



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

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 AGENDA
IN PERSON & OPTIONAL VIRTUAL MEETING
THURSDAY, OCTOBER 14, 2021 @ 6:30PM**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL OF COUNCIL MEMBERS**
- 4. APPROVAL OF AGENDA**
- 5. CITIZEN PARTICIPATION ON AGENDA ITEMS**
- 6. CONSENT AGENDA**
 - a. City Council Meeting Minutes September 9, 2021
 - b. City Council Special Meeting Minutes September 9, 2021
 - c. Historical Commission Meeting Minutes August 2, 2021
 - d. Historical Commission Meeting Minutes September 7, 2021
 - e. Zoning Board of Appeals Meeting Minutes May 6, 2021
 - f. Zoning Board of Appeals Meeting Minutes June 3, 2021
 - g. Civil Service Commission Meeting Minutes December 3, 2020
 - h. Civil Service Commission Meeting Minutes May 19, 2021
 - i. Civil Service Commission Meeting Minutes September 13, 2021
 - j. Recreation Commission Meeting Minutes August 3, 2021
 - k. Recreation Commission Meeting Minutes September 7, 2021
 - l. September Check Disbursements
- 7. NEW BUSINESS**
 - a. McKenna Additional Services Contract – Mechanical Inspector
 - b. Server Replacements
 - c. Night Deposit Agreement – PNC Bank
 - d. SERESA Contract Extension
 - e. Police Interceptor Lease Agreement
 - f. Residential Leaf Pick Up Program
 - g. Residential Chipping Program
 - h. UTV Purchase
 - i. DPW Staffing Request
 - j. Employee Handbook
 - k. Finance Director/Assistant City Manager Vacancy

8. RETURNING BUSINESS

- a. Road Projects Update
- b. Public Safety Director Vacancy
- c. Library Property Transfer Update
- d. Smoking at Senior Housing Update

9. REPORT OF CITY ADMINISTRATION

10. REPORT OF MAYOR AND CITY COUNCIL

11. CITIZEN PARTICIPATION

12. CLOSED SESSION

- a. Strategy session connected with the negotiation of a collective bargaining agreement – Police Officers Association of Michigan

13. ADJOURNMENT

(Posted Thursday, October 14, 2021 - 4:00 pm)

IT is inviting you to a scheduled Zoom meeting.
Topic: 10-14-2021 Fraser Regular City Council Meeting
Time: Oct 14, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/82726600721>

Meeting ID: 827 2660 0721
Passcode: 880547
One tap mobile
+13126266799,,82726600721# US (Chicago)
+19292056099,,82726600721# US (New York)

Dial by your location
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 827 2660 0721
Find your local number: <https://us02web.zoom.us/j/kBrnLdzHk>

NOTICE OF ELECTRONIC PUBLIC MEETING

To protect the public health and in accordance with the City of Fraser's local state of emergency due to the ongoing COVID-19 pandemic, the **Fraser City Council** will meet electronically on **October 14, 2021 @ 6:30PM** in accordance with the Open Meetings Act, using the Zoom platform for videoconferencing. Public access will also be available in person for those wishing to attend the meeting within the city hall council chamber.

This notice is required to ensure that those wishing to observe and/or participate in the meeting have the opportunity to do so. The public can participate via the Zoom application, internet access via the Zoom website, and/or via telephone using the Zoom telephone number and meeting ID. The public will be able to hear Council members and will be permitted to speak for up to five minutes during the public participation portion(s) of the agenda. Please note that callers/viewers will automatically be muted, and must remain muted until called upon to speak by the Mayor. Written comments will be accepted prior to the date and time (no later than 4:00pm on the day of the meeting) by the City Clerk office at @cityclerk@micityoffraser.com. During the meeting, members of the public may e-mail comments to publicmeeting@micityoffraser.com. The e-mail must provide the following: 1. Your name, address, and e-mail address 2. The agenda item in your subject line, if your comments pertain to a specific agenda item. To contact members of the City Council in order to provide input or ask questions on any business before the City Council at the meeting, please use the

contact information found on the City of Fraser website: www.ci.fraser.mi.us. Public Hearing comments will be heard during any Public Hearing that is conducted during the meeting, and other comments will be heard or reviewed during public participation. The City of Fraser provides live public access to this meeting on Comcast Channel 5 and WOW Channel 10 and online at www.ci.fraser.mi.us. This live public access meets the OMA's requirements that all public body deliberations and decisions take place at a meeting open to the public. In addition, if technology permits, the meeting will also be streamed via the YouTube website and application. In the event of a change in the status of statewide or local states of emergency, the City Council meeting may be changed from a remote meeting to a live in-person meeting to be held at Fraser City Hall, 33000 Garfield Road, Fraser, MI 48026, on the same date and at the same time. The City will post notice of any change in method of conducting the meeting from a remote meeting to an in-person live meeting, and/or any change in the meeting place for this meeting, to the City's website at www.ci.fraser.mi.us. Interested parties should periodically check for such changes or contact the City Clerk's Office at (586) 293-3100. The City of Fraser thanks all of you for your understanding and support as we all attempt to navigate these challenging times together.

CITY OF FRASER ADMISTRATION – MAY - 2021



CITY MANAGER
Elaine Leven

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie

MAYOR PRO-TEM
David Winowiecki

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

Fraser City Council Regular In-Person and Virtual Meeting Minutes THURSDAY, September 9, 2021 @ 6:30 PM

Regular in-person and virtual meeting of the Fraser City Council, conducted on September 9, 2021 at the City Municipal Building, located at 33000 Garfield Rd., Fraser, in the County of Macomb, Michigan

1. CALL TO ORDER

Mayor Carnegie called meeting to order at 6:35 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF COUNCIL MEMBERS

PRESENT:

Amy Baranski, Council Member (City Hall)
Kathy Blanke, Council Member (City Hall)
Michael Carnegie, Mayor (City Hall)
Suzanne Kalka, Council Member (City Hall)
Michael Lesich, Council Member (City Hall)
Patrice Schornak, Council Member (City Hall)
David Winowiecki, Mayor Pro Tem (City Hall)

ALSO PRESENT:

Elaine Leven, City Manager
Cynthia Greenia, City Clerk
Donald DeNault, City Attorney
Vincent Neyland, Finance Director
Amy Cell, HR
Mr. Lockwood, AEW

4. APPROVAL OF AGENDA

MOTION by Schornak, second by Blanke, to postpone Item 7G Interim Public Safety Director until next month.

MOTION by Winowiecki, second by Baranski, to have 7F as 2 individual proposals. One for in-car cameras and one for body cameras. Item 7F will be in-car cameras and Item 7G will now be body cameras.

MOTION by Kalka, second by Baranski to amend the 6A August City Council Meeting Minutes to include the word Minutes

All Ayes

Motion Carried

MOTION by Lesich, second by Baranski to approve the agenda as amended

All Ayes

Motion Carried

5. CITIZEN PARTICIPATION ON AGENDA ITEMS

Mayor Carnagie opened the floor for citizen participation.

No residents in person or in virtual meeting rooms requesting to speak.

6. CONSENT AGENDA

MOTION by Kalka, second by Baranski, to approve the Consent Agenda with the minutes of August meeting amended to reflect the word Minutes and date of meeting for August 12.

All Ayes

Motion Carried

- a. City Council Minutes August 12, 2021**
- b. Parks and Recreation Commission Minutes July 6, 2021**
- c. Fraser High School Homecoming Parade**
- d. July Check Disbursements**

7. REQUESTS FOR COUNCIL ACTION

a. Food Truck Rally

Motion by Lesich, supported by Baranski to allow the Special Use Permit for a Food Truck Rally to occur without alcohol at Steffens Park on Saturday, September 18, 2021 from 4:00 p.m. until 8:00 p.m.

Resident Chris Cook presented the vision for the overall event.

Mayor Pro-Tem Winowiecki, Council Member Schornak and Council Member Blanke had additional comments. Mayor Carnagie indicated that they were not encouraging alcohol at this event.

During public comments Ray Voharowski from public housing thanked Chris Cook for her efforts and noted that she had done a lot of planning to get to this stage.

All Ayes

Motion Carried

b. Cross Connection Proposal Bids

City Manager Leven reviewed that Council had in front of them a recommendation from AEW for award of a Residential Cross Connection Program service provider. This service is something that is required by the State of Michigan. The program is spaced out over three (3) years. The total bid amount is \$110,988.00 and is from HydroCorp. Mr. Scott Lockwood from AEW was present to discuss this process.

Council Member Schornak asked about why there was only one bidder. Mr. Lockwood indicated that this was a specialized service, and AEW was not at all surprised that there was only one bid. It was put out on Bid.net as well as other public notifications. He added that the cost was in line with other communities who have had this done.

Mr. Lesich asked Mr. Lockwood to explain what this service was and why it was needed. Mr. Lockwood and Mr. Ragsdale explained that a cross connection was any time there was any possibility of potable water being connected to non-potable water and causing contamination. You are looking to eliminate back flow. The back flow preventers have to be tested every three years and that is what the program basically is – testing to make sure the back flow preventers are doing their job. This is part of a state required program. We have a part-time employee who does the commercial cross connection service but we have 4,600 residential customers that need this done. We are starting with focusing on homes with two meters. They are starting with 500 homes a year. Eventually we will get to all the homes in the City of Fraser. The State requires us to put together a program. We are beginning the program and we are filling a State mandate by presenting this program to you tonight and by moving forward with it.

Council Member Lesich then reviewed what exactly would be happening when they company comes out to a resident's home. It is a requirement that if any water customer gets a notice, they must allow the company to do it. Mr. Ragsdale indicated that the cost for this would come out of the Water and Sewer Enterprise Fund, but the homeowner would be responsible for getting a certified plumber out to do the testing on their own home.

Motion by Lesich, supported by Baranski to recommend HydroCorp be engaged to provide service for a Residential Cross Connection Control Program for the City of Fraser at a cost of \$110,988.00 which is to be spread out over a three (3) year period.

Mayor Pro-Tem Winowiecki indicated that HydroCorp was a very reputable company. Council Member Schornak noted her concern with the City starting this program with residents that have two meters. A lengthy discussion ensued regarding how the homes were picked and what was going to be done.

Council Member Kalka asked about if the City was not in compliance with this program and how it was discovered. Mr. Ragsdale indicated that EGLE notified the City that the residential program was not in compliance at all and that we needed to be. Further discussion was had.

At this time, Council Member Baranski called the question.

Mayor Carnagie noted that there was a motion on the floor. There was no public comment on this item.

Vote on Motion:

All Ayes

Motion Carried

c. Water Reliability Study Proposal

City Manager Leven reviewed that this item was regarding a proposal from AEW regarding approval of a Water Distribution System Reliability Study and General Plan Update for the City of Fraser. She reviewed the documentation and indicated that the administration was looking for approval from City Council in the amount of \$22,000 to cover the cost of this service. Mr. Lockwood from AEW was present if there were questions.

MOTION by Kalka, supported by Baranski, to approve the award to perform a Water Distribution Reliability Study and General Plan Update for the City of Fraser as required by Parts 12 and 16 of the Administrative Rules promulgated under the Michigan Safe Drinking act (1976 PA 399) for a cost of \$22,000.

Discussion was had on how often this was required and why it had not been done for so long. Council Member Lesich asked who was supposed to address this being done – Mr. Lockwood noted that generally it would be the DPW Supervisor. Council Member Lesich also asked if when it was completed, we would see an updated fire flow for the entire city. Discussion was had on this. Mr. Lockwood indicated that the map would be updated to reflect any new fire flow that was put into the City since that time.

Mr. Ragsdale then indicated that part the mandate from the state of this study was to define three goals – he indicated that he and Mr. Vigneron had decided on the following three goals:

1. Reduce water main breaks
2. Be in compliance with all agencies and with the Residential Cross Connection Program they would be accomplishing this goal; and
3. To reduce the water lossage rate

Discussion was had on the reduction in water main breaks and the amount of money it was saving.

Vote on Motion

All Ayes

Motion Carried

d. 2022 Water Main Replacement Proposal

City Manager Leven reviewed this was a continuation of the replacement efforts that had been ongoing for quite some time. She reviewed the areas in question for City Council.

Discussion was had on whether or not this was in the budget and where it would be expensed to. City Manager Leven indicated that there were considerable funds available in the Water/Sewer funds to pay for this expenditure. Council Member Lesich asked about the nature of work that was being done – and how disruptive it would be to the neighborhoods and why it was decided to go with the type that was being recommended.

MOTION by Baranski, supported by Schornak, to approve the hiring AEW to prepare plans, specifications and provide full construction engineering services on the 2022 Water Main Replacement Project at a cost of \$314,900.

All Ayes

Motion Carried

e. BUDGET AMENDMENTS

Council Member Kalka asked regarding the amendment to the DPW certifications and the timing of same. City Manager Leven indicated that Mr. Ragsdale had found that that his employees needed additional certifications and training. He promoted this was being addressed. Mr. Ragsdale had found some deficiencies in the current employees training and he wanted to correct that. He reviewed the numerous trainings that he had employees take so that they were up to date with current industry standards.

Council Member Lesich reviewed the difference in training for the Water and Sewer licensing versus the single course training that employees have attended. Further discussion was had on the difficulty of getting Water Certifications.

Council Member Lesich then reviewed the entire amount of budget amendments and noted what the difference was over \$400,000. He felt it was unfortunate that this was not caught before the budget was approved.

Amy Cell commented on what she was looking at as to certain wages for some part-time positions.

Discussion was had on the building department scanning project

MOTION by Kalka, supported by Schornak, to approve the budget amendments as proposed in the City Council packet subject to clarification on question that Council Member Lesich asked regarding the pay for the Communications Associate

Ayes: Kalka, Schornak, Winowiecki, Carnagie, Blanke

Nays: Baranski, Lesich

Motion Carried

f. Public Safety In-Car Camera Proposal

City Manager Leven indicated the proposal presented is from research and recommendation of Lieutenant Bisby. Having reviewed companies is proposing purchasing the body cameras and patrol car cameras through Watch Guard for a total purchase price of \$163,075. Broken down into annual payments of \$32,615.

Council Member Schornak inquired if funds are coming from the Drug Forfeiture Account.

City Manager Levan advised Lieutenant Bisby has indicated funds coming from the Public Safety Capital Outlay Account.

Discussion on having the funds coming from the Drug Forfeiture or Gambling Accounts. City Manager Leven advised if it is an eligible expense, we can change the source fund account.

The payments are allocated over 5 years with ability to replace cameras in 3 years at now cost.

Discussion on the body cameras potential to protect municipality from liability or litigation.

Council Member Winowiecki would like to see an independent survey of the officers regarding their support or

MOTION by Winowiecki, second by Baranski, to approve the In-Car Camera portion of the proposal. Purchase from Watch Guard at total price \$82,740.

All Ayes

Motion Carried

Council Members Baranski and Kalka indicated policy, procedures and guidelines from the union should be reviewed prior to moving forward with the purchase of body cameras for public safety.

g. Public Safety Body Camera Proposal

No Action taken at this time pending further information.

City Manager Leven advised the information to be obtained will include policy & procedures, PSO survey, research of union guidelines.

Council Member Schornak recommended obtaining the necessary quantity of storage prior to final purchase to ensure we have the ability to properly use the information.

h. Imaging Scanning Proposal

City Manager Leven advised the presenting proposal from Building Department Official Bruce Eck, regarding scanning of the building department files is in follow up to prior discussions. Mr. Eck recommends the selection of Ameriscan in the amount of \$41,925 if completed in 1 calendar year. It is an option to break it up into 2 years. It is anticipated that great benefit will come from this action regarding ability to obtain information and cost saving to the residents.

MOTION by Winowiecki, supported by Schornak to approve utilizing Ameriscan Company for the Building Department scanning project in the amount of \$41,925 indicating that the project shall be completed in the one-year time frame.

Council Member Lesich inquired if the Document on Demand application of the Cloud Based Portal is included. Access to files after scanning approximately \$1,200. Per year.

City Manager Leven advised the cost is only an estimate at this time as we do not know the final volume of documents. This proposal does not include such an application and the city will have the access and no need for an ongoing cloud storage.

All Ayes

Motion Carried

i. Title VI Coordinator Appointment

City Manager Leven advised the federal government requires those receiving any federal funding must have a Title VI Coordinator. As Fraser receives funds for work on roads and the county through M-Dot. Typically this position is held by the City Clerk as the keeper of records. Manager Leven is recommending the appointment of City Clerk Cynthia Greenia as the Title VI Coordinator for the City of Fraser.

MOTION by Blanke, supported by Lesich to appoint the City Clerk Cynthia Greenia as Title VI Coordinator for the City of Fraser.

Mayor Carnegie asked City Clerk Greenia she would accept. City Clerk Greenia agreed to accept.

All Ayes

Motion carried

j. Hiring Subcommittee Appointments

City Manager Leven discussed the prior success of utilizing a hiring subcommittee for previous department heads; and stressed the importance of everyone understanding the process. The previous subcommittee was Carnegie, Lesich and Baranski. Would like to confirm these three people will continue or select the three people to proceed.

Member Schornak recommended that the three individuals be fluid selections at the time of hiring needs. Perhaps some members will not be available at that time and or some members may be more experienced in certain subjects. We also have an election and member change.

Member Baranski expressed concern for having a fluid situation. She suggests that it should be more set.

Member Lesich advised that for the next particular position, Finance Director, he would be happy to serve on the committee until his term ends after the upcoming election.

Discussion determined that Members Lesich, Schornak and Baranski will serve on the subcommittee for the upcoming interviews anticipated for a new Finance Director.

NOMINATION by Carnegie, second by Lesich, to appoint Lesich, Schornak and Baranski to serve on the subcommittee for the hiring process for the hiring of Finance Director

All Ayes

Motion carried

k. City Council Rules and Procedures

City Attorney Don DeNault advised that the Council Rules and Procedures document provided contains red-lined items that govern the council as a group. Most of the items are based on updates from earlier in the year and items requested by council. The item in need of most attention is determining the number of council members required on a subcommittee. Rules currently state 2 members in one section while another section states 3 members. City Attorney DeNault is recommending removing the section stating 3 members and staying with City Charter information which is to have 2 members on any subcommittee.

MOTION by Schornak, supported by Baranski, to accept the changes as recommended by Mr. DeNault to the council rules.

Member Lesich asked for clarification on allowing Citizen Participation time limit at the end of the meeting to be limited to the time and city business only. Asking if the public is only allowed to discuss city business.

City Attorney DeNault advised that Open Meeting Act rules do not require that the City provide a platform to the committee to discuss anything other than issues germane to the City.

Discussion reviewing the order of council meeting topics will now be: Consent Agenda; New Business/Council Action Items; Returning Business; Report of City Administration; Report of Mayor/City Council; Citizen Participation; Closed Session; Adjournment.

