



City of Fraser

CENTENNIAL COMMUNITY

CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

MAYOR

Michael Carnegie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

**FRASER CITY COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS
33000 GARFIELD, FRASER, MI 48026
THURSDAY, SEPTEMBER 14, 2023 6:30 P.M.
As APPROVED October 12, 2023**

A regular meeting of the City of Fraser City Council was held on Thursday, August 10, 202 at 6:30 p.m. in City Council Chambers, City Hall, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

Mayor Carnegie called the meeting to order at 6:31 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Carnegie led the Pledge of Allegiance.

3. ROLL CALL OF COUNCIL MEMBERS

Present: Baranski, Blanke, Carnegie, O'Dell, Schornak

Absent: Kalka, Sutherland

Others: City Manager Leven, City Attorney DeNault, Director of Public Safety Kretzschmar, Public Works Supervisor Rob Barrett, Engineer Mike Vigneron, City Clerk Greenia

Motion by Carnegie supported by Schornak to excuse Council Member Sutherland from tonight's meeting.

AYES: Baranski, Blanke, Carnegie, O'Dell, Schornak

NAYS: None

Motion Carried

4. APPROVAL OF AGENDA

Motion by Baranski supported by Blanke to approve the agenda as presented.

AYES: Baranski, Blanke, Carnegie, O'Dell, Schornak

NAYS: None

Motion Carried

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5. CITIZEN PARTICIPATION

There was no public comment at this time.

6. CONSENT AGENDA

The following items were on the Consent Agenda for the August 10, 2023 City Council Meeting:

- a. City Council Regular Meeting Minutes August 10, 2023
- b. City Council Special Meeting Minutes July 25, 2023
- c. City Council Special Meeting Minutes July 25, 2023
- d. City Council Special Meeting Minutes August 24, 2023
- e. Election Commission Meeting Minutes June 8, 2023
- f. Planning Commission Meeting Minutes July 14, 2023
- g. Zoning Board of Appeals Meeting Minutes July 20, 2023
- h. Historical Commission September Report
- i. Historical Commission Reappointment Karen Hodges
- j. Historical Commission Reappointment Nancy Ehrke
- k. Historical Commission Appointment Marti Iwanicki
- l. AT&T Metro Act Right of Way Permit Extension
- m. Audit Engagement Letter
- n. Fraser Homecoming Parade
- o. Check Disbursements
- p. Revenue and Expenditure Report

Motion by O'Dell supported by Baranski to approve the Consent Agenda for the September 14, 2023 City of Fraser City Council meeting as presented.

Council Member Blanke wanted to thanks Karen Hodges, Nancy Ehrke and Marti Iwanicki for agreeing to (continue) to serve on the Historical Commission.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak

NAYS: None

Motion Carried

7. NEW BUSINESS

a. Flock Cameras

Director of Public Safety Kretschmar reviewed her request to purchase five (5) flock cameras. She explained what their purpose was and how they were used to help the Public Safety Department. She had spoken in front of the Fraser Public School Board and Superintendent Wozniak regarding this request. They agreed to reimburse the City for three (3) cameras. Public Safety Director Kretschmar wanted to purchase a total of eight (8) cameras with the cost of three (3) being reimbursed from the school district.

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Discussion was had on this matter.

Motion by Baranski supported by Blanke to approve the purchase of eight (8) Flock Cameras from Flock Group in an amount not to exceed \$21,000 which will include pole installation with reimbursement for three (3) of the cameras from the Fraser Public Schools.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

b. City Hall HVAC Change Order Request

City Engineer Mike Vigneron discussed the current status of the HVAC Controls Project and City Hall HVAC Roof Top Units Project.

He shared that during the work the contractor discovered some existing issues and that is why Change Order's 1 and 3 were needed for the HVAC Controls project.

The Change Order required for the HVAC RTU project was due to some new Department of Energy requirements.

Change order #2 in Project Controls was being requested because the RTU are taking far longer to be delivered than originally anticipated and there needs to be a temporary control to allow the new controls to communicate with the old units.

