

CALL TO ORDER:

Mayor Pro-Tem Erickson called the Regular City Council Meeting to order at 7:00 p.m. She led the Pledge of Allegiance.

ROLL CALL:

Council Members Present: Sue Erickson, Dave Hunsaker, Tony Stoker, Tim Kangas , and Jim Lancaster

Council Members Excused: Mayor Rundborg and Sheryl Strouse

STAFF:

Lisa Grysen, Police Chief Larry Jerue, Daniel Coss, Rich Miller, and Dan Matson

AUDIENCE:

Adam Falkowski, C2AE

APPROVAL OF AGENDA:

Motion by Hunsaker, seconded by Stoker and carried by unanimous vote of the Council that **the agenda be approved as presented.**

SPECIAL AGENDA ITEMS:

None

APPROVAL OF MINUTES:

Motion by Hunsaker, seconded by Kangas and carried by unanimous vote of the Council **to approve the minutes from the June 21, 2011 Regular City Council Meeting as presented.**

PUBLIC COMMENTS:

None

CITY ADMINISTRATORS REPORT:

Daniel Coss, City Administrator, gave an update on the following:

MEDICAL MARIHUANA COMMITTEE ORDINANCE

Enclosed in your packet is a draft ordinance for your review for governing Medical Marihuana in the City of DeWitt. The draft ordinance has been reviewed and recommended to City Council by the Medical Marihuana Committee. Once an agreed ordinance is developed the City will begin the ordinance amendment process.

SANITARY SEWER COLLECTION SYSTEM

Rich and I will be updating the council on the Sanitary Sewer Collection System. If you could bring your report to the meeting that would be helpful.

NEGOTIATIONS:

An administrative judge has been agreed upon by both our attorney and the union's attorney, Kathleen Opperwall will be presiding over the Fact Finding. Dates are being worked on by both sides, but it appears that something may get scheduled in September 2011.

FARMER BUILDING:

The application and payment has been submitted to the state, title work has been ordered and we are continuing to work with Clinton County on a possible assessment grant.

DOWNTOWN TREES:

As you are aware the trees have been removed and the stumps have been taken care of. The DDA is planning on replacing the trees and are reviewing several tree varieties as possible replacements.

GRANT PROPOSALS:

We are anticipating a decision by the end of July on the LED Lighting Grant through the State of Michigan. A representative for the Electric Car Charging Station performed a site visit on Thursday June 30 and we should be hearing something definitive in the next 2-3 weeks.


DDA AMENDMENTS

The DDA is in the process of looking at amending the district boundaries and development plan. The DDA has been considering purchasing a parcel of property outside the district to convert to a public parking lot. The property is located on the corner of Franklin and Jefferson. This item will be on an upcoming agenda, tentatively scheduled for the July 19 City Council meeting.

MML DIVIDENDS

The MML has advised us that as a member of the MML Insurance Pool we will be receiving a dividend for approximately \$5,000.00 this year.

DATES TO REMEMBER:

JULY	
4 	Independence Day – City Offices Closed
5	Council Meeting 7:00 pm
7	Trash Pick will be Thursday, July 7 th due to the 4 th of July Holiday
10	DeWitt Millennium Garden Club/Chamber of Commerce Garden Walk and Art Fair
12	DDA 7:30 am
12	Movies In the Park – Dusk Feature: <i>How to Train Your Dragon</i>
19	Council Meeting 7:00 pm
19	SCCMUA 5:30 pm
26	Movies In the Park - Dusk Feature: <i>Raiders of the Lost Ark</i>
28	Planning Commission 7:00 pm
29	The DeWitt Chamber of Commerce Golf Outing-Royal Scot Golf

OLD BUSINESS:

None

NEW BUSINESS:

1. 2010-2011 Fiscal Year Budget Amendments:

The City typically amends its operational fund budgets twice per year to account for changing circumstances, emergencies and priorities over the course of the fiscal year.

The City Administrator proposed the budget amendments for 2010-2011 fiscal year. He included the details for each fund, including line items. The current approved budget (January amended), the proposed additional amendments, and final amended budget are all shown for your review and consideration. Summarized by fund, the budget amendments are as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Surplus(Deficit)</u>
General	\$2,741,089	\$2,595,746	\$ 165,389
Cemetery Perp. Care	\$ 10,100	\$ 750	\$ 9,350
Pub. Improv/Bldg	\$ 130	\$ 4,635	\$ (4,505)
Major Street	\$ 186,450	\$ 208,670	\$ (22,220)
Local Street	\$ 150,900	\$ 280,750	\$ (129,850)
DDA	\$ 116,800	\$ 82,253	\$ 34,547
Building Dept.	\$ 38,211	\$ 33,915	\$ 4,296
Drug Law Enf.	\$ 2	\$ 1,000	\$ (998)
Water & Sewer	\$ 591,006	\$ 610,050	\$ (19,044)
Motor Pool	\$ 201,900	\$ 184,750	\$ 17,150
Special Donations:	\$ 400	\$ 1,787	\$ (1,387)

General Fund Revenues: The overall anticipated year-end revenues are projected to be \$20,229.00 higher than the January budget amendments. Notable areas of added revenues were state revenue sharing and miscellaneous revenues (namely, reimbursements). Interest earnings, interest on savings and dividends are down.

