sale of this vehicle. The funds from the sale would then be returned to the motor pool fund.

I have attached pricing from Gorno Ford. Gorno Ford holds the State of Michigan contracting pricing to assure the lowest pricing and eliminates the requirement for bidding this purchase. The pricing of \$34,733.00 does not include vehicle lettering, emergency lighting nor the storage box. This is why I requested \$40,000.00 in the 2020-2021 budget. These purchases will be made prior to placing the vehicle in-service.

I have also attached computer drawn pictures of the new purchase, photos of our current utility, and the Kelley Blue book value of our current 2000 GMC Sierra. (I anticipate a much higher sale price than what is shown in the Kelley Blue Book value)

If you have any questions or concerns please let me know.

MICHIGAN CONTRACT HOLDER

Robert K. Alderman

GORNO FORD

Woodhaven, Mi

ralderman@gornoford.com

Bus: 734-671-4017

FRASER PUBLIC SAFETY DEPT
33000 GARFIELD RD
FRASER, MI 48026
BUS: 586-293-2000 EXT# 231
poolej@fraserdps.com

ATT: SGT JASON POOLE

03-24-20

2020 FORD F-250 4X4 CREW CAB PICKUP W 6' ¾" FT BED, MI CONTRACT # 071B7700181

160" WHEELBASE

RACE RED

VINYL 40/20/40

6.2L V8

6 SPD AUTO TRANS/TOW/OD

3.73 REGULAR REAR AXLE

LT-245 BSW AS 17

TRAILER TOW PACKAGE

SPARE TIRE AND WHEEL

VINYL FLOORING

DELIVERED TO FRASER..... \$ 28,328.00
(MSRP \$ 42,120.00)

RECOMMENDED OPTIONS

LT245/75R 17E BSW A/T	\$ 165.00
3.73 ELOCK REAR AXLE	\$ 390.00
POWER EQUIPMENT GROUP	\$ 1,125.00
XL VALUE PACKAGE: CHROME BUMPERS / CHROME HUB / CRUISE CONTROL	\$ 395.00
SNOW PLOW / CAMPER PACKAGE	\$ 245.00
ENGINE BLOCK HEATER	\$ 100.00
RUNNING BOARDS (HIGHLY RECOMMENDED)	\$ 445.00
SKID PLATES	\$ 100.00
REAR DEFROSTER / PRIVACY GLASS / CRUISE (ALL REQUIRED TOGETHER)	\$ 350.00
110V/400 WATT OUTLET	\$ 175.00

CRUISE CONTROL		\$ 235.00
BRAKE CONTROLLER		\$ 270.00
ROOF CLEARANCE LIGHTS		\$ 95.00
WHEEL WELL LINERS FRONT AND REAR		\$ 325.00
SPLASH GUARD		\$ 130.00
UPFITTER SWITCHES	(HIGHLY RECOMMENDED for EM Lighting)	\$ 165.00
EX BACK UP ALARM		\$ 140.00
TAILGATE STEP	(HIGHLY RECOMMENDED)	\$ 375.00
240 AMP ALTERNATOR		\$ 85.00
REVERSE SENSING		\$ 245.00
SPRAY IN BEDLINER		\$ 595.00
DUAL BATTERIES	(HIGHLY RECOMMENDED)	\$ 210.00
DAYTIME RUNNING BOARDS		\$ 45.00
Total Options		\$6,405.00
2020 Ford F-250		\$28,328.00
TOTAL		\$34,733.00





Advertisement

2000 GMC Sierra (Classic) 3500 Regular Cab Pricing Report



Style: Long Bed
Mileage: 31,000
31,751

Vehicle Highlights

Fuel Economy: N/A	Max Seating: 3
Doors: 2	Engine: V8, 5.7 Liter
Drivetrain: 4WD	Transmission: Manual, 5-Spd
EPA Class: Standard Pickup Trucks	Body Style: Pickup
Country of Origin: United States	Country of Assembly: United States

Sell To Private Party



Valid for ZIP Code 48088 through 06/15/2020

Your Configured Options

Our pre-selected options, based on typical equipment for this car.

✓ Options that you added while configuring this car.

Engine	Comfort and Convenience	Entertainment and Instrumentation
V8, 5.7 Liter	Air Conditioning	AM/FM Stereo
Transmission	Power Windows	Cassette
Manual, 5-Spd	Power Door Locks	Wheels and Tires
Drivetrain	Cruise Control	Steel Wheels
4WD	Steering	Exterior Color
Braking and Traction	Power Steering	✓ Red
ABS (4-Wheel)	Tilt Wheel	

Glossary of Terms

Kelley Blue Book® Trade-In Value - This is the amount you can expect to receive when you trade in your car to a dealer. This value is determined based on the style, condition, mileage and options

Tip:
It's crucial to know your car's true condition when you sell it, so that you