Motion by Baranski supported by O'Dell to approve the change order Requests No. 1 – 3 for the City Hall HVAC Controls project the amount of \$17,187.21.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Motion by Baranski supported by Schornak to approve Change Order Request No. 1 for the City Hall HVAC RTU project in the amount of \$17,945.00

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak,
NAYS: None

Motion Carried

c. Commerce Water Main Break Asphalt Replacement 34700 Commerce

Rob Barrett, DPW Supervisor was present at the meeting. He reviewed the history of this matter and explained to City Council the proposed solution. This was caused due to a very large water main break.

Motion by Schornak supported by Baranski to award a proposal for the asphalt replacement at 34700 Commerce to Asphalt Unlimited, Inc. in the amount of \$8,975.00.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

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d. Cambridge Court Change Order

City Engineer Vigneron stated they had completed the Cambridge Court Project. During the project they identified some areas that needed additional work. The original cost was \$150,020.00. The additional cost is \$10,900.44. The new total cost would be \$160,920.44 which is well under the total amount budgeted for this project of \$200,000.00.

Motion by Baranski supported by Carnagie to approve an additional \$10,900.44 in contract costs for the Cambridge Courts Pavement Maintenance Contract with Al's Asphalt Paving Co., increasing the authorized amount from \$150,020.00 to \$160,920.44.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak

NAYS: None

Motion Carried

e. 2023 Sanitary Sewer Rehabilitation Contract Award

City Engineer Vigneron reviewed that the City had budgeted an additional \$500,000 to line sanitary sewers in the City of Fraser. They are in need of repair. The contractor we have used in the past. We are still getting our best value using this contractor. He recommended approving the contract with Inliner Solutions, LLC as well as approve the construction engineering services.

Motion by Baranski supported by O'Dell to award a contract for the 2023 Sanitary Sewer Rehabilitation Program to Inliner Solutions, LLC in the amount of \$477,770.00 and authorize Anderson, Eckstein and Westrick, Inc., to provide construction engineering services in the amount of \$22,000.00 for a total estimated project cost of \$499,660.00. Review was discussed on what areas of the City would be repaired this year.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak

NAYS: None

Motion Carried

f. Fort Fraser Playground Equipment

Rob Barrett stated that this came to the City Council based on a discussion at the Special Meeting of August 24, 2023. This quote came from a meeting with Brian from Midstate to replace all of the equipment at Fort Fraser. The quote is for \$56,001.18. The slides were not included in this quote but they should have those soon. Midstate is part of the Sourcewell Group so there would need to be a motion to waive the bid process based on that fact. Discussion was had on where it might be best to put the shade.

Explanation was given to the residents as to why we did not need to perform an RFP when we use Sourcewell – the State essentially does the legwork for us in the bidding process.

Council Member O'Dell addressed the need for shading at Fort Fraser. There was \$2,000 in the City's Account that came from a fundraiser that his wife was in charge of

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as well as Fraser First had agreed to donate \$5,000 toward this cause. This \$7,000 could be added to the cost and used for shade at Fort Fraser. Perhaps Midstate could bundle that in the quote.

Motion by Baranski supported by Schornak to waive the competitive bidding process due to Midstates being part of the Sourcewell bidding cooperative.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

Motion by Baranski supported by Schornak to approve the Purchase and installation of the new playground equipment from Midstates Recreation in the amount of \$56,001.18.

Laura Lesich, 15201 Fairview, was concerned with the types of equipment that would be purchased hoping that it was more modern.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

g. Used DPW Equipment Auction

DPW Supervisor Barrett was present to discuss this item with City Council. He indicated to Council that the DPW had been cleaning up the barn and had discovered some items they no longer need/use. They had contacted Biddergy to host an online auction for them. The list of items was presented to City Council to review. Discussion was had.

Motion by Schornak supported by Blanke to declare the list of equipment and material surplus and to authorize the City Manager to sign the attached agreement with Biddergy.com.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

h. Wage Increase SMART Bus Driver

City Manager Leven stated that when the budget was adopted a raise for the SMART bus driver had not been considered. To keep him in line with what neighboring communities are paying their drivers she was recommending approval of a \$15 per hour rate.

Motion by O'Dell supported by Schornak to approve the wage increase for the **SMART** bus driver position to \$15.00 an hour.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

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i. Financial Policies

City Manager Leven addressed the policy before City Council regarding the ACH and Electronic Transfer. The current Finance Director and Audit Temp helped prepare this. It was based on a template from our Auditor and adjusted to fit the City of Fraser.

