



City Manager
Elaine Leven
CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnagie
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, FEBRUARY 9, 2023 – 6:30 P.M.
AS APPROVED THURSDAY, MARCH 9, 2023**

A regular meeting of the City of Fraser City Council was held on Thursday, February 9, 2023 at 6:30 p.m. in City Council Chambers, City Hall, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

Mayor Carnagie called the meeting to order at 6:32 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Carnagie led the Pledge of Allegiance

3. ROLL CALL OF COUNCIL MEMBERS

Present: Carnagie, Kalka, O'Dell, Schornak, Sutherland

Absent: Baranski, Blanke

Others: City Manager Leven, City Attorney DeNault, Captain Gillies,
Department of Public Works Superintendent Ragsdale, City Engineer Mike Vigneron,
City Clerk Greenia

Motion by Schornak, supported by Kalka to excuse Council Members Baranski and Blanke

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

4. APPROVAL OF AGENDA

Mayor Carnagie asked to add the following items to the agenda:

- 7h. Recreation Commission Appointment
- 7i. Resolution to Combine Precincts for May 2, 2023 Special Election
- 7j. Promote to Sergeant and Hire PSO to Fill Vacancy

Motion by O'Dell supported by Schornak to amend the agenda for the February 9, 2023 City Council meeting by adding the following:

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- 7h. Recreation Commission Appointment
- 7i. Resolution to Combine Precincts for May 2, 2023 Special Election
- 7j. Promote to Sergeant and Hire PSO to Fill Vacancy

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Motion by O'Dell supported by Schornak to approve the agenda for the February 9, 2023 Fraser City Council Meeting as amended.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

5. CITIZEN PARTICIPATION

There was no citizen participation at this time.

6. CONSENT AGENDA

The following items were on the Consent Agenda for the February 9, 2023 City Council Meeting:

- a. City Council Regular Meeting Minutes January 12, 2023
- b. Planning Commission Meeting Minutes November 2, 2022
- c. Zoning Board of Appeals Minutes November 3, 2022
- d. Recreation Commission Minutes December 8, 2022
- e. Check Disbursements
- f. Revenue and Expenditure Report

Motion by O'Dell supported by Sutherland to approve the Consent Agenda for the February 9, 2023 Fraser City Council Meeting as presented.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

7. NEW BUSINESS

a. ZBA Appointments

Motion by Schornak supported by Kalka to reappoint Frank Farina to the Zoning Board of Appeals with a term end date of December 31, 2025

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Mayor Carnagie thanked Mr. Farina for his service.

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Motion by O'Dell supported by Schornak to reappoint Mark Burley to the Zoning Board of Appeals with a term end date of December 31, 2025.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Council thanked Mr. Burley for his service.

b. Engine Four (4) Equipment Purchase

Captain Gillies presented this item to City Council. He reviewed what type of equipment they were looking for and how much the request was for. Council Member Schornak asked where the funding was coming from for this purchase. Captain Gillies reviewed the cost breakdown of the project. He noted that the original ask for this was \$800,000. So far they had \$692,577 paid into the project, about \$7,500 still due to the company for mounting the equipment and the \$5,900 (approximately) he was asking for tonight. That would put the grand total at \$706,057. This money was originally from the Gambling Forfeiture Fund and that was transferred into the Public Safety Capital Outlay Account.

Motion by Schornak supported by O'Dell to authorize the Department of Public Safety to purchase \$5,979.48 in additional equipment for new Engine Four utilizing funds from the Public Safety Capital Outlay Account.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

c. Part-Time Finance Position

City Manager Leven reviewed that the request for this position was basically to fill a position that had been filled before. It had been vacant for quite some time and it was really necessary and important to have someone who could take on those responsibilities. Discussion was had to make certain this was a position that was not new but had been vacated. City Manager Leven assured them this was the case.

Motion by O'Dell supported by Sutherland to approve filling the vacant Accounting Supervisor role as presented.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

d. Commercial Cross-Connection Program

City Engineer Mike Vigneron and DPW Superintendent Ragsdale, reviewed this item for City Council. Mr. Vigneron began reviewing what was before the City Council tonight. He added that even though this RFP had been sent to 234 vendors when it was posted to BidNet there was only one vendor who submitted an RFP.

Mr. Ragsdale reviewed what the cross-connection program was about. He said that anytime drinking water is connected to non-drinking water that is what is referred to as a

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cross-connection. We have to have the proper back-flow prevention device to prevent that back-flow into the City's water supply as well as the home owner's water supply.

He indicated that at one time the City had a part-time employee who did these inspections. Discussion was had on the possibility of getting someone back in the City again who could do this rather than contracting it out. Mr. Ragsdale stated that the City would have to pay per inspection if they were to hire someone to do this.