All Ayes

Motion carried

Mayor Carnegie called for a 5-minute break at 8:58 pm

Mayor Carnegie called meeting back to order at 9:13 pm

8. REPORT OF THE CITY ADMINISTRATION

- City Manager Leven reported the following items:
 - Construction at Garfield and 15 Mile for the Interceptor Rehabilitation will begin October 1st. It will encompass approximately 15 months of work; schools and businesses in the area were notified by the county. There will be lane closures but the intersection will be maintained open in all directions.
 - The Clemis computer has been ordered. There was a recommendation of a cheaper option being reviewed that would result in a possible \$3,000 savings on the computer.
 - Auditors will be in the office the week of September 13; again on September 28 and also in November. Vince will have an opportunity to meet with them before leaving.
 - Replacement computer rollout starts next week, with IT Right in the office in the office beginning Friday, September 17 to replace older computers no longer supported.
 - Discussed assisting manning city meetings with IT Right; they do not do that type of work which falls under audio/visual services. If they could find someone, costs would estimate \$225. Per hour.
 - Outreach has been made several times to Advanced Lighting and Sound for meeting management and other issues outstanding, with no response.
 - A refund of \$21,898.75 received from INACOMP the prior IT company. Lt. Bisby worked to ensure this refund was obtained.
 - Covid Funding of \$1.51 million will be received by Fraser in total. In approximately 30 days the first \$757,000 will be received. City of Fraser is required to develop and have a preliminary plan in place by October 31st. Administration will be working with city consultants on the plans.
 - Park Updates: Pompo is 100% completed; Boris is 100% complete; Meadows is continuing work on the pavilion, picnic table and water areas; Harrington is still working on raising the merry-go-round.
 - The city hall digital sign is finally up and running. All the pieces have come together and Sargent Eric Meyers was very instrumental in making it all happen.
 - Planning for a Street Committee meeting as several questions/concerns/issues have come up regarding street trees which are causing problems with sidewalks and sewers systems. These topics will be brought to the Street Committee and potentially sent on to a Tree Committee.
 - The fire bay floor was further cleaned today in prep for the top coat to be treated; as it was more slippery than intended. The final completion is scheduled for tomorrow Sept. 10.
 - Regarding issues with Comcast and Wow, issues were resolved within days after the recent storms. Issues were a result of power outages.
 - With regard to HVAC issues, service was contacted and performed. The issue was described that the system goes back and forth between Heat / Cool to keep the space comfortable. A boiler that is a part of that process needed adjusting.

Member Lesich inquired if Granicus is being used for meeting streaming. City Manager Leven advised the city is not funding that at this time and does not have staffing for maintain the program. That may be re-visited once the communication staff member is hired.

Member Lesich would also like to know the balance of the Capital Improvement Fund; where the city stands now and with the additional \$1.7 million into with this year's budget. And if any projects are currently funding through it other than what's already identified.

9. STANDING ITEMS/ UNFINISHED BUSINESS/PROJECT STATUS UPDATES

a. 39th District Court Security Update

City Manager Leven provided memo from the Court Administrator Donna Navarro. They need to make required updates to the 39th District Court building. Funded by the Fraser District Court Operation Fund and is at the complete discretion and allocation of the Chief Judge for purchases. City Manager Leven does not believe action is required and if for the balance in full.

b. Park Signage Status Update

City Manager Leven spoke with the PDW Superintendent, Mark Ragsdale who is still working on obtaining details for signage. DPW has been very involved with the park updates and the weekly storms and weather we are experiencing this season. This is still on the list and mind, but they are looking to do something a bit more significant for the entry to Fraser signage.

c. South East Regional Emergency Services Authority (SERESA) Update

City Manager Leven advised SERESA hasn't met for the last 4 months; next meeting is September 20th. At that meeting they will further be working with the idea of Fraser becoming a member rather than just a contractual obligation. On the next agenda will be the actual extension for 1 year; the contract actually never went before council for approval. An amount was budgeted and will also be a part of the next agenda.

d. Library Property Transfer Update

City Attorney DeNault advised he has met with the lawyer for the library board and the surveyor to make sure the property is correctly surveyed and that all parties understand what the property will look like. A very comprehensive purchase agreement is in place to be presented to council soon. The only outstanding issues being reviewed by the library board lawyer are the needs of the building in terms of roofing, HVAC and items previously discussed. It is anticipated that the purchase agreement and transfer plan might be ready to present to council for the October meeting.

Member Schornak inquired of a contract clause that the building would be returned to the city if they determine to no longer continue as the library or no longer want the building. City Attorney DeNault advised that issue has been thoroughly covered.

e. Smoking at Senior Housing Update

City Manager Leven advised the council that the details of what policies are recommended by Manager Leven, Attorney DeNault and Amy Cell have been provided to them tonight. They do not anticipate any decisions tonight. However, the issue will be on the next agenda for discussion and a resolution for council consideration, feedback prior to the meeting would be much appreciated.

Member Baranski inquired if vaping and e-cigarettes are and can be included within the policy.

f. Marijuana Facilities Update

City Attorney DeNault did not provide the full presentation given last year, rather provided some focus on the financial side of the industry. He also provided information on the amount of work involved by the city staff and the ability to re-coup or not re-coup the expenses.

Mayor Carnagie addressed that it's good to have a start to the conversations as council members are getting a lot of questions. As all parties know there will be lot that goes into it and it will take much review.

g. Dairy Queen Property Update

City Attorney DeNault advised the owner has changed his mind on the demolition of the building and would now like to submit a re-development plan for a two story structure. The owner is looking to present the plan in Sept/Oct.

Member Schornak inquired of the reverter clause and the time limit he had.

City Attorney DeNault advised there is a strong argument that he is in breach, however, because of the way it was written it is not a guarantee it would win and could mean expense with no certainty of return.

Discussion ended.

h. COVID Update

City Manager Leven updated that HR sent out a detailed memo with status and actions.

10. REPORT OF MAYOR AND CITY COUNCIL / NEW BUSINESS

MEMBER BARANSKI

- Nothing at this time

MEMBER LESICH

- Welcome Cynthia Greenia, new City Clerk to Fraser
- Would like Advance Lighting and Sound to be contacted to determine the status of the equipment and money that was a part of this project.
- Confirmed that the future hiring of a Communications Assistant would be managing the meeting.
- Eastpointe-Roseville Chamber Board of Directors is making a \$1,000 donation to the McKinley Park Community Challenge bring the total of the challenge to \$3,000.

MEMBER SCHORNAK

- The Historical Commission will be having their barn sale on Sunday, Sept 12 from 1 to 4 pm. Tours will be available during the sale. Also having a Historical Society Meeting for those wishing to join the on Sept. 14th at 1 pm.

- Acknowledged the 20-year remembrance, this Saturday, of September 11th for those who sacrificed so much that day.
- The Fraser Goodfellows are having a golf outing, September 18th. Please visit their website for details.
- Would like schedules for tree, leaf services and such. Feels residents would be happy to see a schedule.
- Meijer sign becoming an eye-sore; can it be inquired if Meijer has any replacement plans.
- Would like council to be provided with a list of what can and what cannot be funded with COVID funds. Will save time to know in advance what can be recommended before making suggestions.
- Would like to inquire if new chairs be ordered for the council chambers.

MEMBER WINOWIECKI

- Welcome Cynthia
- Thank you to Elaine Leven, City Manager for functionally return to the City Hall Outdoor Electronic Sign (Roly Poly Sign)
- Food Truck Rally reminder

MEMBER BLANKE

- Also reminded people to take a moment and remember about 9-11 and think of where people are in the 20 years since.
- And wishes all a good month.

MEMBER KALKA

- Farmers Market Saturday for 9 to 1; businesses will be represented and there will be only one more in Oct. Welcomes all to come and enjoy. Thanking both Nancy Burubee and Dana Southerland for all their work in the transition of the planning from Nancy to Dana.
- Reminds people to work together in the spirit that was shown on 9/11 and that she will not be communicating by social media at this time.
- Reminds all residents that have questions to feel free to contact her to discuss any issues they have.
- She thanked all the council members for their very hard work; the last 2 years have been very difficult.

MAYOR CARNAGIE

- Firefighters Open House this year will be Saturday, October 2 from 11:00 am to 4:00pm
- Saturday the Honor Guard will be participating in the September 11 Remembrance Ceremonies in Mt. Clemens all are welcome.
- State Firefighters Memorial events will be the following weekend.
- Attended the Hanover Grove 50th Anniversary party.
- Mayor will not be present for the October 14 meeting.

11. CITIZEN PARTICIPATION

Tarik Dehko, Resident - service to community for 45 years. Would like to do as much as he can for Fraser.

Robert A Piraino, Attorney for Mr. Dehko – advised they are interested in marijuana facilities in Fraser and looks forward to hearing the results for further conversations.

Laura Lesich, Resident - expressed concerns with the city council handling of new administration. Expressed disappoint in the parks; particularly Meadows for younger children. Feels more input from the community is needed.

12. ADJOURNMENT

MOTION by Winowiecki, second by Lesich, to adjourn.

Roll Call: Ayes – Blanke, Baranski, Carnagie, Kalka, Lesich, Schornak, Winowiecki
Nays – None

Motion carried

Meeting called to end 10:31

Respectfully submitted,

Cindi Greenia, City Clerk

Michael Carnagie, Mayor



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie

MAYOR PRO-TEM
David Winowiecki

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

FRASER CITY COUNCIL SPECIAL COUNCIL MEETING MINUTES THURSDAY, September 9, 2021 @ 6:00 p.m.

A special meeting of the Fraser City Council was held on Thursday, September 9, 2021 at 6:00 p.m. at the Municipal Complex, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

Mayor Carnegie called the meeting to order at 6:00 P.M.

2. ROLL CALL

PRESENT: BARANSKI, BLANKE, CARNAGIE, KALKA, LESICH, SHORNAK, WINOWIECKI
ABSENT: NONE

OTHERS PRESENT: CITY MANAGER LEVEN, CITY CLERK GREENIA, CITY ATTORNEY DeNAULT,, ATTORNEY WALLACK.

3. APPROVAL OF AGENDA

Motion by Lesich, supported by Shornak, to approve the agenda as presented.

AYES: BARANSKI, BLANKE, CARNAGIE, KALKA, LESICH, SHORNAK, WINOWIECKI
ABSENT: NONE

4. ENTER INTO CLOSED SESSION FOR THE PURPOSE OF CONSULTING WITH THE CITY'S LEGAL COUNSEL REGARDING TRIAL STRATEGY

Motion by Baranski supported by Kalka to enter into closed session for the purpose of consulting with the City's Legal Counsel regarding trial strategy in connection with the Macomb County Circuit Court Case No. 2020-003248-CD.

AYES: BARANSKI, BLANKE, CARNAGIE, KALKA, LESICH, SHORNAK, WINOWIECKI
ABSENT: NONE

City Council entered into Closed Session at 6:04 p.m.

City Council reconvened at 6:25 p.m.

**MEETING MINUTES
CITY OF FRASER CIVIL SERVICE COMMISSION
MUNICIPAL BUILDING – 33000 GARFIELD – FRASER, MI 48026
MONDAY, SEPTEMBER 13, 2021 @ 3:30 P.M.**

5. ADJOURNMENT

Motion by Lesich supported by Baranski, to adjourn the special meeting at 6:26 p.m.

Respectfully,

Cynthia L. Greenia
Fraser City Clerk



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

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 Historical Commission Meeting Minutes - Monday, August 2, 2021

Present: Marilynn Wright, Jim Chamberlin, Karen Hodges, Harry Hodgson, Nancy Ehrke, Denise Wojciechowski, Marie Cilluffo; **Members-at-Large:** Dori Guoin, Curtis Rice, **Liaison:** Rose McKinney, **Excused Absences:** Tom Iwanicki, Kathy Pirtle

1) **Call to order:** 7:18 pm by Marilynn

2) **Pledge to the Flag**

3) **Approve Agenda:** On a motion by Denise, seconded by Karen; Motion carried;

4) **Approve Minutes:** On a motion by Nancy, seconded by Jim; Motion carried;

5) **Liaison Report:** Rose passed out July 2021 budget reports. New expenses, \$70.57 - submitted by Marilynn for Advertising Barn Sale and Weed Killer for front areas and \$36.67 - submitted by Denise for Preen. Marilynn questioned why the trust fund didn't show up on reports; Rose will check on this.

6) **Unfinished Business:**

a) **July Barn Sale:** 2 Day total sales - \$2,902.88;

b) **Outhouse Cement Pad:** Rose and Karen will work together to get the permit approved along with having the foundation installed.

7) **New Business:**

a) **August Barn Sale:** Total Sales \$653.95

b) **Butterfly Bench:** Karen passed around gardening catalog to commissioners. She suggested purchasing a butterfly bench that would be purchased in memory of Betty. It would be placed where the large pine tree was taken down behind the barn. We already have several donations for this memorial. Additionally, Harry, Nancy, Denise and Karen offered to make donations also to defray the cost. Karen made a motion to purchase the butterfly bench; Marilynn seconded the motion; Motion Carried; Karen will work on this.

8) **Commissioner Reports:**

***Marilynn** - Reminded everyone our next meeting will be held on Tuesday, September 7th, due to Labor Day. Marilynn asked Rose to check if the Memorial Brick Forms and our meeting dates are listed on the City website.

***Karen** - Suggest to Commissioners we add to our policy to purchase a small brick for any current and future Commissioners that serve on the Commission, 10 contiguous years. Commissioners discussed, Karen made a motion, seconded by Jim. Motion carried.

***Harry** - Put bricks around the bottom of the sign in front of the Museum. It is believed due to the weed whacking around the sign, the supports have been compromised. Rose will ask DPW to watch the weed whacking around the sign.

**Fraser Historical Commission
Meeting Minutes - Monday, August 2, 2021**

***Nancy** - Sent out 338 ENewsletters; Nancy asked if a threshold step down could be constructed or purchased to be used at entrance of Gift Shoppe. She feels this would help when we are moving carts in and out of the museum, additionally, it would be nice for visitors that use walkers, wheel chairs, etc. Commission agreed this is a good idea.

***Denise** - Denise and Lori plan on bringing pictures of Betty's Iris' in bloom to the next Plant Sale. She is hoping this will help with the 'sale' of the Ryzomes. Denise asked if we could put sale signs in other locations around the City. Karen offered to be responsible for putting up and taking down a sign at the library and the wedge; Denise offered to be responsible for signs at Utica and Masonic and 14 Mile & Kelly. Rose will check with the City to see if we are allowed to put our signs up around the City. The Iris Class will be presented by Lori in the garden next Spring. ***Jim** - Reminded the Commissioners the back, front corner in the Barn is designated for Christmas only. Please keep the path clear and garden items in the Barn gardening section. Jim suggested installing rubber along the bottom the of Barn doors.

***Dori** - Nothing to add

***Curtis** - Commented that he blew out the debris in the Barn before the sales and he feels the new drain is helping with standing water around the front of the barn.

***Marie** - Told the group, she appreciates the Commission's understanding regarding her not being available for the last several events. She believes she has adjusted her schedule and priorities so she can be more involved with the Commission.

***Rose** - Asked if the gutter cleaning has helped the water in front of the barn. Marilyn stated the clean gutters and the drain have made a significant improvement. Rose ordered the bat house and plaque. It is currently backordered.

10) Adjourned at 8:28 pm on a motion by Marie, seconded by Karen; Motion Carried

Next Open House/Barn Sale: Sunday, September 12, 2021

Next Meeting: Tuesday, September 7, 2021

Respectfully Submitted, Karen Hodges, Recording Secretary



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie

MAYOR PRO-TEM
David Winowiecki

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

Fraser Historical Commission Meeting Minutes - Tuesday, September 7, 2021

Present: Marilynn Wright, Jim Chamberlin, Karen Hodges, Nancy Ehrke, Denise Wojciechowski, Tom Iwanicki, Jeffrey Pollock; **Members-at-Large:** Curtis Rice, Kathy Pirtle; **Liaison:** Rose McKinney
Excused Absences: Harry Hodgson, Marie Cilluffo, Dori Guio

1) **Call to order:** 7:06 pm by Marilynn

2) **Pledge to the Flag**

3) **Approve Agenda:** On a motion by Karen, seconded by Jeff; Motion carried

4) **Approve Minutes:** On a motion by Nancy, seconded by Denise; Motion carried

5) **Liaison Report:** Rose passed out August 2021 budget reports. It was investigated where the trust/escrow account money was placed. Previous treasurer had moved the trust/escrow money for auditing purposes. The current treasurer stated he would move the money back into the trust/escrow account. The liaison will continue to make inquiries on behalf of the commission to ensure the money is placed back.

6) **Unfinished Business:**

a) **Butterfly Bench:** Karen will order it this week

b) **Outhouse Cement Pad:** Rose has informed us, the permit was approved and the cement pad will be installed by DPW on the next date they are doing other scheduled cement work. Rose asked Marilynn to be sure to tape the permit on the Gift Shoppe window before the work is started.

7) **New Business:**

a) **Welcome to Jeff:** Jeffrey Pollock was approved by City Council.

b) **2-3 year plan:** Karen presented our 3 year plan to all Commissioners; Commissioners approved the plan and it is attached below.

c) **October - 2 Day Barn Sale:** We agreed, it will be held on 10/9 & 10/10.

8) **Commissioner Reports:**

*Marilynn - Nothing to add

*Jim - Nothing to add

*Karen - Nothing to add

*Nancy - Sent out 447 ENewsletters

*Denise - Nothing to add

*Tom - Thanked everyone for the thoughtful get well card he received

*Jeff - Nothing to add

*Curtis - Commented he will assist with the bricks around the sign post

*Kathy - Nothing to add

*Rose - Passed out new Commissioner contact list. We checked for accuracy

**Fraser Historical Commission
Meeting Minutes - Tuesday, September 7, 2021**

10) Adjourned at 7:50 pm on a motion by Karen, seconded by Jeff; Motion Carried

Next Open House/Barn Sale: Sunday, October 3, 2021

2 Day Barn Sale: Saturday, October 9 & Sunday, October 10

Next Meeting: Monday, October 4, 2021

Respectfully Submitted, Karen Hodges, Recording Secretary

**Fraser Historical Commission
Mission Statement and 3-year plan (2021,2022,2023)**

The Fraser Historical Commission is dedicated to maintaining, improving and developing the Museum and Grounds for historical purposes, Community enjoyment, education, and to bring a sense of community to Fraser & surrounding Cities. All Commissioners are volunteers who have a passion for Fraser, history and making our community 'better than we found it'.

All Money in our trust fund has been raised through the handwork and dedication of all of our Commissioners, Members-At-Large, and many other residents who offer to volunteer their expertise, time and money to support our Mission.

2021 Plan: Outhouse Project Completion:

This project was originally planned in 2019, and on hold in 2020, due to COVID restrictions.

1) The Commission allocated the 2020 city budget rollover to purchase the outhouse kit from Jamaica Cottage Shop

2) The Commission allocated to 2021 city budget to install the foundation and to complete this project

2022 Plan: Paint the Barn

1) The Commission will use the 2022 city budget to complete this project, any costs over our budget will be paid by the Fraser Historical Society

2023 Plan: New Roof on Museum

1) Raise \$30,000 - The Commissioners are projecting, with the current trust fund balance (money to be returned to us from the City) and estimated funds raised from our barn sales in 2021 & 2022 we will be very close to this goal. To complete this project, the Commissioners plan to: a) obtain 3 valid quotes in the beginning of 2023; b) choose our contractor; c) schedule the roof install as early as possible in Spring - Summer 2023. It is agreed if the project costs more than we have in our accounts, the shortage will be paid by Fraser Historical Society.

**** Additional smaller projects include, but are not limited to:**

- a) Frame and display airport photos
- b) Replace the split rail fence with a long lasting vinyl split rail fence
- c) Evaluate and repair or replace basement windows
- d) Create a 'living barrier' on the eastside of the Museum
- e) Have trees on property evaluated and trimmed by an Arborist



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

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

CITY OF FRASER, MICHIGAN ZONING BOARD OF APPEALS THURSDAY, May 6, 2021 – 7:00PM MINUTES APPROVED JUNE 3, 2021

Present: Chairman Stimac; Members: Chimenti, Farina, Logan, Menendez, Burley

Excused Absence: Hunt (arrived at 7:29pm)

Also Present: Alyssa Albright, City Attorney (O'Reilly Rancilio)
Dylan Church, City Attorney (O'Reilly Rancilio)
Donald DeNault, City Attorney (O'Reilly Rancilio)
Paul Urbiel, City Planner (McKenna)
Danielle Bouchard, City Planner (McKenna)
Sarah Traxler, City Planner (McKenna)

1. Call Meeting to Order

Chairman Stimac called the meeting to order at 7:17 PM

2. Pledge of Allegiance

Roll Call Chairman, Stimac: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Burley: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Chimenti: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Farina: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Hunt: Absent (arrived at 7:29pm)
Member, Logan: Present (participating from Harris County, City of Houston, Texas)
Member, Menendez: Present (participating from Macomb County, City of Fraser, Michigan)

3. Approval of Agenda as presented - Regular Meeting of Thursday May 6, 2021

Motion by Member: MENENDEZ (TO APPROVE) Support by Member: FARINA
To: Approve the agenda of December 3, 2020 as presented.