Motion by O'Dell supported by Schornak to approve the proposed City of Fraser ACH and Electronic Transactions Policy as presented to be in compliance with Public Act 738 of 2022.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

j. FY 2022-2023 Audit Status

City Manager Leven reviewed the status of the Fiscal Year 2022-2023 Audit with City Council.

As requested the FY 2022-2023 Audit was placed on this agenda for updates as to the current status. Moving forward it would be placed under Returning Business as City Manager Leven would be continuing to update City Council on this matter each month. Overall the FY 2022- 2023 Audit was progressing well. It was about 25% completed at this time.

k. Election Commission Member Appointment

Motion by Baranski supported by Schornak to appoint City Council Member O'Dell as a member of the Election Commission.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak
NAYS: None

Motion Carried

8. RETURNING BUSINESS

Nothing at this time.

9. REPORT OF CITY ADMINISTRATION

City Manager Leven reported that the City did have the movie night at Steffen's Park and there were over a hundred people in attendance.

The Public Safety Department is hosting a child seat inspection event. It will be this Saturday from 10:00 a.m. to 1:00 p.m.

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10. REPORT OF MAYOR AND CITY COUNCIL

Council Member Baranski thanked everyone for being prepared with their items before City Council. It was a very effective and efficient meeting

Council Member O'Dell stated the Fraser Lions Club would be having a Fall Family Fun Day on Saturday, October 7, 2023. He indicated he would like to discuss getting the new Lions Contract in place. Thanks to Fraser First – Sherri Stein – for donating \$5,000 to the park.

Council Member Blanke indicated her concern regarding the smoking policy at Senior Housing. She reminded everyone to check the batteries on their smoke detectors and carbon monoxide detectors. God bless everyone and God bless America.

Mayor Pro-Tem Schornak indicated the Baumgartner Museum should be open again October 1 after the repairs have been completed. There was going to be a half off barn sale on Sunday, October 1 from 9:00 a.m. to 4:00 p.m. Donations were being accepted – Christmas items – Wednesday from 5:30 to 7:30 p.m.

Mayor Carnegie stated that the Firefighter Open House is scheduled for October 8 from 12:00 p.m. to 3:00 p.m. and there would be a lot happening. They would be serving hot dogs again. On September 11, 2023 the Honor Guard was at Macomb County to commemorate the September 11 anniversary. They were heading to the State gathering tomorrow.

11. CITIZEN PARTICIPATION

Sherri Stein 18387 E. 13 Mile Road. Fraser First would have a spot at the Open House and she invited everyone to come and see them. They were also having their eighth annual Trunk or Treat at the Rams Horn on October 21, 2023 from 1 to 3 p.m.

Ken Immler, Hawk Industrial, 18500 Malyn. He was present to update City Council on the status of the Industrial Park Special Assessment District meetings with the other business owners.

Laura Lesich, 15201 Fairview discussed the Firefighters' Open House and where she could get additional information.

Kathleen Reichenbach, 15910 Sugar Maple, appeared before City Council. She discussed her concern with the status of the traffic on Utica Road. Discussion was had with City Council regarding this matter.

12. Closed Session

a. City Manager Evaluation

Motion by Carnegie supported by Schornak to enter into closed session for the purposes of conducting the City Manager's Annual Evaluation.

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ROLL CALL VOTE:

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak

NAYS: None

Motion Carried

Entered Closed Session at 7:48 p.m.

Returned from Closed Session at 8:43 p.m.

Motion by Baranski supported by Schornak to modify the terms of Elaine Leven City Manager's employment to provide for six (6) flex days and six (6) sick days rather than 12 sick days and to include a 2.5% raise.

AYES: Baranski, Blanke, Carnagie, O'Dell, Schornak

NAYS: None

Motion Carried

Council thanked City Manager Leven for all she has done for the City.

13. ADJOURNMENT

Motion by Schornak supported by Baranski to adjourn the meeting at 8:45 p.m.

AYES: Baranski, Blanke, Carnagie, O'Dell, Sutherland

NAYS:

Motion Carried

Respectfully Submitted

Cindi Greenia, Clerk
City of Fraser

Michael Carnagie, Mayor
City of Fraser