General Fund Expenses in the following departments were adjusted. Not all line-items are commented upon, but the major changes are summarized as follows:

Increases:

- City Council – slight increase of \$860.00 due to salaries.
- Elections – only one election held in FY 2010-11.
- Fire – Increase of \$2,500 for Professional Services
- Tree Commission – increase due to more tree replacements

Decreases:

- Administrator – reduction in expenses from change in personnel
- Retiree Health – slight reduction of \$1,500.00
- Elections – less than anticipated due to fewer elections
- Assessor – slight reduction \$294.00
- Clerk/Treasurer – reduction due to part-time employee starting after the beginning of the fiscal year
- City Hall Grounds – reduction of \$72,800 from the Capital Outlay line item
- Safety Training – slight decrease \$550.00
- Police – decrease is mainly due to less for health/dental premiums (\$22,000)
- Planning – decrease in professional services and conference/travel
- Public Services – decrease of \$8,700 mainly due to lower than anticipated health/dental premiums
- Parks Facilities – primarily due to less Capital Outlay, Professional Services and reduced insurance costs

- Recreation – reduction of \$1,000.00

No changes:

- Cable TV

The other funds are proposed for adjustment for the following reasons:

Cemetery Perpetual Care – more revenues came in than anticipated from lot sales, and expenses were lower than anticipated due to not performing capital improvement projects.

Major and Local Streets Revenues – Major Streets is slightly down due to less being collected for Special Assessments (\$4,300) and interest earnings are down slightly. Local Street revenue came in slightly higher (\$1,900) than expected due to collection of Special Assessment revenue.

Major and Local Street Expenses – Due to the heavy winter, nearly every line item for winter maintenance is up in both Local and Major Streets. Routine maintenance is up. Capital projects were up due to the paving that was done last summer. Local Street capital projects were put in with FY 2010-11 in order to have sufficient funds for cost-effective paving, which is the primary reason for the increase.

Downtown Development Authority – no detail has been provided in this report, but the DDA Board previously approved their budget amendments (summarized above) at their June 2011 meeting.

Public Improvements/Public Buildings – Revenues were down due to low interest rates. Expenses were lowered as sidewalks were repaired using concrete lifting rather than slab replacement.

Building Department – Permit revenues were up due to unanticipated (but welcome) building permits. Inspections expenses for AGS increased accordingly.

Drug Law Enforcement – no revenues due to poor interest earnings. Expenses included the purchase of one new taser and various firearm related equipment.

Water & Sewer Fund – The increase in revenue and expenses are primarily due to the grant that SCCMUA received that was passed through the city. The grant was for energy efficiency upgrades at the clean water facility, approximately \$78,000.00. Quarterly billing revenue came in as expected and interest earnings are slightly less than anticipated.

Motor Pool – Revenues were slightly down due to low interest earnings and rental from Major and Local Streets. Expenses were down, mainly due to lower salary and lower-than-anticipated fringe benefit costs.

Special Donations Fund – Some unanticipated revenues came in late in the fiscal year for DARE. The primary expense in this fund was for All-Kids Playground and DARE.

Motion by Lancaster, seconded by Hunsaker and carried by unanimous vote of the Council to **approve the proposed amendments to the FY 2010-11 Budget and authorize the Treasurer to make the necessary adjustments to the financial statements.**

2. Worker's Compensation Fund – Board of Trustee's:

The City subscribes with the Michigan Municipal League (MML) for worker's compensation insurance. The MML program is a pool comprised of municipalities, authorities etc. As a pool, municipal officials can seek election on the MML's Board of Trustees. There are five incumbent Trustees that have agreed to seek re-election.

Motion by Lancaster, seconded by Stoker and carried by unanimous vote of the Council **to direct the City Administrator to cast the City's vote for the five incumbent candidates for the five positions on the Michigan Municipal League Worker's Compensation Fund to be submitted by August 22nd, 2011.**

3. Amend Street Closure for Ox Roast:

Due to some safety concerns by Chief Jerue, he has recommended the following amendments to the street closures for Ox Roast, August 17-20 2011. The amendment does not alter road closure locations, but moves the closing time from Friday at 8 a.m. to Thursday at 5:30 p.m. for the two locations.

ORIGINAL FESTIVAL REQUEST

<u>Streets</u>	<u>Between</u>	<u>Time/Date to be Closed</u>
Bridge	Main to Jefferson	Noon, Wednesday, August 17
Jefferson	Franklin to Scott	Noon, Wednesday, August 17
Bridge	Main to Washington	8:00 am, Friday, August 19
Bridge	Jefferson to Madison	8:00 am, Friday, August 19
Main	Scott to Bridge	8:00 am, Friday, August 19

AMENDED FESTIVAL REQUEST

Main	Scott to Franklin	5:30 pm, Thursday, August 18
Bridge	Main to Washington	5:30 pm, Thursday, August 18

Motion by Lancaster, seconded by Stoker and carried by unanimous vote of the Council **to amend the street closure schedule for the Ox Roast due to safety concerns by Chief Jerue.**

4. Committee Vacancy – Citizen Appointment:

The following citizen is being recommended to fill the remainder of the vacant Board of Director's seat with the DDA. The position is a vacancy due to the resignation of Kris Kramer in October 2010.

DDA		Term Expires
Kim Lawrence	1605 Waxwing Drive	01/15/13

Motion by Lancaster, seconded by Hunsaker and carried by unanimous vote of the Council **to approve the committee assignment, as recommended by Mayor Rundborg.**

5. City of DeWitt Annual Sanitary Sewer Report:

Rich Miller, DPS Supervisor and Daniel Coss, City Administrator, briefly discussed the 2011 annual sanitary sewer report.

Motion by Hunsaker, seconded by Stoker and carried by unanimous vote of the Council **to receive and place on file the City of DeWitt Sanitary Sewer Report for 2011.**

COUNCIL/STAFF REPORTS:

None

ADJOURNMENT:

Motion by Hunsaker, seconded by Lancaster and carried by unanimous vote of the Council that **this meeting be adjourned at 8:17 p.m.**

Respectfully submitted,

Lisa M. Grysen
City Clerk-Treasurer

Susan Erickson
Mayor Pro-tem