The proposal was for a three (3) year contract for \$121,824.

Motion by Schornak supported by Carnegie to approve HydroCorp to perform the Commercial Cross-Connection service for the City of Fraser with a three (3) year contract in the amount of \$121,824.

Mayor Carnegie indicated he felt Mr. DeNault should review the contract prior to signing it.

Amended motion:

Motion by Schornak supported by Carnegie to approve HydroCorp to perform the Commercial Cross-Connection service for the City of Fraser with a three (3) year contract in the amount of \$121,824 with City's Attorney reviewing the contract prior to signing, making certain that a thirty (30) day opt out clause is in the contract.

AYES: Carnegie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

e. Fire Hydrant Renewal Program

DPW Superintendent Ragsdale explained the request he was making to purchase 23 new EJ Conversion Fire Hydrants. The City was responsible for maintenance of 824 fire hydrants. He would like to purchase some this year and is planning on budgeting funds for next year to purchase more. The type of fire hydrant he was recommending to purchase was much easier to install than the older types.

He wanted to order them now as they would take a while to be delivered to the City. Currently they were about eight (8) weeks out from order to delivery.

Replacement of fire hydrants was needed because the standards have changed for what the Fire Department is required to use and needs. They were also more economical to repair if needed.

Motion by O'Dell supported by Schornak to approve the purchase of 23 new EJ Conversion Fire Hydrants from EJ as submitted in the amount of \$87,545.86.

AYES: Carnegie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

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f. Senior Activity Center Roof Top Unit Replacement

Mr. Ragsdale shared that one of the nine (9) rooftop HVAC units at the Senior Activity Center had failed. It needed to be replaced. The funding would come out from the Building and Grounds Fund.

Discussion was had on possibly using some CDBG monies. City Manager Leven stated that CDBG funding could not be used this year but maybe next year we could apply for

CDBG funding. Mr. Vigneron stated that approximately five (5) years ago CDBG funding did cover the replacement of two (2) HVAC units at the Senior Activity Center. Council Member Kalka suggested that we apply for CDBG funding to replace additional HVAC units next year.

Motion by O'Dell supported by Kalka to approve \$19,800 for the replacement of HVAC Unit #8 at the Senior Activity Center and that Ingersoll Mechanical be awarded the contract to do so.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

g. Catch Basin Rehabilitation

Mr. Ragsdale reviewed this item for City Council. He shared that approval of this item has the potential to save the City quite a bit of money. He was planning on budgeting money for additional catch basin rehabilitation in next years' budget. He then explained how the catch basins fail and how the rehabilitation would work.

Rehabilitation of a catch basin would cost \$400 each where as if they wait until the catch basin needs repair it could cost approximately \$3,600. The City has 1,563 catch basins. In a study performed by AEW it was revealed that of those 1,563 catch basins 277 were failing.

He was asking for approval of \$50,000 for this purpose in this fiscal year and \$75,000 in next fiscal year's budget. Discussion was had as to where this money was being budgeted and how long it would take them to take care of this project. The contract was a "unit price" contract. The reason Mr. Ragsdale was asking for approval of the expenditure for not only this year's budget but also next year's budget was so that he could lock in the unit cost now.

Motion by Carnagie supported by Schornak to approve, at the cost of \$400 per unit, rehabilitation of catch basins.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland
NAYS: None

Motion Carried

Further discussion was had.

Mayor Carnagie rescinded the motion with Schornak rescinding her support.

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Motion by Carnagie supported by Schornak to approve a contract with Havener Tech to perform rehabilitation of 125 catch basins at \$400 per unit in the FY 22/23 and to perform rehabilitation on 187 catch basins at \$400 per unit in the FY 23/24 as submitted.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

h. Recreation Commission Appointment

Council Member Sutherland noted that she had the opportunity to meet Jacob Rice and was present for his interview with the Recreation Commission. After the interview the

Commission unanimously agreed to recommend him for appointment.

Motion by Sutherland supported by Schornak to appoint Jacob Rice to the City of Fraser Recreation Commission with a term ending December 31, 2025.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

i. Resolution to Combine Precincts for May 2, 2023 Special Election

City Clerk Greenia explained that they recently were made aware that Fraser Public Schools had placed a question on the ballot for the May 2, 2023 Election date. She was asking City Council to approve a resolution that would authorize her to combine precincts 3 and 5 into one precinct and precincts 6 and 7 into one precinct. This would reduce the amount of required staffing as well as equipment and supplies. Council Member Kalka asked if we would be required to notify any voters that they may be voting at a different location based on these precincts being combined. Clerk Greenia stated that since 3 and 5 were located in the same building and precincts 6 and 7 were located in the same building no voters would need to go to a different location to vote.