AYES 7 (STIMAC, BURLEY, CHIMENTI, FARINA, HUNT, LOGAN, MENENDEZ)

NAYS 0

MOTION CARRIED

4. Approval of Minutes as amended – December 3, 2020

Motion by Member: MENENDEZ (TO APPROVE) Support by Member: LOGAN
To: Approve the December 3, 2020 minutes as amended.

AYES 7 (STIMAC, BURLEY, CHIMENTI, FARINA, HUNT, LOGAN, MENENDEZ)

NAYS 0

MOTION CARRIED

**CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, May 6, 2021 – 7:00PM
MINUTES APPROVED JUNE 3, 2021**

5. Formal Statement: Chairman Stimac gave a formal statement relative to the powers of the Zoning Board of Appeals and the facts and conditions for granting appeals.

6. Public Hearings:

A. Appeal ~~21-021~~ (amended 21-01), Variance Request / Happy's Pizza Wall Sign / 31896 Groesbeck Highway

DISCUSSION: BOUCHARD noted that the applicant is requesting to obtain variances from the City of Fraser Zoning Ordinance standards to exceed the building wall sign allowable area by approximately 25.3 square feet (57.3 square feet requested; 32 square feet allowed) and to exceed the number of allowable wall signage (3 additional walls signs requested; 1 wall sign allowed). Section 32-85-2.D of the Zoning Ordinance permits a maximum sign area of 32 square feet and Section 32-85.S notes that tenant spaces in the CG, Commercial General, District are permitted a maximum of 1 wall sign.

STIMAC questioned if the proposed signs on the west side of the building were calculated as a combined sign (logo image and lettering combined), what the resulting square footage would be and how spaces in between are calculated. URBIEL noted that the Ordinance's definition of sign area notes that blank spaces between sign elements are included in the total area of the sign. The applicant has previously been approved for a singular Happy's Pizza sign on the north face of the building. FARINA questioned the administration what the hardship is for the application. TRAXLER noted that the analysis did not include any suggested findings for the hardship.

MARK ABRAHAM, applicant, noted that potential patrons of the Happy's Pizza store have a difficult time seeing where the building is located because of the high speeds along Groesbeck. BOUCHARD questioned the applicant if the building landlord approved the proposed signage on the west façade. ABRAHAM confirmed. JENNIFER from Global Signs noted that each proposed sign is 47.5 square feet (includes the logo and the Happy's Pizza lettering). The space in between the logo and the lettering is 10 inches.

The public hearing was opened at 7:52pm.

No public comment was received.

The public hearing was closed at 7:52pm.

BURLEY questioned the applicant regarding the basis for the request of the variances. ABRAHAM noted that new Happy's Pizza location is a new business, and motorists driving down Groesbeck Highway have trouble seeing where the business is located. FARINA questioned the applicant if it satisfies the signage need to approve a variance for 25.3 square feet, as advertised by the public hearing notice. ABRAHAM confirmed that the variance for 25.3 square feet on the west façade of the building will be pursued.

Motion by Member: FARINA

Supported by Member: CHIMENTI

To: Authorize variances for appeal 21-01 / Happy's Pizza Wall Sign / 31896 Groesbeck Highway, for an additional 25.3 square feet of wall signage and to allow a second wall sign on the building's west façade.

AYES: 4 (STIMAC, FARINA, CHIMENTI, LOGAN)

NAYS: 1 (BURLEY)

MOTION CARRIED (Member HUNT was not present at the vote)

**CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, May 6, 2021 – 7:00PM
MINUTES APPROVED JUNE 3, 2021**

B. Appeal 21-02, Variance Request / Best Tires Wall Sign / 33733 Groesbeck Highway

DISCUSSION: The applicant, Best Tires, is seeking a variance to exceed the maximum permitted building wall sign area by approximately 28 square feet. Section ~~32-85-2.D~~ (amended 32-85-2.E) of the City's Zoning Ordinance permits 32 square feet for retail establishments in industrial districts, the applicant is requesting a variance from Ordinance standards to erect a 60 square foot sign.

BOUCHARD explained the variance application details as submitted by Best Tires. The site is zoned IC, Industrial Controlled. As per Section ~~32-85-2.D~~ (amended 32-85-2.E), a maximum of 32 square feet for a wall sign is permitted.

MENENDEZ noted that the application for the variance was not included in the packet. TRAXLER explained that the City accepts applications through the BS&A online system. The fees were paid and the online submittal was also received prior to the meeting.

FARINA inquired about the size of the sign on the adjacent tenant space. URBIEL confirmed that the existing sign at the adjacent tenant space is comparably sized to the proposed Best Tires sign. BURLEY noted that the existing building also has 2 additional signs not shown on the application, one sign is located above the garage on the site and the other sign is a phone number sign located between the windows on the front of the building

The applicant, MARK GULLA, explained that the building has a large setback from Groesbeck Highway and it is difficult to see the location of the building from the road. Additionally, the applicant noted that the sign for Best Tires is proposed to be comparable size and character of the adjacent tenant space.

The public hearing was opened at 8:40pm.

No public comment was received.

The public hearing was closed at 8:40pm.

Motion by Member: LOGAN **Supported by Member:** BURLEY

To: Deny Appeal 21-02 Best Tires wall sign due to the number of additional signs already located on the site.

MOTION WAS NOT VOTED ON

Motion by Member: STIMAC **Supported by Member:** MENENDEZ

To: Postpone Appeal 21-02 to allow additional time for the applicant to confer with their client, Best Tires, on the total signage package proposed for the building, to the next regularly scheduled Zoning Board of Appeals meeting on June 3, 2021.

AYES: 6 (STIMAC, MENENDEZ, BURLEY, CHIMENTI, FARINA, LOGAN)

NAYS: 0

MOTION CARRIED (Member HUNT was not present at the vote)

**CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, May 6, 2021 – 7:00PM
MINUTES APPROVED JUNE 3, 2021**

C. Appeal 21-03, Variance Request / Commercial Vehicle Parking / 34861 Eberlein Drive

DISCUSSION: The applicant, homeowner at 34861 Eberlein Drive, is requesting a variance from Ordinance standards to park a commercial vehicle in the side yard of their residential property, in an unenclosed space. Section 28-109 of the City's Ordinance permits the Zoning Board of Appeals to grant variances in from the standards in Article VII, "Commercial Vehicles and Commercial Equipment."

STIMAC noted that the applicant used to be his neighbor. However, no monetary benefit is to be had as an outcome of the applicant's request, therefore STIMAC did not recuse himself from the discussion.

BOUCHARD explained that Ordinance 28-107.B states that no person shall park or store a commercial vehicle or equipment on a residential property other than in an enclosed building. TRAXLER noted that the criteria utilized for this request pertains to the City's general code, not the Zoning Ordinance. BURLEY questioned what the definition of enclosed means in the City's Ordinance. TRAXLER explained that the term "enclosure" refers to all sides of a structure.

Applicant, JOSEPH DePERRO explained that the commercial vehicle is utilized for his job. DePERRO is often called to emergency job sites at a moment's notice and therefore needs to keep the commercial vehicle on the residential site. MENENDEZ questioned the applicant on the width of the space between the garage and the unenclosed parking space. DePERRO noted that the width 96 inches. The commercial vehicle fits in that space comfortably. It is not anticipated that the applicant's employer would require the applicant to use a larger vehicle. DePERRO explained that if the commercial vehicle is not permitted to be parked on site, he could be subject to losing his employment.

The public hearing was opened at 9:07pm.

No public comment was received.

The public hearing was closed at 9:07pm.

Motion by Member: FARINA **Supported by Member:** LOGAN

To: Approve appeal 21-03 located at 34861 Eberlein Drive, to park a commercial van on the side yard setback next to the garage, behind the front face of the existing home under the hardship that an additional garage cannot be added to the site.

AYES: 6 (STIMAC, MENENDEZ, BURLEY, CHIMENTI, FARINA, LOGAN)

NAYS: 0

MOTION CARRIED (Member HUNT was not present at the vote)

7. New Business: Election of Officers

Chair

Member Stimac was nominated for Chair of the City of Fraser Zoning Board of Appeals. Mr. Stimac accepted the nomination. Mr. Stimac was elected as Chair of the City of Fraser Zoning Board of Appeals by acclamation.

**CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, May 6, 2021 – 7:00PM
MINUTES APPROVED JUNE 3, 2021**

Vice Chair

Member Farina was nominated for Vice Chair of the City of Fraser Zoning Board of Appeals. Mr. Farina accepted the nomination. Mr. Farina was elected as Vice Chair of the City of Fraser Zoning Board of Appeals by acclamation.

Secretary

Ms. Menendez was nominated for Secretary of the City of Fraser Zoning Board of Appeals. Ms. Menendez accepted the nomination. Ms. Menendez was elected as Secretary of the City of Fraser Zoning Board of Appeals by acclamation.

8. Unfinished Business. None.

9. Planning Commission Liaison

FARINA noted that the City of Fraser Planning Commission held a meeting on Wednesday, May 5, 2021. During the meeting, the Planning Commission recommended adoption of the 2021 City of Fraser Master Plan to City Council. A public hearing on the Plan was held at the meeting where one public comment was received. Additionally, the Planning Commission considered one site plan for a building addition located at 33417 Kelly Road, that was approved with conditions.

10. Public to be Heard: None.

11. Adjournment

Motion by Member: FARINA (TO ADJOURN)

Support by Member: CHIMENTI

To: Adjourn the meeting on Thursday, May 6, 2021 at 9:57 pm.

AYES 6 (STIMAC, MENENDEZ, BURLEY, CHIMENTO, FARINA, LOGAN)

NAYS 0 MOTION CARRIED (Member HUNT was not present at the vote)

ZBA Secretary, Rosanne Menendez

Recording Secretary, Danielle Bouchard, Senior Planner, McKenna



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie

MAYOR PRO-TEM
David Winowiecki

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

CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, June 3, 2021 – 7:00PM
MINUTES APPROVED SEPTEMBER 3, 2021

Present: Chairman Stimac; Members: Burley, Chimenti, Farina, Logan, Menendez

Excused Absence: Hunt

Also Present: Donald DeNault, City Attorney (O'Reilly Rancilio)
Alyssa Albright, City Attorney (O'Reilly Rancilio)
Dylan Church, City Attorney (O'Reilly Rancilio)
Paul Urbiel, City Planner (McKenna)

1. Call Meeting to Order

Chairman Stimac called the meeting to order at 7:00 PM

2. Pledge of Allegiance

Roll Call Chairman, Stimac: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Burley: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Chimenti: Present (participating from Macomb County, City of Fraser, Michigan)
Member Farina: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Logan: Present (participating from Macomb County, City of Fraser, Michigan)
Member, Menendez: Present (participating from Macomb County, City of Fraser, MI)

3. Approval of Agenda as amended - Regular Meeting of Thursday June 3, 2021. Amendments include:

1. To amend appeal case number from #20-02 to #21-02 on Agenda Item 5A.

Motion by Member: MENENDEZ (TO APPROVE) Support by Member: FARINA
To: Approve the agenda of June 3, 2021 as amended.

AYES 6 (STIMAC, BURLEY, CHIMENTI, FARINA, LOGAN, MENENDEZ)

NAYS 0

MOTION CARRIED

4. **Formal Statement:** Chairman Stimac gave a formal statement relative to the powers of the Zoning Board of Appeals and the facts and conditions for granting appeals.

CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, June 3, 2021 – 7:00PM
MINUTES APPROVED SEPTEMBER 3, 2021

5. Old Business (Postponed Cases)

A. Appeal #21-02: Variance Request / Best Tires Wall Sign

By Reason of: Section 32-85.2.E of the Fraser Zoning Ordinance applies to wall signs in the IC, Industrial Controlled Zoning District

Purpose of Request: To obtain a variance from Zoning Ordinance standard to exceed the building wall sign allowable area by approximately 28 square feet (60 square feet requested; 32 square feet allowed)

Property in Question: 33733 Groesbeck Highway, Fraser Michigan, 48026 **DISCUSSION:** ALBRIGHT explained that the previous ZBA Meeting held on May 6, 2021 included a motion to deny Appeal #21-02 by LOGAN supported by BURLEY. ALBRIGHT explained that the motion should be addressed first and either acted upon or withdrawn. BURLEY withdrew support from that motion and no other member supported the motion to deny. The motion to deny Appeal #21-02 was withdrawn due to lack of support.

URBIEL explained that the ZBA Board Members voted to postpone Appeal #21-02 at the previous Meeting held on May 6, 2021. The reason for the postponement was to allow the applicant additional time to confirm the total sign package for the Best Tires site located at 33733 Groesbeck Highway. The applicant confirmed to the administration via written correspondence that the intent of the variance request was to exceed allowable sign area by approximately 28 square feet for the Best Tires sign only. The applicant provided administration with images of the proposed signage for the site.

STIMAC questioned if the Finishmaster sign (located adjacent to the subject site) has any impact on the allowable signage for the Best Tires site. URBIEL confirmed it does not.

STEVE RAYES, petitioner, noted that the client, Best Tires, agrees to remove the additional window and garage door signage located on the building, with exception of the wall signage requested as part of Appeal #21-02. FARINA requested the petitioner to explain the hardship related to the requested variance from signage standards. The petitioner explained that they were under the impression that the sign was approved by the City's Building Inspector. RAYES noted that the Best Tires site is setback further from Groesbeck Highway, making the storefront hard to see when traveling at the speed limit. Additionally, several trees located on the site fronting Groesbeck Highway make the storefront less visible from the road. Images were displayed to demonstrate this notion.

URBIEL stated that no written comments regarding Appeal #21-02 were received by the administration.

Motion by Member: FARINA (TO APPROVE)

Supported by Member: BURLEY

CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, June 3, 2021 – 7:00PM
MINUTES APPROVED SEPTEMBER 3, 2021

To: Approve Appeal #21-02: Variance Request / Best Tires Wall Sign for a variance from ordinance standards to exceed the building wall sign allowable area by approximately 28 square feet (60 square feet requested; 32 square feet allowed) with the following conditions:

1. The applicant removes all other signage located on the Best Tires tenant space facing Groesbeck Highway.

AYES: 6 (STIMAC, BURLEY, CHIMENTI, FARINA, LOGAN, MENENDEZ)

NAYS: 0

MOTION CARRIED

6. Public Hearing: None.

7. New Business: Discussion Regarding Transition Back To In-Person Meetings

DISCUSSION: URBIEL explained that the City passed a local state of emergency in light of the Covid-19 pandemic and restriction on indoor gatherings. With State regulations lessening, the City is discussing the schedule to begin returning to in-person meetings. URBIEL requested that the ZBA Members reach out either publicly during the meeting, or privately to note their comfort level with returning back in-person.

8. Unfinished Business of the Board: None.

9. Planning Commission Liaison: FARINA noted that the City of Fraser Planning Commission held a meeting on Wednesday, June 2, 2021. The development, located 34400 Utica Road, is planned for a new Big Boy restaurant. The Special Land Use and corresponding site plan was approved by the Planning Commission. The Planning Commission also discussed the new Taco Bell site and previous conditions of approval.

10. Public to be Heard: None.

11. Approval of Minutes – May 6, 2021

Motion by Member: MENENDEZ (TO APPROVE)

Support by Member: FARINA

To: Approve the May 6, 2021 Minutes as presented.

MOTION WAS NOT VOTED ON

Motion by Member: STIMAC (TO APPROVE)

Support by Member: MENENDEZ

To: Approve the May 6, 2021 Minutes as amended. Amendments include:

1. Amend the Minutes under Item #6A to from "Appeal 21-021" to "Appeal 21-01."
2. Amend the Minutes under Item #6B to "Section 32-85.2.E" from "Section 32-85.2.D."

AYES 6 (STIMAC, BURLEY, CHIMENTI, FARINA, LOGAN, MENENDEZ)

NAYS 0

MOTION CARRIED

12. Members' Comments and Items of Interest

CITY OF FRASER, MICHIGAN
ZONING BOARD OF APPEALS
THURSDAY, June 3, 2021 – 7:00PM
MINUTES APPROVED SEPTEMBER 3, 2021

FARINA	On the 3rd Sunday of August St. Malachy is planning a one-day festival.
LOGAN	Hank Dolland passed away with a memorial on Saturday, June 5th
MENENDEZ	Requested the status of the sign ordinance review
McKENNA	Planners are in the process of reviewing of the sign ordinance

13. Adjournment

Motion by Member: MENENDEZ (TO ADJOURN) **Support by Member:** CHIMENTI
To: Adjourn the meeting on Thursday, June 3, 2021 at 8:01pm.

AYES 6 (STIMAC, MENENDEZ, BURLEY, CHIMENTO, FARINA, LOGAN)
NAYS 0
MOTION CARRIED

ZBA Secretary, Rosanne Menendez

Recording Secretary, Danielle Bouchard, Senior Planner, McKenna



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie

MAYOR PRO-TEM
David Winowiecki

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

Minutes Civil Service Commission Meeting Thursday, December 3rd, 2020 @ 3:30pm

Fraser Civil Service Commission meeting was conducted on the above date at the City Municipal Building located at 33000 Garfield Road, Fraser, and County of Macomb, Michigan.

Present: Chairman Tom Bender, Members Tom Suminski and Dan Healy

Also Present: Lt. Dave Bisby

Sgt. Jason Poole

Recording Secretary Kelly Dolland

1. **Call Meeting to Order** - Member BENDER called the regular meeting to order at 3:30pm.
2. **Roll Call** - Members Bender, Healy and Suminski present.
3. **Approval of Agenda**

Member Healy requested 5. New Business c. Discussion of Chairperson

Member HEALY moved, seconded by Member SUMINSKI, TO APPROVE AGENDA AS AMENDED.

The motion carried unanimously

4. **Approval of Minutes: August 19th, 2020 Civil Service Commission Meeting**

Member HEALY moved, second by Member SUMINSKI, TO APPROVE THE MINUTES OF THE AUGUST, 19 2020 CIVIL SERVICE COMMISSION MEETING AS SUBMITTED.

The motion carried unanimously

5. **New Business:**

- a. Approval to terminate the January 22nd, 2020 Public Safety Officer's Eligibility list.

Member HEALY moved, second by Member BENDER, TO APPROVE THE TERMINATE OF THE JANUARY 22ND, 2020 PUBLIC SAFETY AS SUBMITTED.

The motion carried unanimously

**Minutes
Civil Service Commission
Meeting Thursday, December 3rd, 2020 @ 3:30pm**

- b. Approval of the November 23rd, 2020 Paramedic / Firefighter Eligibility list.

Member BENDER moved, second by Member HEALY, TO APPROVE THE NOVEMBER 23RD, 2020 PARAMEDIC / FIREFIGHTER ELIGIBILITY LIST.

The motion carried unanimously

- c. Discussion / Action Annual Election of Chairperson

Member HEALY moved, second by Member SUMINSKI TO; APPROVED THE CONTINUATION OF CHAIRPERSON TERM END DATE WITH COMMITTEE APPROVAL.

