



CITY COMMISSION MEETING MINUTES

City Hall, 125 South Maple Street, Fennville, MI 49408
Monday, August 3, 2020
7:00 p.m.

MINUTES

1. Call to Order by Mayor Pro-tem Suerth at 7:00 p.m.

Present: Almquist, Bolles, Jamros, Hayden, Machan, Suerth
Absent: Pantelleria

2. Pledge of Allegiance

Pledge of Allegiance was recited.

3. Approval of Agenda

Approval of Agenda as presented.

4. Public Comments

None at this time.

5. Approval of the following City Commission Minutes:

- a. Regular Meeting: July 20, 2020

Moved by Suerth, seconded by Machan, to approve the minutes of July 20, 2020 as presented.
Voted Yes: All. Motion carried.

6. Reports & Minutes

UNFINISHED BUSINESS

7. The City Commission will continue discussion on the recommendation from the FAFB to appoint a Fire Chief.

Machan reported Paul Hapke has scheduled the necessary officer training to be completed by the end of December, and the other officers in the department will attend as well. Chief Andry is expected to resign by mid-September. Discussion of the concerns of liability expressed by the City Attorney. Discussion of the existing contracts between the City and the FAFB.

Moved by Machan, seconded by Suerth, to accept the recommendation of the FAFB to appoint Paul Hapke as Fire Chief. Voted Yes: Jamros, Hayden, Bolles, Machan, Suerth; Voted No: Almquist. Motion carried.

Dan Jenkins, Water System Operator in Charge, addressed the Commission and Paul Hapke (in attendance). An emergency situation occurred in the City earlier in the evening involving a vehicle hitting a fire hydrant, and Jenkins encountered obstacles trying to gain access to the scene including being detained by the Fire Department.

8. The City Commission will be asked to continue discussion on the proceeds from the sale of the old City Hall building.

Background Information: Last month the City Commission briefly discussed the possibility of paying of the loan for the new City Hall building with the proceeds from the sale of the old City Hall building. There were a few questions that the Commission had regarding the loan and investment options.

A copy of the installment purchase agreement was circulated. The loan has an interest rate of 3.79% for 15 years. There is no penalty for early pay off of the loan.

Shortly after the meeting the Mayor and City Administrator had an opportunity to speak with the City's Financial Advisor about paying off the loan or keeping it in a "rainy day fund". Based on the current economic situation and the uncertainty of how the pandemic may affect property tax values in the next couple of years, the Financial Advisor said that they would hold on to the money in a rainy day fund for at least the next 2 years to see how the values are affected. If at that time things remain stable, he suggested we consider paying off the loan at that time.

City Administrator Morgan advised the Commission that the City would lose \$2,000 by choosing to pay the loan of at this time, instead of in 14 years at the term end. Hayden would like more information; item tabled.

NEW BUSINESS

9. The City Commission will be asked to consider approving FY2020 budget adjustments.

Background Information: The City Commission is being asked to approve the final set of budget adjustments for FY2020. These adjustments are being made to correct any departmental overages and delays in construction starting. A summary of the notable changes is as follows:

General Fund

- Dept 000 Revenues – Increased due to sale of former City Hall building and additional PPT reimbursement received.
- Dept 101 City Council - increase due to additional attorney expenses.
- Dept 301 Police – increase due to additional part time employee expenses due to the pandemic, additional maintenance on the old cruiser and additional uniform expenses.
- Dept 445 Drains – Decreased due to project start being delayed until next fiscal year.
- Dept 866 Spring Clean Up – Decreased because no clean up being held due to the pandemic.

Major & Local Streets

- Dept 463 Routine Maintenance – Decreased due to project start being delayed until next fiscal year.

DDA

- Dept 000 General – Decreased due to project start being delayed until next fiscal year.

Water & Sewer

- Dept 100 Water Revenue – Decreased due to project start being delayed until next fiscal year.
- Dept 110 Water Operation - Decreased due to project start being delayed until next fiscal year.
- Dept 120 & 220 Water & Sewer Administration – Both increased due to engineering expenses related to infrastructure projects.

Moved by Hayden, seconded by Machan, to approve the FY2020 budget adjustments as presented. Voted Yes: All. Motion carried.

10. Reports of Standing Committees:

- a. Finance/Personnel: Major Fund Cash Balance report given by the City Administrator.
- b. City Services (Police, Ambulance & Fire): Fire Dept ran 25 call for the last month with a 5 minute 24 second average response time. Discussion of budget adjustments to the FY20 Budget.

Machan moved, seconded by Jamros, to move funds from the 702 Wages Cost Center to other cost centers as presented [730, 735, 740, 910, 920] in the amount of \$4005.10. Voted Yes: All. Motion carried.

A part-time Police officer has been hired and Chief Rekucki is seeking a grant from ConAgra to purchase new AEDs for the police vehicles. Life EMS is now the Ambulance service for the Fennville area and the City is working with Life to complete some repairs to the Ambulance building.

- c. City Properties: Parking places have been reserved for the ambulance service by the Ambulance building.
- d. Ordinances/Community Relations: No report.
- e. Planning: Public Hearing will be on 8/11/20.
- f. Administrative/DDA: The DDA will meet on 8/5/20; Goose Festival has been cancelled for 2020.

11. Miscellaneous

None.

12. City Administrator Report

The Public Meeting for the Planning Commission on 8/11/20 can be attended virtually, as well as in-person; the topics of medical marijuana, housing placement on lots, and storage facilities will be discussed. On 8/17/20 from 3-6:00pm there will be an open house at the park to discuss the masterplan. On 8/21/20 from 9-6:00 pm and 8/22/20 from 9-3:00pm there will be the City clean-up for residents; four dumpsters will be placed in the DDA parking lot.

13. Approval of Bills – Totaling \$3,012.27

Moved by Machan, seconded by Bolles to approve payment of the bills in the amount of \$3012.27. Voted Yes: All. Motion carried.

14. Adjournment

Meeting adjourned at 8:46 p.m.

Respectfully submitted,

Deborah Perez
Clerk/Treasurer