Motion by O'Dell supported by Kalka to adopt Resolution #2023-03 authorizing the City Clerk to combine precinct 3 and 5 and precincts 6 and 7 for the May 2, 2023 Special Election.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

j. Promotion to Sergeant and Hire PSO to Fill Vacancy

Captain Gillies stated that on February 2, 2023 Sergeant Paull submitted his formal resignation. This caused a vacancy in the Sergeant position and if a Sergeant is hired from the current list an opening for a PSO will be created. There is currently one (1) person on the list that could take the Sergeants position.

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Discussion was had on the current list and applicants for PSO.

Motion by Sutherland supported by Carnagie to approve Captain Gillies' request and authorize promoting of a PSO to the rank of Sergeant and to hire a PSO to fill the vacancy created by that promotion.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

8. RETURNING BUSINESS:

a. Street Committee Update

Mike Vigneron stated that back in November City Council had given AEW approval to review some options for repairing the roads and sidewalks in the City. These options had been presented to the Street Committee in January. The Committee had agreed on a plan they would like to move forward with and the next step was to meet with the Bond Counsel. This meeting was to get an idea what the project funding would look like to fund a project in the Industrial District and a project for the remainder of the City to address roads and sidewalks.

The Committee gained consensus around initiating an SAD for the Industrial District Project and also starting to prepare the preliminary funding options for the remainder of the City.

Motion by Kalka supported by O'Dell to direct the City Manager to initiate the preliminary proceedings required pursuant to Section 24-4 of the City Ordinance for a Special Assessment to improve the roads in the Industrial District

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

Motion by Kalka supported by O'Dell to direct the City Manager to obtain detailed financial projections and scenarios from the City's financial advisor related to a bond proposal to address roads and sidewalks for the remainder of the City.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

Discussion of other road projects in Fraser ensued.

9. REPORT OF CITY ADMINISTRATION

City Manager Leven reviewed the following items with City Council:

Congratulations to Sergeant Paull on his retirement. Thanks to City Council for approving addressing the vacancies.

The budget worksheets were sent out to Department Heads for their review and preparation.

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We were not selected as a SPARK Grant recipient in this round of grants. The next round dates would be announced soon.

We are behind with the audit and hopefully the auditors will be out the week of February 27, 2023. We are doing everything we can to move this forward. We are still waiting for the Pension Actuarial to get the required documents to the City.

10. REPORT OF MAYOR AND CITY COUNCIL

Council Member O'Dell reminded everyone that this Saturday was the Blue Jean Ball. Tickets were no longer being sold. It should be a great time. Happy Valentine's Day to all.

Council Member Sutherland indicated that the Recreation Commission meeting on Tuesday was very productive. She was encouraged with the new Commission Member and also with the hiring of a full-time director. The Library Board to her knowledge is still planning on moving forward. She knows that City Council had requested a meeting with them for information gathering. She asked about meetings that she had heard about for this. Mayor Pro-Tem Schornak said that she and City Council Member Baranski were meeting with two (2) members of the Library Board that were friends to just get their view on the issue. She also asked about what Plan B was for the tower at Somerset Park? Happy Valentine's Day to all.

Council Member Kalka wished everyone a Happy Valentine's Day to everyone. She then stated that she felt the City Council should start thinking about infrastructure and planning for repair and replacement. Council Member O'Dell suggested that maybe the City should look into hiring a grant writer for various types of grant funding.

Mayor Pro-Tem Schornak said the Historical Commission was having their Open House on March 5, 2023. They were also having a Pre-Easter sale and they have jewelry for sale. Mayor Carnegie mentioned that the cable boxes were in bad shape. He would like to know who to contact to get them back in the correct position. The Honor Guard was asked to present at the Fraser Hockey Team the Motor City Rocker's game. Attending one of these hockey games is a very good night out for families.

11. CITIZEN PARTICIPATION

Deanna Reiner, 15569 Luxemburg agreed that the cable boxes are in bad shape. She had tried to get in touch with someone to take care of them and no one would take responsibility. She then asked if we could get some information regarding the cross-connection program on the website.

Laura Lesich, 15204 Fairview was happy that Council approved Jacob Rice's appointment to the Recreation Commission. There were still two (2) open seats. She thanked everyone involved in getting a new Recreation Director. Fraser First Booster Club was awarded a grant for a Communication Board. Thanks to everyone who helped with the Blue Jean Ball.

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12. ADJOURNMENT

Motion by Kalka supported by Sutherland to adjourn the meeting at 8:05 p.m.

AYES: Carnagie, Kalka, O'Dell, Schornak, Sutherland

NAYS: None

Motion Carried

Cindi Greenia, Clerk
City of Fraser

Michael Carnagie, Mayor
City of Fraser