- 6. Commission Members to be heard: None**

- 7. Public to be heard: None**

- 8. Adjournment:**

Member HEALY moved, second by Member SUMINSKI; TO ADJOURN THE CIVIL SERVICE COMMISSION MEETING OF DECEMBER 3RD, 2020 @ 3:41PM.

The motion carried unanimously

Respectfully submitted,

Cindi Greenia, City Clerk

For Kelly Dolland, City Clerk



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

MINUTES
CIVIL SERVICE COMMISSION
WEDNESDAY, May 19, 2021 @ 3:30PM

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

MINUTES
CIVIL SERVICE COMMISSION
MUNICIPAL BUILDING ~ 33000 GARFIELD ~ FRASER, MI 4802_
WEDNESDAY, May 19, 2021 @ 3:30PM

1. Call Meeting to Order

Chair Thomas Bender called meeting to order at 3:30 p.m.

2. Roll Call

PRESENT:

Thomas Suminski
Dan Healy
Thomas Bender, Chair

ALSO PRESENT:

Marc Thompson, Interim City Manager/Acting Clerk
Lieutenant Mike Pettyes, Interim Director Public Safety
Lieutenant David Bisby, Public Safety Department
Mary Matuz, Asst. to City Manager

3. Approval of Agenda

MOTION by Healy, second by Suminski to approve the agenda

Ayes – unanimous approval

4. Approval of Minutes:

a. Approval of Minutes of the Civil Service Commission meeting of December 3, 2020.

MOTION by Bender, second by Healy, to approve the minutes of December 3, 2020.

Ayes – unanimous approval

5. New Business:

a. Review and Approval of Testing Process for Director of Department of Public Safety.

MINUTES
CIVIL SERVICE COMMISSION
WEDNESDAY, May 19, 2021 @ 3:30PM

Marc Thompson Interim City Manager, upon verbal advise from City Council, came before the commission presenting options for conducting testing for the promotion of a new Public Safety Director. Previously City Council was the oversight. However, Act 78, currently in the labor contract; specifically addresses promoting from within.

Mr. Thompson advised the City Attorney states that Act 78 and the Civil Service Commission should be followed.

Commission discussion advised that once the City enters into Civil Service Commission processes the City cannot go in and out of that process.

Recommendation to the Commission to use EMPCO to administer the testing was made based on contact and proposal details.

Optional alternatives of an assessment center at high cost of \$7,500, Or Oral Interview Panel also presented.

Mr. Thompson requested a motion of the Commission advising the test be administered for the record.

MOTION by Healy, second by Bender, to use the Oral Interview Process to obtain the list for the post of Director of Public Safety, through EMPCO.

Ayes – unanimous approval

Motion carried.

b. Other Business

No Other Business

6. Commission Members to be heard:

No Commission Members to be heard

7. Public to be heard:

No Public to be heard

8. Adjournment

MOTION by Bender, second by Healy, to adjourn meeting at 3:53 pm

Cindi Greenia, City Clerk



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

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

MEETING MINUTES CITY OF FRASER CIVIL SERVICE COMMISSION MUNICIPAL BUILDING – 33000 GARFIELD – FRASER, MI 48026 MONDAY, SEPTEMBER 13, 2021 @ 3:30 P.M.

1. CALL TO ORDER

Chairman Thomas Bender called the meeting to order at 3:30 p.m.

2. ROLL CALL

Present:

Thomas Bender, Chairman
Dan Healy
Thomas Suminski

Also Present:

City Manager Leven
Lieutenant David Bisby, Public Safety Department
Sargent John Gillies
City Clerk Greenia

3. APPROVAL OF AGENDA

Motion by Healy, seconded by Suminski to approve the agenda as presented.

AYES: Bender, Healy, Suminski

NAYS: None

Motion Carried

4. APPROVAL OF MINUTES

Motion by Healy, supported by Suminski to approve the minutes of the May 19, 2021 City of Fraser Civil Service Commission as presented.

AYES: Bender, Healy, Suminski

NAYS: None

Motion Carried

**MEETING MINUTES
CITY OF FRASER CIVIL SERVICE COMMISSION
MUNICIPAL BUILDING – 33000 GARFIELD – FRASER, MI 48026
MONDAY, SEPTEMBER 13, 2021 @ 3:30 P.M.**

5. NEW BUSINESS

a. Request for Certification of Director of Public Safety List

Motion by Healy, supported by Suminski to approve certification of the Director of Public Safety list as presented.

AYES: Bender, Healy, Suminski

NAYS: None

Motion Carried

b. Request for Certification of Lieutenant List

Motion by Bender, supported by Healy to approve certification of the Lieutenant list as presented.

AYES: Bender, Healy, Suminski

NAYS: None

Motion Carried

6. COMMISSION MEMBERS TO BE HEARD

Commission Member Healy congratulated Lieutenant Bisby and Sargent Gillies on their new positions.

7. PUBLIC TO BE HEARD

There was no public comment at this time.

8. ADJOURNMENT

Motion by Healy, supported by Suminski to adjourn the meeting at 3:33 p.m.

AYES: Bender, Healy, Suminski

NAYS: None

Motion Carried

Respectfully Submitted:

Cindi Greenia, City Clerk



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie

MAYOR PRO-TEM
David Winowiecki

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

Recreation Commission Minutes of the Regular Meeting Tuesday, August 03, 2021 7:00 pm Virtual Meeting via Zoom

Present: Chairperson Sara Kelley, Vice Chairperson Dana Sutherland, and Commissioners Amanda Rolens and Chris Koch (Meller and Hunt Excused)

Also Present: Hunter Pullis, David Winowiecki and Vince Neyland

1. Meeting called to order at 7:01pm by Commissioner Kelley
2. Pledge of Allegiance
3. Roll Call - 4 members present, 2 excused
4. Motion to approve the Agenda for August 03, 2021 made by Commissioner Koch, 2nd by Commissioner Rolens, motion carried unanimously.
5. Motion to approve minutes for August 03, 2021 made by Commissioner Sutherland, 2nd by Commissioner Kelly, motion carried unanimously.
6. Volunteer Group Reports
 - a. Sherry Stein of the FFBC spoke of the Tires for Purpose at McKinley Barrier Free Park, an art exhibition that was also to raise money for charities. FFBC placed 2nd out of the 5 huge charities that participated. At the Farmers Market the FFBC did an activity of painting on canvases; 22 kids participated and 9 allowed their paintings to be hung on the fence for the community to enjoy. There is a slight delay on the cement pouring for the sensory garden due to all the heavy rains but it should be done soon and Women For Humanity are working on the garden beds.
 - b. Laura Lesich spoke on Fort Fraser Helpers. Vince will be meeting with Mr. Ragsdale and the DPW will be making repairs soon. They are also in talks about putting shading on the seating area.

**Recreation Commission
Minutes of the Regular Meeting
Tuesday, August 03, 2021
7:00 pm Virtual Meeting via Zoom**

7. Report on Current Events

a. Farmers Market- Commissioner Sutherland has been doing Daily Spotlights on social media to help promote the vendors and it has really boosted participation. The August Market already is set for 20 vendors, 2 food trucks and a Magician/DJ. There will be a birdhouse craft for the kids overseen by Peyton Kalka. Rachel Agusti will be doing a science activity the following month with the kids and Comix Corner will be there as well. The September Market is where the raffle is set to take place. Commissioner Sutherland gave a shout out to Hunter for all of the hard work she has put into helping making the market a success.

b. Walk In The Park- This has been a great avenue to meet new people in the community. Commissioner Koch shared that there were approx. 10 people at the last walk and that the next one will be set to meet at the library and walk to Boris Park and back. There are 3 more weeks left.

8. New Events- The Food Truck Rally currently has 8 confirmed trucks as well as a live band and a magician. Commissioner Koch is currently working with DPW to make sure all electrical is taken care of ahead of time and will be meeting with Hunter to discuss the possibility of a beer tent.

9. Overview Report of Parks and Rec

a. August 06, 2021 is the date set to finish the paths at Somerset and Pompo Parks which were delayed due to rain. Repairs are being made at Stephens Park from the damage made by the carnival and The Lions Club is taking care of the bill. Boris Park is 95% done. Harrington park equipment has been shipped and we are just waiting on the pieces for the foundation which should ship next week. Meadows Park construction has begun on the volley ball pit and foundation for the pavilion, construction on the structure itself will begin once Harrington is complete.

b. Commissioner Sutherland and Commissioner Kelley asked about plans on the Senior Rec Center opening as well as official recreational activities and how that works on the budget as line items as well. Vince is accepting all ideas to put toward his plan, which is in the works, to present at the September Council Meeting.

10. Other Business

a. The Halloween Stroll - Commissioner Koch is unsure if we will move forward. There is a lot involved that we were unaware of as far as requirements necessary to proceed.

**Recreation Commission
Minutes of the Regular Meeting
Tuesday, August 03, 2021
7:00 pm Virtual Meeting via Zoom**

11. Citizen Participation- Laura Lesich spoke, stated we missed out on raising funds by not doing anything at the Lions Club event, charging for parking, selling waters, etc. Feels that we should be talking about Halloween and Christmas events already and possible partnerships with others. We should also be talking about the 5 yr. plan and what we need to include or exclude.

12. Commissioners With Concerns

Commissioner Koch - Enjoyed the Lions Club Carnival. Spoke on the free movie night at the VFW, all sponsored, August 13th 8pm. Discussed frustration with getting very conflicting information on what is required for the Halloween Stroll (usage permits, Health Dept. approval, # of people, etc.), Vince responded and is going to send over copies of all emails in regards to this so we can see if we are able to move forward. Commissioner Sutherland is going to work together with Vince and Commissioner Koch on this. David Winowiecki responded stating that it is very important to make sure we follow all regulations.

Commissioner Rolens - No concerns

Commissioner Sutherland - First time at the Fraser Carnival and was blown away. Wanted to thank FFBC for the painting event done at the Farmers Market. Thank you to Hunter for all her hard work. Sent an email to the city manager about the tower at Somerset Park with concerns of it being unsafe, the city is working with the manufacturer to look into it. Thank you to Laura Lesich for bringing up the 5 yr. plan. Commissioner Sutherland is willing to work on the 5 year plan. Vendors asking about cost for next year at the Farmers Market. Thank you to Commissioner Koch as well as other commissioners for all their help. Really wants to see things starting to open up soon. Vince responded and said himself and Mr. Ragsdale did take a look at Somerset and based on the conversation with the manufacturer, any adjustments would void the warranty but signs stating the ages recommended and the risks associated.

Commissioner Kelley - We still need to fill a seat on the Commission Board and discussed us doing better to promote the position. We also need to update the website information for the board member names, open position, park openings, and getting videos uploaded.

13. Motion made to adjourn the meeting at 8:14pm by Commissioner Koch, 2nd by Commissioner Kelley , Motion carried unanimously



CITY MANAGER
Elaine Leven

CITY CLERK
Cynthia Greenia

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

Recreation Commission Minutes of the Regular Meeting Tuesday, September 7, 2021 7:00 pm Virtual Meeting via Zoom

Present: Chairperson Sarah Kelley, Vice Chairperson Dana Sutherland, and Commissioners Chris Meller, Chris Koch, Echo Hunt and Amanda Rolens

Also Present: Hunter Pullis, Vince Neyland and David Winowiecki

1. Meeting called to order at 7:01 pm by Commissioner Kelley
2. Pledge of allegiance
3. Roll call - all members present
4. Motion to approve the Agenda for September 07, 2021 made by Commissioner Sutherland 2nd by Commissioner Koch. Motion carried unanimously
5. Motion to approve the Minutes for August 02, 2021 made by Commissioner Kelley, 2nd by Commissioner Hunt.. Motion carried unanimously
6. Volunteer group reports
 - a. FFBC- Laura Lesich let us know that Sherry will join later in the meeting to update during Citizen Participation.
 - b. Fix The Fort-no updates
7. Report on Current Events
 - a. Commissioner Sutherland updated on Farmers Market- Many vendors including the magician/dj and Science in the Park. Spoke on the general fund going from \$9,143.40 to \$6,904.83 and asked for Vince to look into where the money was used. Last market is October 2nd. Vince spoke on the difference between the escrow liability and the budget and will send an email with the account information so we can look further into the funds.
 - a1. Commissioner Sutherland brought up the Dog Park. We need to look into the accounts and how funding will work for getting this started. This would also need to be passed through City Council. There are options for land we should look into as well. David Winowiecki recommends we put together a proper proposal before making a motion and going before Council.
8. Discussion of New Events
 - Food Truck Rally - Going before Council Thursday to get approved. As of right now we have 10 food trucks, a band, a beer tent, a DJ and games. Looking for help with set up and tear down.

**Recreation Commission
Minutes of the Regular Meeting
Tuesday, September 7, 2021
7:00 pm Virtual Meeting via Zoom**

Commissioner Hunt and Rolens agreed to help. David Winowiecki spoke on how the beer tent was a complete surprise and that we should make sure we have looked into everything required for this, such as public safety (security), bathrooms, medical assistance, etc. As a liaison he said that these are things Council will need addressed before it brought before them. He said we need to think about the liability factor.

9. Overview Report of Parks and Rec

Vince said there is no new updates. Commissioner Sutherland asked for an update on progress of the Recreation plan. Vince said the 5 year plan is to be done by the Commission.

10. Other business

a. 5 Year Plan- Commissioner Sutherland has been looking at the previous plan. Has asked if a version that we can edit vs a saved pdf to work off of. Suggested we ask the residents what they want in the 5 year plan, possibly create a survey to get feedback, Everyone discussed ideas on how to do the survey and Commissioner Sutherland is going to work on survey questions.

b. Discussion of Bi-laws and Code of Ordinances - Commissioner Kelley met with Elaine and Vince to go over the Rec Commission Ordinances, which need to be updated. David Winowiecki said the City Attorney is currently working on updating the ordinances with Public Safety but will get to all of them at some point. Commission can make recommendations but they will not be top priority right now. P&R Commissioners need to discuss general budget plans for the coming year. Commissioner Koch asked who is supposed to run the events we are coming up with. We at this point have to volunteer or find volunteers for everything. Council approved a part time position for a P&R Coordinator to help.

c. Filling the Commission Seat - We need to update the website. We all need to attempt to network better.

11. Citizen Participation:

a. Sherry Stein- Thanked the Commission for all their hard work, especially Commissioner Koch on the Food Truck Rally. Agrees we need more volunteers but feels Rec Programs (sports and such) need actual staff David interceded to state that programming and events are different things and that they are hiring for a part time position. Sherry states that even with a part time employee, we would still need volunteers. Sherry gave a shout out to Linden Construction and Mini Mix for donating the cement and labor for the raised garden beds at McKinley Park. Thanked Council for allowing them to propose the last phase of McKinley Park at the last meeting. FFBC is having a community challenge to collect donations towards it. Next FFBC Meeting is September 14, 2021 at 6:30pm via Zoom. We are on the list for the zip line but it likely won't go in until next year.

b. Laura Lesich - Is blown away by the administration expecting Commission to come up with planning and doing everything and still have to go before council just to possibly get shot down anyway. She feels administration is trying to destroy P&R. Is upset that the people in the neighborhood weren't asked what they would want in their parks because her grandson cannot even use most of the new equipment.

c. David Winowiecki - Feels all Commissioners should be going to the Chair and Vice-chair directly when planning things.

12. Commission Members With Concerns

Hunt- Would like to be on the sub-committee to work on the 5 year plan and would like it to be in person. She also shared her hope that the parks be accessible to everyone.

**Recreation Commission
Minutes of the Regular Meeting
Tuesday, September 7, 2021
7:00 pm Virtual Meeting via Zoom**

Meller- He is happy Pompo Path is completed.

Koch- Would also like to be on the 5 year plan sub-committee and would like the park off 14 Mile to get a parking lot.

Rolens- Thankful to be part of such an amazing volunteers, is going to work harder to come up with ideas but is always willing to help where needed.

Sutherland- Asking again what is going on with the Little Library at Somerset that was approved months ago by Council. Vince will look into it. Donated to the FFBC Challenge and invites everyone to donate and help! She is going to send over the Farmers Market finances to Vince and is going to come up with survey questions. Would love ideas and volunteers for the last Farmers Market.

Kelley-No concerns. Hopes to be more involved as well.

Motion made to adjourn the meeting at 9:05pm by Commissioner Kelley 2nd



City of Fraser

Check Disbursement Report

October 14, 2021

EXPENDITURES FOR APPROVAL

101 GENERAL FUND	\$	332,590.85
202 MAJOR STREET FUND	\$	1,187.15
203 LOCAL STREET FUND	\$	65,254.22
210 AMBULANCE FUND	\$	7,559.45
226 GARBAGE AND RUBBISH COLLECTION	\$	71,119.16
270 SENIOR HOUSING	\$	15,517.95
401 CAPITAL PROJECTS FUND	\$	47,877.84
592 WATER & SEWER FUND	\$	419,893.15
661 MOTOR POOL	\$	38,184.51
703 SUMMER TAX COLLECTIONS FUND	\$	62,655.72
VENDOR EXPENDITURES	\$	1,061,840.00

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
 CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/07/2021	PNC	136756	GREYSTONE GOLF CLUB	PUBLIC SAFETY - COP PROGRAM	214.400	000	10,015.00
09/08/2021	PNC	136757	123.NET, INC.	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	481.55
09/08/2021	PNC	136758*	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	267	100.00
09/08/2021	PNC	136759	ASSESSMENT ADMINISTRATION	PROFESSIONAL SERVICES (ASSESSOR)	801.500	209	9,708.33
09/08/2021	PNC	136760*	AT&T	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	507.81
09/08/2021	PNC	136761	MAYSSA ATTIA	PROFESSIONAL SERVICES	801.700	136	1,050.00
09/08/2021	PNC	136765	DELL MARKETING LP	DELL OPTIPLEX 3080 DESKTOP	985.000	258	4,127.04
09/08/2021	PNC	136766#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	65.62
				MATERIALS & SUPPLIES	742.000	269	99.57
				MATERIALS & SUPPLIES	742.000	269	337.90
				CHECK PNC 136766 TOTAL FOR FUND 101:			503.09
09/08/2021	PNC	136768	COMPLETE PROTOTYPE SERVICES INC.	PUBLIC SAFETY - COP PROGRAM	214.400	000	125.00
09/08/2021	PNC	136770	DAN ZUCHOWSKI	MEDICAL PROVIDER SERVICES	843.000	171	75.00
09/08/2021	PNC	136771*	DTE ENERGY COMPANY	ELECTRIC	920.000	265	5,144.56
				ELECTRIC	920.000	266	1,308.15
				ELECTRIC	920.000	267	107.18
				ELECTRIC	920.000	269	854.17
				ELECTRIC	920.000	448	155.93
				CHECK PNC 136771 TOTAL FOR FUND 101:			7,569.99
09/08/2021	PNC	136772	EXECUTIVE LANGUAGE SERVICES INC.	INTERPRETER FEES	823.000	136	190.00
				INTERPRETER FEES	823.000	136	190.00
				CHECK PNC 136772 TOTAL FOR FUND 101:			380.00
09/08/2021	PNC	136773	FIRE EXTINGUISHER SALES & SERVICE	OPERATING SUPPLIES	746.000	301	28.55
				EXTINGUISHER RECHARGE SERVICES	746.000	301	121.95

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK PNC 136773 TOTAL FOR FUND 101:			150.50
09/08/2021	PNC	136776*	CITY OF FRASER	WATER	918.000	265	26.26
				WATER	918.000	265	470.45
				WATER	918.000	266	599.39
				WATER	918.000	267	116.82
				WATER	918.000	267	42.18
				WATER	918.000	690	74.02
				CHECK PNC 136776 TOTAL FOR FUND 101:			1,329.12
09/08/2021	PNC	136778	GMT POWER, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	544.10
09/08/2021	PNC	136780	HEWLETT-PACKARD FINANCIAL SERVICES	LEASED ASSETS	983.000	258	336.54
				LEASED ASSETS	983.000	258	900.14
				CHECK PNC 136780 TOTAL FOR FUND 101:			1,236.68
09/08/2021	PNC	136782	I.T. RIGHT	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	165.00
09/08/2021	PNC	136783	INGERSOLL MECHANICAL, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,978.00
09/08/2021	PNC	136785	DENNIS KOENDERS	MECHANICAL INSP.	703.100	371	672.00
09/08/2021	PNC	136786	MACOMB COUNTY FINANCE DEPARTMENT	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	190.00
09/08/2021	PNC	136787	COUNTY OF MACOMB	PROGRAMMING	881.000	691	990.78
09/08/2021	PNC	136790	MACOMB TOWNSHIP	PROFESSIONAL SERVICES	801.800	215	1,182.72
09/08/2021	PNC	136791	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	552.25
09/08/2021	PNC	136792#	MCKENNA ASSOCIATES	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	371	10,998.75
				PROFESSIONAL SERVICES (PLANNING)	801.900	801	10,090.50
				CHECK PNC 136792 TOTAL FOR FUND 101:			21,089.25
09/08/2021	PNC	136794	MUNICIPAL CODE CORPORATION	SUBSCRIPTIONS AND PUBLICATIONS (CODE)	791.500	215	350.00
09/08/2021	PNC	136795#	OFFICE DEPOT	OFFICE SUPPLIES	752.000	136	44.49
				OFFICE SUPPLIES	752.000	136	35.82

User: CAROLYNN

CHECK DATE FROM 09/01/2021 - 09/30/2021

DB: Fraser

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/08/2021	PNC	136798	RAY ELECTRIC	SUPPLIES	752.000	215	198.66
				SUPPLIES	752.000	215	196.17
				SUPPLIES	752.000	215	25.21
				SUPPLIES	752.000	215	121.13
				SUPPLIES	752.000	215	22.23
				SUPPLIES	752.000	215	119.40
				SUPPLIES	752.000	260	272.00
				SUPPLIES	752.000	260	229.94
				SUPPLIES	752.000	371	10.74
				CHECK PNC 136795 TOTAL FOR FUND 101:			1,275.79
09/08/2021	PNC	136798	RAY ELECTRIC	MATERIALS & SUPPLIES	742.000	269	59.24
09/08/2021	PNC	136799	ROBERT HALF INTERNATIONAL, INC.	PROFESSIONAL SERVICES	801.800	215	1,240.44
				PROFESSIONAL SERVICES	801.800	215	1,221.20
				CHECK PNC 136799 TOTAL FOR FUND 101:			2,461.64
09/08/2021	PNC	136800	JAMES SHIMKO	PLUMBING INSP.	703.200	371	324.00
09/08/2021	PNC	136801	SIGNARAMA	OTHER REPAIRS AND MAINTENANCE	934.000	265	185.75
09/08/2021	PNC	136803	THE PLUMBEROLOGIST LLC	ESCROW FEE	283.100	000	1,000.00
09/08/2021	PNC	136804*	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	301	901.23
09/08/2021	PNC	136808	WINDER POLICE EQUIPMENT	BADGE	746.000	301	118.00
				SHIPPING	746.000	301	7.00
				BADGES SILVER	746.000	301	194.00
				BADGES GOLD	746.000	301	194.00
				BADGES SMALL SILVER	746.000	301	210.00
				SHIPPING	746.000	301	15.00
				CHECK PNC 136808 TOTAL FOR FUND 101:			738.00
09/08/2021	PNC	136809	WOW INTERNET-CABLE-PHONE	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	2,505.60
09/08/2021	PNC	136810	ZANE TORRES	MEDICAL PROVIDER SERVICES	843.000	171	75.00
09/09/2021	PNC	136811	POSTMASTER	MAIL OR POSTAGE	851.000	215	623.77

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/16/2021	PNC	136812	CLASSIC DRIVING SCHOOL, INC.	PROFESSIONAL DEVELOPMENT	910.000	441	840.00
09/17/2021	PNC	136814*#	AEW	Escrow Fee	283.100	000	264.00
				Escrow Fee	283.100	000	166.20
				ENGINEERING SERVICES	946.000	371	120.00
				ENGINEERING SERVICES	946.000	441	2,957.00
				CHECK PNC 136814 TOTAL FOR FUND 101:			3,507.20
09/17/2021	PNC	136816	AMY CELL LLC	PROFESSIONAL SERVICES (HR)	801.100	101	12,000.00
09/17/2021	PNC	136819	BOBS SANITATION SERVICE, INC	OTHER REPAIRS AND MAINTENANCE	934.000	690	190.00
09/17/2021	PNC	136820	BRIAN HEEB	PROFESSIONAL DEVELOPMENT	910.000	441	25.00
09/17/2021	PNC	136822*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	55.37
				OTHER REPAIRS AND MAINTENANCE	934.000	265	81.36
				OTHER REPAIRS AND MAINTENANCE	934.000	269	360.00
				CHECK PNC 136822 TOTAL FOR FUND 101:			496.73
09/17/2021	PNC	136825	CREATIVE BRICK	ESCROW - HISTORICAL COMMISSION	284.700	000	47.79
09/17/2021	PNC	136826	DALE'S LANDSCAPING SUPPLY, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	690	387.00
09/17/2021	PNC	136827	DETROIT ENERGY STREET LIGHTS	ELECTRIC (STREET LIGHTING)	920.100	448	18,380.66
09/17/2021	PNC	136828	EMPCO, INC	PRINTING AND PUBLISHING	900.000	101	108.00
09/17/2021	PNC	136831*#	GFL ENVIRONMENTAL USA	DUE FROM LIBRARIES	073.000	000	92.23
09/17/2021	PNC	136833	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES (LEGAL)	801.800	210	1,102.00
09/17/2021	PNC	136835	HENRY FORD HEALTH SYSTEM	MEDICAL PROVIDER SERVICES	843.000	171	716.00
09/17/2021	PNC	136839	LEAF	LEASED ASSETS	983.000	258	900.92
09/17/2021	PNC	136842*#	MAIL PLUS	MAIL OR POSTAGE	851.000	441	1.50
09/17/2021	PNC	136843#	MCKENNA ASSOCIATES	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	371	7,685.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				PROFESSIONAL SERVICES (PLANNING)	801.900	801	8,000.00
				CHECK PNC 136843 TOTAL FOR FUND 101:			15,685.00
09/17/2021	PNC	136844	21ST CENTURY MEDIA - MICHIGAN	PRINTING AND PUBLISHING	900.000	801	1,131.00
09/17/2021	PNC	136846	NICHOLAS EVANOFF	PROGRAMMING	881.000	691	160.00
09/17/2021	PNC	136847	O'REILLY RANCILIO PC	PROFESSIONAL SERVICES (LEGAL)	801.800	210	397.00
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	9,147.50
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	1,947.46
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	1,204.00
				CHECK PNC 136847 TOTAL FOR FUND 101:			12,695.96
09/17/2021	PNC	136848	OFFICE DEPOT	SUPPLIES	752.000	371	42.15
09/17/2021	PNC	136850	EASYPERMIT POSTAGE	POSTAGE CLERK	851.000	215	39.00
09/17/2021	PNC	136851	PITNEY BOWES GLOBAL FIN SRV, LLC	LEASED ASSETS	983.000	258	824.25
09/17/2021	PNC	136855*#	REINDEL TRUE VALUE	SUPPLIES	752.000	258	44.99
				MATERIALS & SUPPLIES	742.000	265	221.13
				MATERIALS & SUPPLIES	742.000	267	12.98
				MATERIALS & SUPPLIES	742.000	269	67.61
				MATERIALS & SUPPLIES	742.000	690	121.37
				CHECK PNC 136855 TOTAL FOR FUND 101:			468.08
09/17/2021	PNC	136856	ROBERT HALF INTERNATIONAL, INC.	PROFESSIONAL SERVICES	801.800	215	1,221.20
09/17/2021	PNC	136857	ROSEDALE SOLUTIONS, LLC	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	260	1,475.00
09/17/2021	PNC	136858	SEWER AND WATER SPECIALIST, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	170.00
09/17/2021	PNC	136859	SHREDCORP	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	278.00
09/17/2021	PNC	136862*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	40.76
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	371	81.52
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	441	886.91
				CHECK PNC 136862 TOTAL FOR FUND 101:			1,009.19

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
 CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/21/2021	PNC	136864	US POSTMASTER	MAIL OR POSTAGE	851.000	215	800.00
09/23/2021	PNC	136865	UNITED STATES TREASURY	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	718.000	260	43.92
09/27/2021	PNC	136866	US POSTMASTER	MAIL OR POSTAGE	851.000	215	500.00
09/28/2021	PNC	136867*	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	746	100.00
09/28/2021	PNC	136868	AEW	Escrow Fee	283.100	000	302.00
				Escrow Fee	283.100	000	715.00
				CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
				CHECK PNC 136868 TOTAL FOR FUND 101:			1,117.00
09/28/2021	PNC	136870*	AMERICA'S FINEST	PROPERTY TAGS	746.000	301	26.00
				SUPPLIES	752.000	691	73.00
				CHECK PNC 136870 TOTAL FOR FUND 101:			99.00
09/28/2021	PNC	136872	APOLLO FIRE EQUIPMENT	OPERATING SUPPLIES	746.000	301	396.00
09/28/2021	PNC	136873	AXON ENTERPRISE, INC.	PROFESSIONAL DEVELOPMENT	910.000	301	750.00
09/28/2021	PNC	136875#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	81.36
				MATERIALS & SUPPLIES	742.000	269	475.99
				CHECK PNC 136875 TOTAL FOR FUND 101:			557.35
09/28/2021	PNC	136876*	CONSUMERS ENERGY	NATURAL GAS	921.000	265	651.67
				NATURAL GAS	921.000	266	113.18
				NATURAL GAS	921.000	267	34.95
				NATURAL GAS	921.000	269	114.71
				CHECK PNC 136876 TOTAL FOR FUND 101:			914.51
09/28/2021	PNC	136881	CVS PHARMACY	MEDICAL PROVIDER SERVICES	843.000	171	680.85
09/28/2021	PNC	136882	DAN ZUCHOWSKI	PROFESSIONAL DEVELOPMENT	910.000	441	112.00
09/28/2021	PNC	136883	DAVID WINOWIECKI	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/28/2021	PNC	136885	EVERDRY WATERPROOFING	RESIDENTIAL, COMMERCIAL, & INDUSTRIAL	283.100	000	348.00
09/28/2021	PNC	136886	FIRE SAVVY CONSULTANTS, LLC	ESCROW FEE	283.100	000	500.00
				ESCROW FEE	283.100	000	350.00
				ESCROW FEE	283.100	000	350.00
				ESCROW FEE	283.100	000	350.00
				CHECK PNC 136886 TOTAL FOR FUND 101:			1,550.00
09/28/2021	PNC	136887*	CITY OF FRASER	WATER	918.000	265	26.26
				WATER	918.000	265	486.89
				WATER	918.000	266	637.23
				WATER	918.000	267	26.26
				WATER	918.000	269	95.42
				WATER	918.000	690	58.10
				CHECK PNC 136887 TOTAL FOR FUND 101:			1,330.16
09/28/2021	PNC	136888	FREERS, FREERS, FREERS	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
09/28/2021	PNC	136891	HARRY HODGSON	SUPPLIES	752.000	746	39.96
09/28/2021	PNC	136892	JACKPOT PAWNSHOP	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
09/28/2021	PNC	136893	JAZZERCISE	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
09/28/2021	PNC	136894	JOE GREGORY	PROFESSIONAL DEVELOPMENT	910.000	441	112.00
09/28/2021	PNC	136895	JOHNSON CONTROLS	OTHER REPAIRS AND MAINTENANCE	934.000	266	505.16
09/28/2021	PNC	136896	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE			** VOIDED **
09/28/2021	PNC	136897	KERR ALBERT OFFICE SUPPLY	SUPPLIES	752.000	260	37.00
09/28/2021	PNC	136898	KIRK, HUTH, LANGE & BADALAMENTI	CITY ATTORNEY	801.800	210	4,174.25
09/28/2021	PNC	136899	LEE BEAUTY & GENERAL INC.	CHARGES FOR SERVICES - RECREATION	649.000	000	500.00
09/28/2021	PNC	136900	LOVE SUSHI	CHARGES FOR SERVICES - RECREATION	649.000	000	200.00
09/28/2021	PNC	136901	MACOMB COMMUNITY COLLEGE	TRAINING 302 FUNDS	910.302	301	960.00
09/28/2021	PNC	136903	MACOMB COUNTY FINANCE DEPARTMENT	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	230.00

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
 CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/28/2021	PNC	136904	MACOMB DUPLICATING COMPANY	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	136	86.29
09/28/2021	PNC	136905*	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	16.38
				MATERIALS & SUPPLIES	742.000	265	(4.34)
				MATERIALS & SUPPLIES	742.000	690	64.40
				MATERIALS & SUPPLIES	742.000	690	53.88
				CHECK PNC 136905 TOTAL FOR FUND 101:			130.32
09/28/2021	PNC	136907	MIDDLETON AUTO PARTS	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
09/28/2021	PNC	136908	MIDSTATES RECREATION	OTHER REPAIRS AND MAINTENANCE	934.000	690	83,714.19
09/28/2021	PNC	136914	PETTY CASH	SUPPLIES	752.000	441	21.79
09/28/2021	PNC	136915	PRIMA WELDING & EXPERIMENTAL INC.	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
09/28/2021	PNC	136916	PSST, LLC.	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	260	1,725.96
09/28/2021	PNC	136917	ROBERT HALF INTERNATIONAL, INC.	PROFESSIONAL SERVICES	801.800	215	1,221.20
09/28/2021	PNC	136919	CITY OF ROSEVILLE	MAIL OR POSTAGE	851.000	136	365.41
09/28/2021	PNC	136920	CITY OF ROSEVILLE	RENTALS	940.000	136	74,788.75
09/28/2021	PNC	136921	ROYAL OAK NAME PLATE CO.	SUPPLIES	752.000	215	10.00
09/28/2021	PNC	136924#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	265	120.00
				OTHER REPAIRS AND MAINTENANCE	934.000	441	300.00
				CHECK PNC 136924 TOTAL FOR FUND 101:			420.00
09/28/2021	PNC	136925	TAG TINTZ & GRAPHX LLC	CHARGES FOR SERVICES - RECREATION	649.000	000	100.00
09/28/2021	PNC	136926	THOMSON REUTERS - WEST	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	300.92
09/28/2021	PNC	136927	TRANSWORLD SYSTEMS, INC.	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	76.22
09/28/2021	PNC	136928*	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	301	333.33
09/28/2021	PNC	136930	WOW INTERNET-CABLE-PHONE	OTHER MISC COMMUNICATIONS (INTERNET)	852.000	258	2,516.18

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
09/28/2021	PNC	136931	GREENIA, CYNTHIA	CASH	001.000	000	835.00
09/30/2021	PNC	136932	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT COMPENSATION	708.000	260	71.04
Total for fund 101 GENERAL FUND							332,590.85

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET FUND							
09/28/2021	PNC	136902	MACOMB COUNTY DEPARTMENT OF ROADS	TRAFFIC SERVICES - STREETS	871.000	463	1,187.15
				Total for fund 202 MAJOR STREET FUND			1,187.15

Page 11/22

Amount

1,141.00

64,113.22

65,254.22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 210 AMBULANCE FUND							
09/08/2021	PNC	136763	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	263.21
				OPERATING SUPPLIES	746.000	301	417.24
				OPERATING SUPPLIES	746.000	301	281.62
				OPERATING SUPPLIES	746.000	301	(520.19)
				CHECK PNC 136763 TOTAL FOR FUND 210:			441.88
09/08/2021	PNC	136804*	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	301	122.04
09/17/2021	PNC	136813	ACCUMED BILLING, INC	PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,597.60
09/17/2021	PNC	136852	JASON POOLE	MEMBERSHIP FOR OCAAFI	910.000	301	25.00
09/17/2021	PNC	136853	PRAXAIR DISTRIBUTION INC	OPERATING SUPPLIES	746.000	301	316.59
09/28/2021	PNC	136878	CONWAY SHIELD	OPERATING SUPPLIES	746.000	301	4,252.53
09/28/2021	PNC	136906	MI DEPT. OF HEALTH & HUMAN	OPERATING SUPPLIES	746.000	301	688.84
09/28/2021	PNC	136928*	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	301	114.97
				Total for fund 210 AMBULANCE FUND			7,559.45

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 226 GARBAGE AND RUBBISH COLLECTION FUND							
09/17/2021	PNC	136831*#	GFL ENVIRONMENTAL USA	WASTE AND RUBBISH DISPOSAL	919.000	528	52,061.75
				RECYCLING	925.000	528	8,027.76
				COMPOSTING	926.000	528	10,665.00
				CHECK PNC 136831 TOTAL FOR FUND 226:			70,754.51
09/28/2021	PNC	136870*#	AMERICA'S FINEST	COMPOSTING	926.000	528	363.00
09/28/2021	PNC	136884*	DOHERTY, MIKE	RECYCLING	033.000	000	1.65
				Total for fund 226 GARBAGE AND RUBBISH COLLECTION			71,119.16

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
 CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
09/08/2021	PNC	136758*#	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	265	120.00
09/08/2021	PNC	136760*	AT&T	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	193.15
09/08/2021	PNC	136762	BANK'S VACUUM - SHELBY TWP	OTHER REPAIRS AND MAINTENANCE	934.000	265	33.99
09/08/2021	PNC	136767	COMCAST	OTHER MISC COMMUNICATIONS (INTERNET)	852.000	265	114.97
09/08/2021	PNC	136771*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	1,076.49
09/08/2021	PNC	136776*#	CITY OF FRASER	WATER	918.000	265	3,408.33
09/08/2021	PNC	136789	MACOMB MECHANICAL, INC	MATERIALS & SUPPLIES			** VOIDED **
09/17/2021	PNC	136814*#	AEW	OTHER REPAIRS AND MAINTENANCE	934.000	265	350.00
09/17/2021	PNC	136818	BARBARA JUNG	ESCROW - SECURITY DEPOSITS	291.000	000	510.00
09/17/2021	PNC	136821	BUDS LOCK & KEY INC	MATERIALS & SUPPLIES	742.000	265	510.00
09/17/2021	PNC	136822*#	CINTAS CORPORATION #354	OTHER REPAIRS AND MAINTENANCE	934.000	265	18.93
09/17/2021	PNC	136829	ERIC BARROWS	ESCROW - SECURITY DEPOSITS	291.000	000	555.00
09/17/2021	PNC	136830	GERALDINE MARINI	ESCROW - SECURITY DEPOSITS	291.000	000	635.00
09/17/2021	PNC	136837	JOHNSON THERMOL TEMP INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,430.00
09/17/2021	PNC	136841	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	59.98
09/17/2021	PNC	136849	PETTY CASH	OTHER REPAIRS AND MAINTENANCE	934.000	265	18.01
09/17/2021	PNC	136855*#	REINDEL TRUE VALUE	MATERIALS & SUPPLIES	742.000	265	831.73
09/17/2021	PNC	136862*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	81.52
09/28/2021	PNC	136867*#	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	265	120.00

10/04/2021 09:49 AM
User: CAROLYNN
DB: Fraser

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 09/01/2021 - 09/30/2021

Page 15/22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
09/28/2021	PNC	136876*	# CONSUMERS ENERGY	NATURAL GAS	921.000	265	388.65
09/28/2021	PNC	136887*	# CITY OF FRASER	WATER	918.000	265	3,526.29
09/28/2021	PNC	136913	OTIS ELEVATOR COMPANY	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,415.04
09/28/2021	PNC	136918	ROCKET ENTERPRISE INC	PRINTING AND PUBLISHING	934.000	265	118.00
09/28/2021	PNC	136929	WARREN PIPE & SUPPLY CO.	OTHER REPAIRS AND MAINTENANCE	934.000	265	2.87
Total for fund 270 SENIOR HOUSING							15,517.95

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 401 CAPITAL PROJECTS FUND							
09/08/2021	PNC	136777	GALLS, LLC	CAPITAL OUTLAY - PUBLIC SAFETY	972.000	301	332.43
09/28/2021	PNC	136889	GALLS, LLC	CAPITAL OUTLAY - PUBLIC SAFETY	972.000	301	3,955.41
09/28/2021	PNC	136909	MOTORCITY FLOORS AND COATINGS	DPS NEW FLOORS	972.000	301	43,590.00
				Total for fund 401 CAPITAL PROJECTS FUND			47,877.84

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
 CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
09/08/2021	PNC	136764	BWMS TRAINING	PROFESSIONAL DEVELOPMENT	910.000	526	165.00
09/08/2021	PNC	136771*	DTE ENERGY COMPANY	ELECTRIC	920.000	527	384.21
09/08/2021	PNC	136776*	CITY OF FRASER	WATER	918.000	526	16.16
09/08/2021	PNC	136779#	GREAT LAKES WATER AUTHORITY	WATER (GREAT LAKES WATER AUTHORITY)	918.500	526	111,866.58
				SEWAGE	917.000	527	4,938.30
				SEWAGE	917.000	527	4,814.66
				CHECK PNC 136779 TOTAL FOR FUND 592:			121,619.54
09/08/2021	PNC	136781#	HUNTINGTON NATIONAL BANK	INSTALLMENT PURCHASE - CAMEL 300	306.000	000	45,000.00
				INTEREST EXPENSE	992.000	527	668.25
				CHECK PNC 136781 TOTAL FOR FUND 592:			45,668.25
09/08/2021	PNC	136784	JOHN'S LUMBER	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	114.56
09/08/2021	PNC	136788	MACOMB COUNTY PUBLIC WORKS COMM	SEWAGE	917.000	527	232,667.00
09/08/2021	PNC	136796	PARAGON LABORATORIES	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	75.00
09/08/2021	PNC	136797	PREMIER SAFETY	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	56.30
09/08/2021	PNC	136807#	WHITLOCK BUSINESS SYSTEMS	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	408.87
				MAIL OR POSTAGE	851.000	526	1,044.98
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	527	408.87
				MAIL OR POSTAGE	851.000	527	1,044.98
				CHECK PNC 136807 TOTAL FOR FUND 592:			2,907.70
09/17/2021	PNC	136814*#	AEW	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	527	215.00
09/17/2021	PNC	136817	AUDIO SENTRY CORPORATION	OTHER REPAIRS AND MAINTENANCE (LIFT ST)	934.500	527	47.50
09/17/2021	PNC	136823	CONTRACTORS CONNECTION	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	221.30
09/17/2021	PNC	136832	GUNNERS METERS & PARTS, INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	4,100.00

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
09/17/2021	PNC	136838	KENNEDY INDUSTRIES INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	822.75
09/17/2021	PNC	136842*#	MAIL PLUS	MAIL OR POSTAGE	851.000	526	17.54
09/17/2021	PNC	136845#	MINI MIX, INC	OTHER REPAIRS AND MAINTENANCE	934.000	526	1,056.00
				OTHER REPAIRS AND MAINTENANCE	934.000	527	810.00
				OTHER REPAIRS AND MAINTENANCE	934.000	527	872.00
				CHECK PNC 136845 TOTAL FOR FUND 592:			2,738.00
09/17/2021	PNC	136854	PREMIER SAFETY	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	21.94
09/17/2021	PNC	136855*#	REINDEL TRUE VALUE	SUPPLIES	752.000	526	30.65
09/17/2021	PNC	136862*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	526	120.80
09/28/2021	PNC	136871	AMROCK, LLC CHASE SIX	IRRIGATION CREDIT-S	642.300	000	77.92
09/28/2021	PNC	136877	CONTRACTORS CONNECTION	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	160.00
09/28/2021	PNC	136879	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,170.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	(386.88)
				CHECK PNC 136879 TOTAL FOR FUND 592:			783.12
09/28/2021	PNC	136884*	DOHERTY, MIKE	WATER COMMODITY	642.100	000	18.96
				WATER READY TO SERVE	642.200	000	14.98
				SEWER COMMODITY	642.300	000	36.13
				SEWER READY TO SERVE	642.400	000	9.99
				METER REPLACEMENT	642.500	000	0.99
				CHECK PNC 136884 TOTAL FOR FUND 592:			81.05
09/28/2021	PNC	136887*#	CITY OF FRASER	WATER	918.000	526	43.56
09/28/2021	PNC	136890	GREAT LAKES WATER AUTHORITY	SEWAGE	917.000	527	4,938.30
09/28/2021	PNC	136922	SEWER AND WATER SPECIALIST, INC.	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	1,800.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
------------	------	---------	-------	-------------	---------	------	--------

Fund: 592 WATER AND SEWER FUND

Total for fund 592 WATER AND SEWER FUND

419,893.15

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
 CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
09/08/2021	PNC	136769	CRUISERS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	405.00
09/08/2021	PNC	136774	FISHER AUTO PARTS, INC	EQUIPMENT REPAIRS	931.000	249	91.00
09/08/2021	PNC	136775	FRASER AUTO BODY, INC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	604.49
09/08/2021	PNC	136793	MIKE'S PUMP SERVICE	EQUIPMENT REPAIRS	931.000	249	232.00
09/08/2021	PNC	136802	TAG TINTZ & GRAPHX LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	144.75
09/08/2021	PNC	136805	WARREN PIPE & SUPPLY CO.	EQUIPMENT REPAIRS	931.000	249	62.08
09/08/2021	PNC	136806	WEINGARTZ	EQUIPMENT REPAIRS	931.000	249	49.99
				EQUIPMENT REPAIRS	931.000	249	111.96
				EQUIPMENT REPAIRS	931.000	249	261.85
				CHECK PNC 136806 TOTAL FOR FUND 661:			423.80
09/17/2021	PNC	136815	ALTEC INDUSTRIES, INC.	EQUIPMENT REPAIRS	932.000	249	124.31
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	3,371.81
				CHECK PNC 136815 TOTAL FOR FUND 661:			3,496.12
09/17/2021	PNC	136834	HALT FIRE	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	863.68
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	4,307.69
				CHECK PNC 136834 TOTAL FOR FUND 661:			5,171.37
09/17/2021	PNC	136836#	HUNTINGTON NATIONAL BANK	INSTALLMENT PURCHASE-TORO GRNDMSTR 5900	306.550	000	15,183.55
				INTEREST EXPENSE	992.000	249	1,822.08
				CHECK PNC 136836 TOTAL FOR FUND 661:			17,005.63
09/17/2021	PNC	136840	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	619.00
09/17/2021	PNC	136855*#	REINDEL TRUE VALUE	EQUIPMENT REPAIRS	931.000	249	4.58
09/17/2021	PNC	136860	SPARTAN DISTRIBUTORS	EQUIPMENT REPAIRS	931.000	249	601.48
09/17/2021	PNC	136861	TRUCK & TRAILER SPECIALTIES, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	570.93
09/17/2021	PNC	136863	WEINGARTZ	EQUIPMENT REPAIRS	931.000	249	729.73

CHECK DISBURSEMENT REPORT FOR CITY OF FRASER
CHECK DATE FROM 09/01/2021 - 09/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
09/28/2021	PNC	136869	AIRGAS USA, LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	60.33
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	93.45
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	54.29
				CHECK PNC 136869 TOTAL FOR FUND 661:			208.07
09/28/2021	PNC	136880	CRUISERS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	85.00
09/28/2021	PNC	136905*#	MACOMB WHOLESALE SUPPLY	OTHER REPAIRS AND MAINTENANCE	934.000	249	329.70
09/28/2021	PNC	136910	NORTH RIVER TRUCK	EQUIPMENT REPAIRS	932.000	249	212.67
09/28/2021	PNC	136912	OSCAR W. LARSON CO.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	527.50
09/28/2021	PNC	136923	SPENCER OIL COMPANY	GASOLINE	759.000	249	6,659.61
				Total for fund 661 MOTOR POOL			38,184.51

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 SUMMER TAX COLLECTION FUND							
09/17/2021	PNC	136824	CORELOGIC CENTRALIZED REFUNDS	ALL UNDISTRIBUTED TAXES	274.000	000	3,431.87
				ALL UNDISTRIBUTED TAXES	274.000	000	4,987.84
				ALL UNDISTRIBUTED TAXES	274.000	000	2,007.00
				ALL UNDISTRIBUTED TAXES	274.000	000	2,198.15
				ALL UNDISTRIBUTED TAXES	274.000	000	1,671.30
				ALL UNDISTRIBUTED TAXES	274.000	000	4,824.76
				ALL UNDISTRIBUTED TAXES	274.000	000	4,059.22
				ALL UNDISTRIBUTED TAXES	274.000	000	3,710.74
				ALL UNDISTRIBUTED TAXES	274.000	000	1,377.65
				ALL UNDISTRIBUTED TAXES	274.000	000	3,726.43
				ALL UNDISTRIBUTED TAXES	274.000	000	2,605.27
				ALL UNDISTRIBUTED TAXES	274.000	000	3,034.19
				ALL UNDISTRIBUTED TAXES	274.000	000	4,393.30
				ALL UNDISTRIBUTED TAXES	274.000	000	2,248.79
				ALL UNDISTRIBUTED TAXES	274.000	000	3,260.73
				ALL UNDISTRIBUTED TAXES	274.000	000	3,785.13
				ALL UNDISTRIBUTED TAXES	274.000	000	6,685.61
				ALL UNDISTRIBUTED TAXES	274.000	000	2,120.42
				ALL UNDISTRIBUTED TAXES	274.000	000	2,273.20
CHECK PNC 136824 TOTAL FOR FUND 703:							62,401.60
09/28/2021	PNC	136911	OAK RIDGE MARKET	ALL UNDISTRIBUTED TAXES	274.000	000	254.12
Total for fund 703 SUMMER TAX COLLECTION FUND							62,655.72
TOTAL - ALL FUNDS							1,061,840.00

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

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



ADDITIONAL SERVICES UNDER EXISTING CONTRACT

- ☒ Services or Products in Addition to Existing Contract
☐ Optional Services or Products per Contract Terms

1. TO:

Ms. Elaine Leven	Date:	September 10, 2021
City Manager	McKA Project Name:	Fraser Mechanical Inspection Services
City of Fraser	McKA Project Mgr.:	Paul Urbiel, AICP
33000 Garfield Road	McKA Project No.:	21718
Fraser, MI 48205	Existing Contract or Fee Schedule Date:	April 17, 2017 Fraser Professional Planning Services

2. DESCRIPTION of Services or Products: (Contract section noted, if applicable):

Building Department Mechanical Inspection Services will be provided for seventy percent (70%) of all City revenues for Mechanical permits.

Inspections will be scheduled and performed on a mutually agreeable schedule.

3. AUTHORIZED FOR:

City of Fraser, Michigan
 AUTHORIZED BY:

 Signature
 Elaine Leven
 Name
 City Manager
 Title

 Date

McKenna
 (President, CM or VP Signature)

 Signature
 John R. Jackson, AICP
 Name
 President
 Title
 September 10, 2021
 Date

4. PLEASE SIGN AND RETURN TO:

Thank you.

MCKENNA
 235 E. Main St., Suite 105
 Northville, MI 48167
 Tel. (248)596-0920

memo

City of Fraser

To: Mayor and City Council
From: Elaine Leven, City Manager
Date: October 7, 2021
Re: Server Replacement

The server that we currently utilize is well past its recommended use and is in need of replacement. Following is a quote from IT Right for server replacement, including the cost of rebuilding, as well as a new battery backup with an additional battery. A representative from IT Right will be available during the meeting to answer any questions related to this item.

Recommendation is to move forward with the server replacement Option 1 – a single server solution – with a total cost of \$52,515.23. Please note that we will still have a backup of the server off site. This is a budgeted item from capital outlay account #401-258-972-000.

I.T. RIGHT

**Information Technology Solutions that
Work for Local Government**

5815 East Clark Rd Suite G
Box 160
48808 Bath
United States

Q U O T E

Number ITRQ20567

Date Oct 4, 2021

Sold To

Fraser, City - Macomb
Elaine Leven
33000 Garfield Road
48026 Fraser
United States

Phone 586-293-3100
Fax

Ship To

Fraser, City - Macomb
Elaine Leven
33000 Garfield Road
48026 Fraser
United States

Phone 586-293-3100
Fax

From The Desk Of

RAllen
855-487-4448 ext 5
rallen@itright.com

Here is the quote you requested.

Terms	P.O. Number	Ship Via
-------	-------------	----------

Line	Qty	Description	Unit Price	Ext. Price
1		Server Replacements 2021		
2		<i>*Please select an option and click Update to alter pricing.</i>		
3		Option 1 (single server solution)		
4	1	SuperServer 6049GP-TRT - Supermicro SuperServer 6049GP-TRT - 4U GPU Server - 24x 3.5" SATA - Dual 10-Gigabit Ethernet - 2000W 2+2 Redundant - 2 x Intel Xeon Gold 6258R Processor 28-Core 2.7GHz 38.5MB Cache (205W) - 12 x 32GB PC4-23400 2933MHz DDR4 ECC RDIMM - 4 x 8TB SATA 6.0Gb/s 7200RPM - 3.5" - Seagate Exos 7E8 Series (512e/4Kn) - 2 x 480GB Micron 5300 MAX Series 2.5" SATA 6.0Gb/s Solid State Drive - 8 x 1.92TB Micron 5300 MAX Series 2.5" SATA 6.0Gb/s Solid State Drive - No Optical Drive Support - Supermicro AOC-S3108L-H8IR SAS 3.0 12Gb/s 8-port RAID Controller with 2GB Cache - Intel 1-Gigabit Ethernet Server Adapter I350-T4V2 - PCIe 2.1 x4 - 4x RJ-45 - 2 x IEC320 C13 to C14 Power Cable - 16AWG - 250V/13A - 6ft / 1.8M (TAA Compliant) - Supermicro Update Manager (SUM) (OOB Management Package) - Microsoft Windows Server 2019 Standard (24-core) - 2 x Additional 4-core License for Microsoft Windows Server 2019	\$37,921.20	\$37,921.20

* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Thanks for choosing I.T. Right!

Line	Qty	Description	Unit Price	Ext. Price
		Standard - 5 x Additional 16-core License for Microsoft Windows Server 2019 Standard - 3 Year Advanced Parts Replacement Warranty (Zone 0) RAID Configuration LSI 3108 [SAS 12, 24 devices] RAID 1 (*OS) -> 2 x 480GB Micron 5300 MAX Series 2.5" SATA 6.0Gb/s Solid State Drive RAID 10 (VM Systems Arrays) -> 6 x 1.92TB Micron 5300 MAX Series 2.5" SATA6.0Gb/s Solid State Drive RAID 1 (BS&A) -> 2 x 1.92TB Micron 5300 MAX Series 2.5" SATA 6.0Gb/s Solid State Drive RAID 10 (DATA) -> 4 x 8TB SATA 6.0Gb/s 7200RPM - 3.5" - Seagate Exos 7E8 Series(512e/4Kn) ConfigID: 71034 (Optional - SELECTED)		
5		Option 2 (dual server solution)		
6	2	SuperServer 6029P-WTRT - Supermicro SuperServer 6029P-WTRT - 2U - 12x SATA - Dual 10-Gigabit Ethernet - 12x DDR4 - 1200W 1+1 Redundant - 2 x Intel Xeon Silver 4216 Processor 16-Core 2.1GHz 22MB Cache (100W) - 12 x 32GB PC4-25600 3200MHz DDR4 ECC RDIMM - 2 x 12TB SATA 6.0GB/s 7200RPM - 3.5" - Seagate Exos X16 Series FastFormat (512e/4Kn) - 2 x 480GB Micron 5300 MAX Series 2.5" SATA 6.0Gb/s Solid State Drive - 4 x 3.84TB Micron 5300 MAX Series 2.5" SATA 6.0Gb/s Solid State Drive - Broadcom MegaRAID 9361-8i SAS3/SATA 8-Port RAID Controller - 2GB Cache - PCIe 3.0 x8 - Intel 1-Gigabit Ethernet Server Adapter I350-T4V2 - PCIe 2.1 x4 - 4x RJ-45 - 2 x IEC320 C13 to C14 Power Cable - 16AWG - 250V/13A - 6ft / 1.8M (TAA Compliant) - Supermicro Update Manager (SUM) (OOB Management Package) - Microsoft Windows Server 2019 Standard (24-core) - 2 x Additional 4-core License for Microsoft Windows Server 2019 Standard - 3 Year Advanced Parts Replacement Warranty (Zone 0) RAID Configuration LSI 3108 [SAS 12, 8 ports] RAID 1 (*OS) -> 2 x 480GB Micron 5300 MAX Series 2.5" SATA 6.0Gb/s Solid State Drive RAID 10 (VM Systems Arrays) -> 4 x 3.84TB Micron 5300 MAX Series 2.5" SATA 6.0Gb/sSolid State Drive RAID 1 (DATA) -> 2 x 12TB SATA 6.0GB/s 7200RPM - 3.5" - Seagate Exos X16 Series FastFormat (512e/4Kn) ConfigID: 71035 (Optional)	\$17,557.20	\$35,114.40
7	1	Microsoft SQL Server 2019 Standard - License - 2 Core - Volume, Local Government, Microsoft Qualified - Microsoft Open License for Government - English - PC	\$3,503.73	\$3,503.73

* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Line	Qty	Description	Unit Price	Ext. Price
------	-----	-------------	------------	------------

8 Scope to replace and build the following 6 servers:

FraserCity
FraserDB
FraserSCADA
FraserDPS (Police Server)
Setup VEEAM Server
Setup Terminal Server

Day 1 - Server Prep

- Prior to going onsite
- o Create VHDs for VMs
- o Install raid management software and configure alerts
- o Create VMs and install OS
- o Setup new terminal server
- o Setup VEEAM server

Day 2 - Onsite Setup

- During Business Hours
- o Install servers onsite
- o Finish creating VMs and start initial setup
- o Start initial data copies for City Hall servers (FRASERDB and FRASERCITY)
- o Begin BSA setup
- o Handoff the new VEEAM server to backups team for configuration
- o Setup and deploy terminal server
- After Business Hours
- o Cutover BSA server (FRASERDB); BSA will be down for 2-3 hours overnight
- o Convert FRASERSCADA from VMware to Hyper-V; this will most likely involve downtime of this server. It depends on if VMware/Hyper-V conversions allow for live migrations.

- o Assess file shares and review permissions
- o Write a VBS logon script based on the existing BAT scripts

Day 3 - Migrate City File Server

- During Business Hours
- o Correct any issues following the BSA cutover
- o Ensure that BSA online and email services are functioning
- o Work on correcting file share permissions for FRASERCITY
- o Prep for cutover of FRASERCITY
- After Business Hours
- o Cutover FRASERCITY (optional 1); FRASERCITY will be offline for 2-3 hours overnight

Day 4 - City Hall Follow-up

- During Business Hours
- o Cutover FRASERCITY (option 2, disregard if we go with option 1); the server will be offline for 2-3 hours
- o Visit workstations to ensure that network drives are mapping and printers are functioning
- o Correct scanning to go to new server
- o Follow-up on any issues that users are experiencing

Day 5 - Migrate Public Safety File Server

- During Business Hours
- o Start initial data copies for FRASERDPS
- o Work with MCCI to setup LaserFiche and Alchemy
- o Assess file shares and review permissions
- o Schedule cutover window for the next day
- o Prep for cutover
- After Business Hours
- o Continue cutover prep

Day 6 - Cutover Public Safety Server

- During Business Hours
- o Cutover FRASERDPS; the server will be down for 2 hours while we complete the final file sync
- o Visit workstations to make sure that drives are mapping and printers are

* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Line	Qty	Description	Unit Price	Ext. Price
		functioning		
		o Correct scanners as necessary		
		o Work with MCCI to complete LaserFiche and Alchemy setup		
		o Follow-up on issues		
		- After Business Hours		
		o Work on file cleanup		
		o Decommission old server		
		Day 7 - Remediation		
		- During Business Hours		
		o Resolve any outstanding issues		
		o Assist users as needed		
		o Connect users to the new terminal server as needed		
		o Finish decommissioning and removing old servers from the network		
9	64	Network Consulting	\$150.00	\$9,600.00
10		20.0% Loyalty Discount		-\$1,920.00
11	1	APC by Schneider Electric Smart-UPS 2.88kVA Tower/Rack Convertible UPS - Tower/Rack Convertible - 6.30 Minute Stand-by - 120 V AC Input - 120 V AC Output - 3 x NEMA 5-20R, 6 x NEMA 5-15R, 1 x NEMA L5-30R - TAA Compliant	\$2,400.31	\$2,400.31



12	1	APC by Schneider Electric Smart-UPS X 120V External Battery Pack Rack/Tower - 120 - Sealed Lead Acid (SLA) - Hot Swappable - 3 Year Minimum Battery Life - 5 Year Maximum Battery Life	\$869.99	\$869.99
----	---	--	----------	----------



13	2	Tripp Lite Rack Mount Power Strip 120V AC - NEMA 5-15P - 12 NEMA 5-15R - 15ft RIGHT ANGLE WIDELY SPACED 1U 120V PDU	\$70.00	\$140.00
----	---	--	---------	----------

* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Please contact me if I can be of further assistance.

SubTotal	\$52,515.23
Tax	\$0.00
Shipping	\$0.00
Total	\$52,515.23

* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

memo

City of Fraser

To: Mayor and City Council
From: Elaine Leven, City Manager
Date: October 7, 2021
Re: PNC Bank Night Deposit Agreement

PNC Bank has made some recent changes and no longer works with the company that would pick up our deposits. Until (or if) we choose to contract with another company we need a system in place for making our deposits at the bank. Following is a night deposit agreement with PNC Bank to allow us to utilize their bank deposit bags and the night deposit box.

Night Deposit Agreement and/or Agreement for Deposits Without Immediate Verification



THIS AGREEMENT is made as of the _____ day of _____, _____, by and between PNC Bank, National Association (the "Bank") and _____ (the "Customer").

RECITALS:

The Customer, by initialing Section I below, desires to use the Bank's night depository facilities (the "Night Depository").

In addition, or in the alternative, the Customer, by initialing Section II below, has requested the Bank to accept for immediate deposit in its account (the "Account") at the Bank without the Bank's immediate verification, substantial amounts of currency coin and checks purported to be contained in bags or other receptacles (the "Bags") delivered to the Bank during the Bank's regular banking hours by duly authorized employees or agents of the Customer.

The Bank is willing to allow the Customer to use the Night Depository upon the terms and conditions set forth in Section I below and/or accept such deposits to Customer's Account as set forth above, subject to the terms set forth in Section II below.

ACCORDINGLY, the parties agree as follows.

I. Terms and Conditions for use of Night Depository

Initial
here

1. The Customer [which word as hereinafter used includes agent(s)] has examined the Night Depository, its operation by the Bank and the locking devices thereof, including the use of the key therefor, and hereby registers approval thereof.
2. **The Customer understands the necessity of re-opening and re-closing the Night Depository after each use thereof to determine that the pouch(es) deposited therein have actually fallen through the chute.**
3. The Customer shall report to the Bank immediately any malfunction of the Night Depository.
4. The Customer shall place in the Night Depository only money, currency, coin, checks, certificates of deposit, drafts and other instruments eligible for deposit in the Bank together with an itemized duplicate deposit slip or slips and will not place therein any property in which the Customer does not have an interest. Before placing any such items in the Night Depository, the Customer shall first enclose all such items in a special disposable pouch.
5. The Customer shall complete all information requested on the outside of the pouch.
6. Any pouch or property placed in the Night Depository during a banking day or after the close of regular banking hours shall be deemed to be received by the Bank at the opening of business on the Bank's next succeeding banking day.
7. The Customer shall not permit anyone other than duly authorized representatives to use the key for access to the Night Depository.
8. This contract creates a bailment for the benefit of the Customer only and that each use or attempted use of the Night Depository shall be at the sole risk of the Customer at all times without liability on the part of the Bank for safekeeping of pouch(es) and/or contents thereof and the Customer shall carry insurance coverage against losses to the extent deemed necessary.
9. The Bank may open the Night Depository at any time and may remove therefrom any property placed therein by the Customer, whether or not contained in a pouch. Neither the placing of any property in the Night Depository by the Customer, nor the removal therefrom by the Bank, nor both such placing and removal, shall be considered a general deposit creating the relationship of debtor and creditor between the Bank and the Customer.
10. The Bank is hereby authorized to open any pouch placed in the Night Depository by the Customer and to process the contents in accordance with its usual practice, and to accept the contents for deposit. The Bank's records indicating the contents of any pouch shall be binding and conclusive upon the Customer.
11. The Bank reserves the right to withdraw the Night Depository from use at any time, without notice, in case of emergency or need for repairs and shall not be liable for any loss resulting thereby. The Bank shall not be responsible nor liable for the operation, safety or condition of the Night Depository, or of any keys, pouches or other equipment furnished for use in connection therewith.
12. The use of the Night Depository and of the keys, pouches and other equipment furnished for use in connection therewith shall be subject to the service charges in effect from time to time according to the Bank's Schedule of Service Charges and Fees.
13. The Bank, in its sole discretion, may grant to any other person, firm or corporation permission to use the Night Depository in a manner similar to that set forth herein, and it is understood that the Bank has already granted such permission to others.
14. The right to use of the Night Depository and the equipment in connection therewith is not transferable.

II. Terms and Conditions for Deposits Without Immediate Verification

Initial
here

1. The Customer, acting through its duly authorized employees or agents, will deliver to the Bank during the Bank's regular banking hours sealed Bags containing currency, coin and checks and duplicate itemized deposit slips covering the contents of the Bags.
2. In the absence of unusual circumstances, the Bank will credit the Customer's Account on the day of delivery of the Bags in the amount set forth on the deposit slips.
3. At the Bank's convenience following delivery of the Bags, the Bank will open the Bags and count and process the contents thereof as a deposit in accordance with the Bank's customary procedures for deposits. After the contents of the Bags have been processed as a deposit, the relationship of debtor and creditor between the Bank and the Customer shall arise. If the Bank has followed its usual policies and procedures, the Bank's count of the contents of the Bags shall be binding and conclusive. If the deposited amount is different than the credit previously given, the Bank will promptly debit or credit, as the case may be, the Customer's Account for the difference. The Bank will promptly thereafter return to the Customer one of the deposit slips with discrepancies, if any, noted thereon.

4. The Bank's responsibility to it under this Agreement shall be limited to the exercise of ordinary care. Substantial compliance by the Bank with its standard procedures and policies for safeguarding coins, currency and checks shall be deemed to constitute the exercise of ordinary care. In no event shall the Bank be liable to the Customer for failure to follow any of its standard policies and procedures, if the failure is due to the occurrence of any event beyond the control of the Bank.

5. The Bank or the Customer may immediately terminate this agreement by delivering to the other party written notice of intention to do so.

WITNESS the execution hereof with the intent to be legally bound hereby.

For Corporations and Unincorporated Associations

Name of Corporation or Unincorporated Association	
By:	
Print Name	Title
By:	
Print Name	Title

For Partnerships

Name of Partnership	
By:	
Print Name	General Partner
By:	
Print Name	General Partner

Corporate General Partner

Name of Partnership	
By:	
	Name of Corporate General Partner
By:	
Print Name	Title

Individual or Sole Proprietor

Name of Individual	
Print Name	

memo

City of Fraser

To: Mayor and City Council
From: Elaine Leven, City Manager
Date: October 7, 2021
Re: SERESA Contract

We are currently operating under an extension of the SERESA Contract that expired June 30, 2021. We have not had a lapse of service and it was budgeted for the fiscal year. I could not find any record of the contract extension agreement coming before the Council for approval so I requested one. I recommend approving the agreement, with a rate of \$297,000 for services to June 30, 2022. This is budgeted and funds will come from account #101-325-801-000.

CONTRACT EXTENSION AGREEMENT

On July 1st, 2021 this contract extension agreement is entered hereto between Southeastern Regional Emergency Services Authority ("SERESA") and the City of Fraser ("Fraser") that amends the Services Agreement signed on June 14th, 2018.

Wherein said contact extension agreement expires on June 30th, 2022 and parties agree to the rate of \$297,000 for services rendered by SERESA to the City of Fraser.

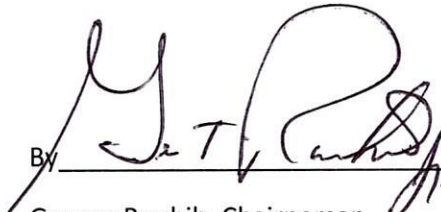
All other terms, conditions, and provisions in the Services Agreement shall remain in full force and effect and are hereby incorporated by the reference herein and are unchanged except as expressly amended hereby.

EXECUTION

SOUTHEASTERN REGIONAL EMERGENCY SERVICES AUTHORITY



Anthony Leese, Interim Director ("Clerk")

By 

George Rouhib, Chairperson

CERTIFICATION

I, Anthony Leese, Southeastern Regional Emergency Services Authority Interim Director with responsibility for performance of the clerk's functions, hereby certify that its Administrative Policy Board duly approved this Agreement and directed that its Chairperson execute it, as evidence by signature above.



Dated: 9/9/2021

CITY OF FRASER

Elaine Leven, City Manager

By _____
Michael Carnagie, Mayor of Fraser



City of Fraser
Department of Public Safety

Police-Fire-Ambulance
33000 Garfield Fraser, Michigan 48026
(586) 293-2000 Fax (586) 296-8480

October 6, 2021

To: Elaine Leven, City Manager

Re: Request for Council Approval – Patrol Car Replacement

Madam,

This request is for replacement of two (2) patrol vehicles, as outlined in the Public Safety Capital budget requests (2021-2022 budget year) submitted to former Interim City Manager Marc Thompson on January 11, 2021. The two new vehicles will replace our two oldest vehicles (both 2016 Explorers), which will be retired from the fleet and sold off at auction. Information available from Enterprise Fleet is that the window to order police interceptors from Ford will be closing in the next few weeks.

This schedule follows the practice set in place of moving all patrol vehicles to the Enterprise lease system established by former Public Safety Dir Rouhib and DPW Dir VanFlettern. The funding general ledger account will be Enterprise Fleet Management – Motor Pool 661.249.805.000

Feel free to contact me should you require anything further in the matter.

Best Regards,

Lt. David Bisby

Fraser DPS

33000 Garfield

Fraser MI 48026

bisbyd@fraserdps.com

(586)-293-2000 ext 202



Prepared For: City of Fraser, Michigan
Ragsdale, Mark

Date 09/02/2021
AE/AM AB3/JR9

Unit

Year 2022 Make Ford Model Police Interceptor Utility

Series Base All-Wheel Drive

Vehicle Order Type Ordered Term 48 State MI Customer# 328103

\$ 34,170.40 Capitalized Price of Vehicle¹
\$ 0.00 * Sales Tax 0.0000% State MI
\$ 0.00 * Initial License Fee
\$ 0.00 * Registration Fee
\$ 200.00 Other: (See Page 2)
\$ 0.00 Capitalized Price Reduction
\$ 0.00 Tax on Capitalized Price Reduction
\$ 0.00 Gain Applied From Prior Unit
\$ 0.00 * Tax on Gain On Prior
\$ 0.00 * Security Deposit
\$ 0.00 * Tax on Incentive (Taxable Incentive Total : \$0.00)

\$ 34,370.40 Total Capitalized Amount (Delivered Price)
\$ 601.48 Depreciation Reserve @ 1.7500%
\$ 128.92 Monthly Lease Charge (Based on Interest Rate - Subject to a Floor)²

\$ 730.40 Total Monthly Rental Excluding Additional Services

Additional Fleet Management

Master Policy Enrollment Fees

\$ 0.00 Commercial Automobile Liability Enrollment
Liability Limit \$0.00

\$ 0.00 Physical Damage Management

\$ 0.00 Full Maintenance Program³ Contract Miles 0
Incl: # Brake Sets (1 set = 1 Axle) 0

\$ 0.00 Additional Services SubTotal

\$ 0.00 Sales Tax 6.0000%

State MI

\$ 730.40 Total Monthly Rental Including Additional Services

\$ 5,499.36 Reduced Book Value at 48 Months

\$ 395.00 Service Charge Due at Lease Termination

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name

Exterior Color Medium Titanium Metallic

Interior Color Charcoal Black w/Unique HD Cloth Front Bucket

Lic. Plate Type Unknown

GVWR 0

Comp/Coll Deductible 0 / 0

OverMileage Charge \$ 0.0550 Per Mile

Tires 0 Loaner Vehicle Not Included

Quote based on estimated annual mileage of 20,000

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle. Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

LESSEE City of Fraser, Michigan

BY

TITLE

DATE

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

¹ Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

² Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

³ The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.



Other Totals

Description	(B)illed or (C)apped	Price
Initial Administration Fee	C	\$ 200.00
Courtesy Delivery Fee	B	\$ 200.00
Total Other Charges Billed		\$ 200.00
Total Other Charges Capitalized		\$ 200.00
Other Charges Total		\$ 400.00

VEHICLE INFORMATION:

2022 Ford Police Interceptor Utility Base All-Wheel Drive - US

Series ID: K8A

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	\$39,751	\$40,980.00
Total Options	\$-1,119.00	\$-1,190.00
Destination Charge	\$1,245.00	\$1,245.00
Total Price	\$39,877.00	\$41,035.00

SELECTED COLOR:

Exterior: YG-Medium Titanium Metallic

Interior: 96-Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
119WB	119" Wheelbase	STD	STD
425	50 State Emission System	STD	STD
43A	Rear Auxiliary Liftgate Lights	\$371.00	\$395.00
43D	Dark Car Feature	\$24.00	\$25.00
44U	Transmission: 10-Speed Automatic (44U)	NC	NC
47A	Police Engine Idle Feature	\$244.00	\$260.00
500A	Order Code 500A	NC	NC
51S	Dual (Driver & Passenger) LED Spot Lamps (Unity)	\$582.00	\$620.00
549	Heated Sideview Mirrors	\$56.00	\$60.00
59G	Keyed Alike - 0151x	\$47.00	\$50.00
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$47.00	\$50.00
60R	Noise Suppression Bonds (Ground Straps)	\$94.00	\$100.00
63B	Side Marker LED Sideview Mirrors	\$273.00	\$290.00
68G	Rear-Door Controls Inoperable	\$71.00	\$75.00
76R	Reverse Sensing System	\$259.00	\$275.00
86T	Tail Lamp/Police Interceptor Housing Only	\$56.00	\$60.00
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included	Included
96_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear	NC	NC
99B	Engine: 3.3L V6 Direct-Injection (FFV)	\$-3,243.00	\$-3,450.00
PAINT	Monotone Paint Application	STD	STD
STDAX	3.73 Axle Ratio	Included	Included
STDGV	GVWR: 6,840 lbs (3,103 kgs)	Included	Included
STDRD	Radio: AM/FM/MP3 Capable	Included	Included
STDTR	Tires: 255/60R18 AS BSW	Included	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel	Included	Included
YG_01	Medium Titanium Metallic	NC	NC

CONFIGURED FEATURES:

Body Exterior Features:

Number Of Doors: 4
Rear Cargo Door Type: liftgate
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors
Convex Driver Mirror: convex driver and passenger mirror
Spoiler: rear lip spoiler
Door Handles: black
Front And Rear Bumpers: body-coloured front and rear bumpers with black rub strip
Front Tow Hooks: 1 front tow hooks
Body Material: galvanized steel/aluminum body material
: class III trailering with harness, hitch
Body Side Cladding: body-coloured bodyside cladding
Grille: black grille

Convenience Features:

Air Conditioning: automatic dual-zone front air conditioning
Air Filter: air filter
Cruise Control: cruise control with steering wheel controls
Trunk/Hatch/Door Remote Release: power cargo access remote release
Power Windows: power windows with driver and passenger 1-touch down
1/4 Vent Rear Windows: power rearmost windows
Steering Wheel: steering wheel with manual tilting, manual telescoping
Day-Night Rearview Mirror: day-night rearview mirror
Driver and Passenger Vanity Mirror: driver and passenger-side visor mirrors
Overhead Console: mini overhead console with storage
Glove Box: locking glove box
Driver Door Bin: driver and passenger door bins
Dashboard Storage: dashboard storage
Driver Footrest: driver's footrest
Retained Accessory Power: retained accessory power
Power Accessory Outlet: 2 12V DC power outlets

Entertainment Features:

radio: AM/FM stereo with seek-scan
Speed Sensitive Volume: speed-sensitive volume
Steering Wheel Radio Controls: steering-wheel mounted audio controls
Speakers: 4 speakers
Internet Access: Fleet Telematics Modem internet access
1st Row LCD: 1 1st row LCD monitor
Wireless Connectivity: wireless phone connectivity
Antenna: integrated roof antenna

Lighting, Visibility and Instrumentation Features:

Headlamp Type: projector beam LED low/high beam headlamps
Front Wipers: variable intermittent speed-sensitive wipers wipers
Rear Window wiper: fixed interval rear window wiper with heating wiper park
Rear Window Defroster: rear window defroster
Tinted Windows: deep-tinted windows
Dome Light: dome light with fade
Front Reading Lights: front and rear reading lights
Variable IP Lighting: variable instrument panel lighting
Display Type: analog appearance
Tachometer: tachometer
Low Tire Pressure Warning: tire specific low-tire-pressure warning
Park Distance Control: rear parking sensors
Trip Computer: trip computer
Trip Odometer: trip odometer
Water Temp Gauge: water temp. gauge
Engine Hour Meter: engine hour meter

Clock: in-radio display clock
Systems Monitor: systems monitor
Check Control: redundant digital speedometer
Rear Vision Camera: rear vision camera
Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Door Ajar Warning: door-ajar warning
Trunk Ajar Warning: trunk-ajar warning
Brake Fluid Warning: brake-fluid warning

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Spare Tire Type: full-size spare tire
Spare Tire Mount: spare tire mounted inside under cargo
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st and 2nd row overhead airbag
Knee Airbag: knee airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Height Adjustable Seatbelts: height adjustable front seatbelts
Seatbelt Pretensioners: front seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Electronic Stability: electronic stability stability control with anti-roll
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints
Rear Headrest Control: 3 rear head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 5
Front Bucket Seats: front bucket seats
Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
Reclining Driver Seat: manual reclining driver and passenger seats
Driver Lumbar: manual driver and passenger lumbar support
Driver Height Adjustment: power height-adjustable driver and passenger seats
Driver Fore/Aft: power driver and passenger fore/aft adjustment
Driver Cushion Tilt: power driver and passenger cushion tilt
Rear Seat Type: rear 35-30-35 split-bench seat
Rear Folding Position: rear seat fold-forward seatback
Leather Upholstery: cloth front seat upholstery
Rear Seat Material: vinyl rear seat upholstery
Headliner Material: full cloth headliner
Floor Covering: full vinyl/rubber floor covering
Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert
Shift Knob Trim: urethane shift knob
Interior Accents: metal-look interior accents
Cargo Space Trim: carpet cargo space
Trunk Lid: plastic trunk lid/rear cargo door
Cargo Tie Downs: cargo tie-downs
Cargo Light: cargo light

Cargo Tray: cargo tray/organizer

Standard Engine:

Engine 285-hp, 3.3-liter V-6 (regular gas)

Standard Transmission:

Transmission 10-speed automatic w/ OD

To: Elaine Leven, City Manager

From: Mark Ragsdale, Public Works Superintendent

Date: September 29, 2021

Subject: Request Approval to Eliminate Residential Leaf Pick Up

Introduction:

This agenda item is a recommendation to eliminate the residential leaf pick up program.

Background:

The City of Fraser DPW has historically offered a residential leaf pick up program where residents rake all the leaves from their yard out into the street and the D.P.W. would come along and pick them up.

Discussion:

Leaf Removal Program

Every fall, the city allows residents to rake all their leaves from their yard into the street and the D.P.W. comes out and picks them up. The leaves are then taken back to the D.P.W. yard where they are dumped in piles, loaded into dumpsters, and hauled away to the landfill at the city's expense. In 2019 this program cost the city \$114,195.23 and 60% of the department's workforce for two months. In April of 2018 the City was quoted \$66,700 by GFL to pick up the extra compost/leaves, if we eliminated the leaf pick up program. I struggle with this program's existence for multiple reasons: using public funds to do private work, encouraging people to rake leaves into the street that wash into the catch basins that aren't getting cleaned which can lead to street flooding, lack of staff, and keeps the department from making other critical repairs. Most cities do not offer this service any more for these reasons. Roseville tickets their residents for raking leaves into the street. I recommend eliminating this program and developing an ordinance regarding raking leaves into the street. Bottom line is that we just don't have the staffing levels to continue this service.

Previous Staffing

In 2002 the DPW seniority list consisted of 27 full-time employees (6 of those fulltime employees were office employees, 3 of which were management) leaving 21 employees that could be utilized when providing this service. Over the last 20 years staffing has dwindled down to the current number.

Current Staffing

Currently, the DPW seniority list consists of 13 full time employees (2 management, 1 office employee). Only 10 employees to offer this non- essential program that will take away 6 out of the 10 employees for 2 months.

Establish Ordinance

I am recommending the following ordinance that was taken from the City of Hazel Park:

- **Chapter 8.45 - BLOWING GRASS CLIPPINGS AND RAKING LEAVES**
- **8.45.010 - Blowing grass clippings and raking leaves.**

It shall be unlawful to rake, place or mow fallen tree leaves or grass clippings onto the pavement or into the gutter of any public street. No person shall permit grass clippings from mower swaths to remain upon sidewalks, street pavements, gutters of any public street, or on abutting property not owned or occupied by said person. Fallen tree leaves shall not be allowed to accumulate on the property and shall be removed on or before May 15th of each year.

(Ord. No. 06-16, pt. I, 9-27-2016)

Budget Impact:

- Elimination of residential leaf pick up program would save \$47,495 per year based off 2019 cost. This does not include the savings of the time spent to clean out the catch basins due to raking leaves in the street.

Recommendations:

The Superintendent of Public Works recommends the following:

- Elimination of Residential Leaf Pick up Program
- Create ordinance against raking leaves into the city street.

To: Elaine Leven, City Manager

From: Mark Ragsdale, Public Works Superintendent

Date: September 29, 2021

Subject: Request Approval to Eliminate Residential Chipping Program

Introduction:

This agenda item is a recommendation to eliminate the residential chipping program.

Background:

The City of Fraser D.P.W. has offered a residential chipping program for many years. In the last 20 years the number of Full-Time Employees has dropped from 27 to 13.

Discussion:

Brush Chipping

Every Friday year-round, three D.P.W. employees go out and chip brush for the residents. A list is generated by the DPW Clerk and residents are charged \$35 per half hour when it cost the department \$138.47 per half hour. This equates to losing 1/3 of the departments staff 20% of the time (3 full-time employee's 8 hours per week. Even if the department increases the charges, we are not properly staffed anymore to offer this service. GFL will pick up brush for residents free of charge if it is in 4 ft bundles and tied up. So, the residents do have means of disposal. I recommend eliminating this service.

Previous Staffing

In 2002 the DPW seniority list consisted of 27 full-time employees (6 of those full-time employees were office employees, 3 of which were management). There were, 21 employees available to offer this service. Over the last 20 years it has dwindled down to the current number.

Current Staffing

Currently, the D.P.W. Seniority list consists of 13 full time employees (2 management, 1 office employees). This leaves only 10 employees to provide this service that used to be provided by a staff of 21.

Budget Impact:

- Elimination of Residential Chipping would save \$70,483.92 per year

Recommendations:

The Superintendent of Public Works recommends the following:

- Elimination of residential chipping

To: Elaine Leven, City Manager

From: Mark Ragsdale, Public Works Superintendent

Date: September 29, 2021

Subject: Request Approval to Purchase UTV for Park Maintenance

Introduction:

This agenda item is a request by the Superintendent of Public Works to purchase a Utility Vehicle with multiple attachments such as: plow, salter, broom weed killer tank and edger, to maintain City Park paths.

Background:

In the last year the City of Fraser has undergone a massive City Park upgrade project. This project includes the installation of new playground equipment, pavilions, trash cans, BBQ grills, park benches, picnic tables, and new asphalt pathways. All these new upgrades have brought more intended use to the parks, with that comes foot traffic to the pathways. Historically, these pathways have not been maintained in the wintertime, leaving the parks unusable until the snow and ice melts.

Discussion:

The D.P.W. would like to purchase a UTV that can be utilized year-round with multiple attachments such as: a plow, salter, broom, weed killer tank, and edger. This UTV would be utilized to plow and salt the park paths, drag the baseball diamonds, and fertilize, water, and weed kill grounds and flower beds. This money would come out of the \$230,000 that is budgeted for Park Maintenance.

Budget Impact:

- UTV with attachments for parks not to exceed \$55,000 (\$250,000 Budgeted this FY for parks maintenance in capital outlay).

- **Recommendations:**

The Superintendent of Public Works recommends the following:

- Approval to purchase a UTV with attachments for park paths not to exceed \$55,000 coming from GL# 401-690-972.000

To: Elaine Leven, City Manager

From: Mark Ragsdale, Public Works Superintendent

Date: September 29, 2021

Subject: Request Approval to Hire Additional Staff

Introduction:

This agenda item is a recommendation to hire additional staff to meet the department's needs.

Background:

Over the last 20 years the DPW staffing has seen a reduction in full-time workforce by over 100% - from 27 to 13 full-time employees. There has been no apparent reduction in the workload in fact the workload has increased with aging and neglected infrastructure and additional assets and state mandated programs to maintain. The pressure reducing valves has been the only infrastructure improvement recently that has slightly reduced staffing needs.

Discussion:

Previous Staffing

After doing some research, I noticed that in 2002 the DPW seniority list consisted of 27 full-time employees and 11 part-time employees, 6 of those full-time employees were office employees, 3 of which were management. Over the last 20 years, staffing has dwindled down to the current number.

Current Staffing

Currently, the DPW seniority list consists of 13 full time employees (2 management, 1 office employee, 2 Operators, 2 Operator/Inspectors and 6 Laborers) and 7 part-time employees (1 Senior Housing Manager, 1 dedicated to cleaning City Hall and 5 that take care of the City Parks, bathrooms, motor pool and senior housing). That's a difference of 14 full-time employees and 4 part-time employees. In the last 20 years the Department has lost more full-time employees than it currently has.

What Is Not Getting Done

While I believe the department needs to cut costs anyway it can, drastically reducing the workforce is not the best way to do so. The decision to go this route has had adverse effects on the City's infrastructure and assets with reduced or no preventative maintenance. This department has gone from proactive to reactive. We do not have the proper staffing levels to perform routine maintenance such as sanitary sewer main, storm drain mains, and catch basin cleaning, fire hydrant flushing, gate valve turning, fire hydrant maintenance, park equipment maintenance, building maintenance, tree trimming and removal, and retention pond and lift station maintenance. Our sewer jet rodder truck should have 2 people on it every day (weather

permitting) cleaning sewer lines or vacing out catch basins. Lift station maintenance should be done every two weeks to prevent failure that will lead to basement flooding. The Masonic Road retention pond hasn't been maintained in over 10 years, as a result it is overgrown with trees, weeds and brush.

Senior Apartment Building

In addition to our core responsibilities, DPW is responsible for the 75-unit apartment building that shows a severe lack of maintenance. This building takes up a lot of our time to our already skeleton crew, as there is not a full-time building maintenance person or even a part time maintenance person. Historically, there was a part time maintenance person performing the building maintenance at the Senior Apartment Building. This person retired in January of 2020, but the decision was made not to refill this position, due to the fact the city was intending on going with a management company to manage the senior apartment building. Currently, this building is being managed by a part- time employee that works 25 hours a week at the facility and prior to COVID -19 was working an additional 15 hours a week cleaning the senior activity center. This current practice is not sustainable of having a part-time building manager to manage 75 units and no maintenance person. The DPW spends entirely too much time pulling employees away from core responsibilities to attend to this building. I am requesting a full- time building maintenance person that is licensed in HVAC to help bring down the cost of the HVAC calls city wide, perform city wide building maintenance, particularly at the senior apartment building. Currently, the Apartment Manager works part- time working 25 hours a week. Pre-COVID she was working part-time but 40 hours a week 25 at the Senior Apartment Building and 15 cleaning the Senior Activity Center and Senior Housing. I am requesting that Kellie be hired full-time. She would not need health benefits since her husband Ron works in the D.P.W. and be paid a wage of \$18.00 per hour.

Motor Pool

The D.P.W. loses two employees every time the Police or Fire Department need to have a vehicle serviced, one employee must be dropped off to pick up the vehicle, drive it to be serviced, the other employee then must follow that employee to bring them back, only to repeat the process when the vehicle has been repaired.

Parks

In the last year the city has over gone a massive park improvement program to most of its parks. All these new assets will require additional maintenance to keep the parks looking pristine. While this is great for the community it is a burden to already short staffed D.P.W. since there are no outdoor Parks and Recreation employees to maintain the grounds and equipment. With all these new park improvements the parks paths need to be maintained. Recently, we had one of our Seasonal/part-time employees resign and one was promoted to fulltime. This left us two employees short on the grass cutting crew. I am requesting to have those two positions backfilled.

Building Maintenance/HVAC

Since January of 2019 the city has spent the following money on the following vendors to perform building maintenance:

- Johnson Thermal Temp (HVAC) \$271,701.00
- Ingersoll Mechanical (HVAC) \$15,484.77
- Macomb Mechanical (Plumbing) \$21,611.00
- Sewer and Water Specialist (Plumbing) \$2,700.00
- Kenny Sheppard (Painting Apartments) \$66,753.00

Total \$378,249.77 for 33 months (\$137,545.37 per year)

I recommend hiring a full-time maintenance person that could do all the maintenance at the Senior Center and take care of HVAC issues City wide. This person must have all certifications in HVAC, since the majority of calls stem from Senior Apartment Building.

D.P.W. Clerical Staffing

The D.P.W. clerical staff has taken on more work with each new program that is implemented. Most recently, a residential cross connection control program required by the state. The workload put on the current D.P.W. Clerk is unrealistic and needs some support. In addition, she will be able to retire next year and is a key asset to the department with a vast array of institutional knowledge. I am requesting a part -time employee to work with her to gain this knowledge before she walks out the door with it, as well as the support to get the job done on a day-to-day basis.

Efficiency Changes Made

The Public Works Superintendent is streamlining the Department's procedures to ensure maximum efficiency and concentrate on core responsibilities. The following changes have been made or are being recommended to City Council for approval:

- Tree Removal and Trimming- Prior to the current Superintendent, the Departments procedure for tree removal was to have a resident fill out a request, sign a waiver and the city would remove the tree in the right of way and pay a contractor to grind the stump, no questions asked. Since we are a Tree City USA Community, the city should only remove a tree if it is damaged, diseased, dying, or dead. By doing so this will allow our employees to be able to trim up to 20 trees for the time they were spending on removing a healthy tree at a resident's request. In addition, there is no policy or procedure to replace a tree when one is removed. I will be coming to City Council soon for request of passing tree ordinances.
- Doing private work with public funds- The Superintendent has terminated all practices (except for the leaf removal program) that use public funds to do private work (The DPW

would go out to businesses, apartment complexes, and schools and repair water main breaks on private property).

- Installation of Pressure Reducing Valves- With the installation of the three PRV's the amount of water main breaks the city accrues has been drastically reduced. Since the installation the city has not had any breaks. The true testament will yet to be seen with the winter season ahead of us.
- RFP being developed for new roof top HVAC units for City Hall.
- RFP being developed for new HVAC Maintenance contract
- New HVAC company brought in saving city money on services
- Overtime- Traditionally, two employees are on call, and both would be called in for whatever reason. Now one employee is called in and the second one will only be called if the Supervisor deems it necessary to add additional employees.
- Recommend elimination of brush pick up from private residents
- Recommend elimination of leaf removal program and development of city ordinance against raking leaves into city streets

Budget Impact:

- Part-Time D.P.W. Clerk \$22,620
- Full-Time Building Maintenance \$85,000 including benefits (will save approximately \$50,000 per year in contracted building maintenance)
- Promote Senior Apartment Manager to Full-Time (was already working 40 hours a week in the past) minimal budget impact. I am requesting a \$3.00 per hour raise for this position. So, \$6,240.00 per year difference than pre-COVID.
- Backfill 2 Vacant Seasonal/Part- Time Positions (No change to budget).

Recommendations:

The Superintendent of Public Works recommends the following:

- Hire Part-Time Clerk in D.P.W.
- Hire Full-Time Building Maintenance Person that is Certified in HVAC
- Promote Part-Time Senior Apartment Manager to Full-Time
- Fill Both Vacant Seasonal/Part- Time Positions for Mowing Parks

memo

City of Fraser

To: Mayor and City Council
From: Elaine Leven, City Manager
Date: October 7, 2021
Re: Employee Handbook

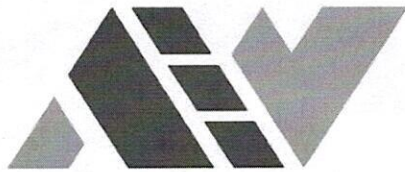
Amy Cell and her team have been working on updating the Employee Handbook to incorporate some new requirements and also make some changes. They emailed a draft copy of the Employee Handbook last month for your review. Following is a summary of the changes which include:

- Using gender neutral language
- Updating language to be more clear and concise
- Updating policies based on changes in laws
- Updating for current practices

We are seeking approval of the updated Employee Handbook. Amy Cell will be available during the meeting to discuss the changes and address any issues or concerns.

Topic Area	Pages	Update summary	Issues to discuss
Diversity, Equity & Inclusion	6, 41	Protected class language has been updated, and pronouns have been updated to gender neutral language. New section and new policy drafted.	
Part-time employees	7	Updated to a maximum of 29 hours for ACA purposes.	
Orientation period for at-will employees		Removed - this is not needed with at-will employment and can impact at-will status.	
Drug free workplace	13	Various updates to recognize changes in marijuana laws.	
Email and Internet Usage Policy	15	Significant updates.	
Cellular Phone Usage	16	Updated to include issues related to smart phones such as website surfing and use of social media.	
Conflicts of Interest	21	Expanded to include more examples.	
Telecommuting	23, 70	New policy	
Confidentiality	24	Added employee discipline as a specific example. Media inquiries directed to the City Manager.	
Compensation and merit pay adjustments	25	Simplified.	
Longevity pay		Removed - this will not be applicable to anyone outside of a CBA	
Health insurance	35	We have added language and are proposing a practice change to offering health insurance on the first day of employment. Current practice has been the month following 30 days of employment.	
Holidays	31	Day of hire removed for non union employees	
Vacation carry over	31	One week carry over added. CBAs reference "reasonable". This also supports that one week is "reasonable."	
Personal days	32	Eliminated for non-union staff	

Sick Leave & Short Term Disability		New policy drafted for non-union employees. Instead of offering a number of sick days that accrue, and getting short term disability insurance for 90 days (long term disability insurance kicks in at 90 days) We are proposing to provide employer funded salary continuation for non-union employees with appropriate documentation.	
Bereavement Leave	32	Specified for non-union employees	
Extended Leave		Removed for non-union employees	
Unapproved Leave		Removed for non-union employees	
Maternity Leave	34	Updated to Parental leave	
Pension plan	36	Updated to Retirement plan	
ADA-ADAAA policy	44	Added	
Drug-Free Workplace	48	Significantly expanded	
CDL Requirements		CDL Requirements have been removed as they are limited to a small number of people and are better addressed at the department level.	
Workplace Violence Policy	67	Strengthened	
Social Media Policy	101	New policy	



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

51301 Schoenherr Road, Shelby Township, MI 48315

586.726.1234 | www.aewinc.com

October 6, 2021

Elaine Leven, City Manager
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026

Reference: Roads Update

Dear Ms. Leven:

Below is a brief summary of the items discussed at the streets committee meeting.

Current Road Projects

- Fruehauf Resurfacing
 - Work complete with exception of punch list work on a few concrete driveways.
- Concrete Road Repair Program
 - Work is wrapping up on Regal, Sewel (east of Fraser), and Kendall.
 - Work on Sewel west of Fraser will be performed in coordination with a school break.
 - Joint sealing work to begin within the next week or two.
- Concrete Road Repair Program – Pine Ridge Joint Repair (and Masonic)
 - Work on Pine Ridge expected to begin on Monday 10/11 (weather permitting).
 - Project expected to take 3-4 days to complete.

Future Road Projects

- Klein Road (Federal Aid) – Garfield to 15 Mile
 - Preliminary engineering work complete.
 - Project to be submitted to MDOT for obligation of Federal Funds
 - Construction work planned to coincide with school summer break 2022.

Macomb Federal Aid Committee

- Call for Projects was issued for projects to be funded in federal fiscal year (FY) 2024 – 2026, with applications due to Macomb County Department of Roads on or before 11/1/21.



Elaine Leven
October 6, 2021
Page 2

- Candidate projects must be on Federal Aid Eligible road system
- Federal funding covers 80% of eligible road construction costs only. All other project related costs are the responsibility of the local agency or agencies involved.
- Candidate projects are being discussed with City administration in preparation for submittal to Macomb County.

PASER Rating Update

- Updated PASER rating was completed for City streets over the summer and new summary maps were produced.
- Current Average PASER rating for City is 4.022 on a scale of 1 to 10.
 - Down from 4.753 as of last rating in 2018
- Current breakdown of condition by road mileage as follows:
 - 10% Good (PASER 8-10)
 - 43% Fair (PASER 5-7)
 - 47% Poor (PASER 1-4)

Capital Improvement Plan Update

- Presented an analysis of projected future network conditions (Percent Good/Fair/Poor) at various road investment levels.
- Discussed the "mix-of-fixes" typically considered as options to address roads in varying conditions, and the need to apply the right fix at the right time to extend service life of roads.
- Continuing to work with City administration to develop future Capital Improvement Plan.

Please let us know if you have any questions or concerns or would like additional information related to any of our other on-going work or future work.

Sincerely,



Michael A. Vigneron, PE
Senior Project Engineer

M:\0190\0190-0307\Gen\Letters\RoadsUpdate_211006.docx