

The Crosswell City Council met in Regular Session April 19, 2010, at the William Aitkin Memorial Library, 111 N. Howard Ave., Crosswell, MI. Mayor McMillan called the meeting to order at 7:30 P.M.

Present: M. McMillan, M. Willis, J. Geiger, L. Krawczyk, R. Butler

Administration: City Administrator Dave Tait, City Clerk Suzanne Dobson, Police Chief Dave Hall

Guests: Police Officer Randy Willis, Bob Armstrong, Kim Hartman, Nick Letwinski, Cindy Fockler

I. **PLEDGE OF ALLEGIANCE:**

- II. **APPROVAL OF MINUTES** from the Regular Council Meeting of March 29, 2010. Butler moved to approve the minutes of March 29, 2010 as presented, second by Krawczyk. Motion Carried.

III. **PUBLIC COMMENTS:**

None

IV. **APPROVAL OF AGENDA:**

Add after Accounts Payable, Closed Session for pending lawsuit.

Butler moved to approve the agenda as amended, second by Krawczyk. Motion Carried.

V. **PUBLIC HEARING – PROPOSED ORD. #315 – ELECTRIC INSPECTIONS:**

Willis moved to open the public hearing for proposed ordinance #315 Electric Inspections at 7:31 p.m., second by Butler. Motion Carried.

The proposed ordinance #315 will turn the Electric Inspections over to Sanilac County.

Mayor McMillan asked for any questions or comments regarding proposed Ordinance #315.

VI. **CORRESPONDENCE:**

- a. Human Development Commission – Annual Luncheon: Receive and file.

VII. **BOB ARMSTRONG – WMIC – ACTIVITY GUIDE:**

Bob Armstrong presented the WMIC Activity Guide for 2010. The cost is the same \$1,099 as the last 3 years.

Willis moved to approve the \$1,099.00 for the advertising in the WMIC Activity Guide for 2010, second by Butler. Motion Carried.

VIII. **ADMINISTRATOR'S REPORT:**

- Crane has been removed from Black River Rd.
- Transformer Grant deadline is May 25<sup>th</sup>

**IX. COUNCIL MEMBER REPORT:**

- A. McMillan: 1. Community Garden; 2. Attended MML Capital Conference, very informational.
- B. Willis: No report
- C. Geiger: 1. New residents need to understand the days for garbage and recycling; 2. Grass mowing letters. Ans: they have been sent out.
- D. Krawczyk: 1. Telephone lines being buried – Comcast and AT&T.
- E. Butler: 1. Vehicle across from hotel on Ward st.; 2. Davis St. – who mows the dip?

**X. UNFINISHED BUSINESS:**

None

**XI. NEW BUSINESS:**

- a. Proposed Ordinance #315 – Electric Inspections:
  - 1. Close Hearing: Willis moved to close the public hearing for proposed ordinance #315 at 7:44 p.m., second by Geiger. Motion Carried.
  - 2. Adoption of Ordinance #315

Butler moved to adopt Ordinance #315 to repeal Ordinance #207 and transfer responsibility for the administrator and enforcement of its Electrical code to the County of Sanilac under the provisions of the State Construction Code Act of 1972 (Act 230 of the Public Acts of 1972, as amended), second by Willis.

Roll Call Vote: Butler, yes; Willis, yes; Geiger, yes; Krawczyk, yes; McMillan, yes. 5 yeas, 0 nays. Motion Carried.

ORDINANCE No. 315  
TRANSFER OF  
ELECTRICAL CODE INSPECTION

An ordinance to repeal City of Croswell Ordinance No. 207 and transfer responsibility for the administration and enforcement of its Electrical code to the County of Sanilac under the provisions of the State Construction Code Act of 1972 (Act 230 of the Public Acts of 1972, as amended).

The City of Croswell Ordains:

Section 1. Pursuant to the provisions of Section 8b(7) of the State Construction Code Act of 1972, as amended, the City of Croswell hereby transfers responsibility for the administration and enforcement of its Electrical Code provisions to the County of Sanilac.

Section 2. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 3. his ordinance shall be effective immediately upon legal publication, in accordance with provisions of the Act governing same.

Section 4. The provision of this ordinance shall be included and incorporated in the Code of Ordinances of the City of Croswell, as an addition or amendment thereto, and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

Certification

I, Suzanne Dobson, Clerk of the City of Croswell, do hereby certify that Ordinance No. 315 was adopted by the City of Croswell Council at a regular meeting of the City Council held at the Wm. Aitkin Memorial Library on the 19<sup>th</sup> day of April, 2010.

Vote on this ordinance,   5   members being present, was as follows:

AYES: Butler, Willis, Geiger, Krawczyk, McMillan

NAYS: \_\_\_\_\_

Further certify that said Ordinance No. 315 adopted by the City of Croswell Council on the 19<sup>th</sup> day of April, 2010, was published once in The Jeffersonian, a paper published in Sanilac County and circulated in the City of Croswell, on the 25<sup>th</sup> day of April, 2010, this being the first and final day of publication of this ordinance.

\_\_\_\_\_  
Suzanne Dobson, CMC  
City Clerk

\_\_\_\_\_  
Michael McMillan, Mayor

- b. Fire Dept. Officers Confirmation: Geiger moved to confirm the following officers for the Croswell Fire Dept.: Steve Bales, Fire Chief; Rob Bennatts, Asst.; Jeff Butler, Captain and Todd Thibodeau, Lieutenant, second by Butler. Motion Carried.
- c. Police Dept. – Presentation of Lieutenant Promotion: Police Chief Dave Hall presented Croswell Police Officer Randy Willis with his Lieutenant bars.
- d. Sanilac Economic Alliance – Contribution: Sanilac Economic Alliance has presented the City of Croswell with a contribution invoice of \$3,700.00. After discussion of services and reviews throughout the year the Council will make a small contribution at this time and review at a later date.  
  
Butler moved to approve a \$500 contribution to the Sanilac Economic Alliance, second by Krawczyk. Motion Carried.
- e. Swinging Bridge Festival – Solicit funds: Request to solicit funds on the designated city corners on June 5<sup>th</sup> from 8:00 a.m. to 4:00 p.m. for the Swinging Bridge Festival.

Geiger moved to approve the soliciting of funds for the Swinging Bridge Festival for June 5, 2010 from 8:00 a.m. to 4:00 p.m., second by Willis. Motion Carried.

- f. Water Deposit – Tri-County Bank: Tri-County Bank now owns 5348 Peck Rd. This address is outside the city limits and the city supplies water to the building. The past water deposit was \$1,000, due to the Laundromat be in operation. It is no longer in operation and would like a lower water deposit until sold.

Willis moved to approve the deposit of \$250 for Tri-County Bank at 5348 Peck Rd., second by Geiger. Motion Carried.

- g. Assessor Bids: Receive 3 bids:  
Barbara Cutcher, Clyde Twp., MI - \$13,968

Kenneth Wimmer, Port Sanilac, MI  
One year @ \$11.00 per parcel, or  
Two years @ \$10.50 per parcel, or  
Three years @ \$10.00 per parcel  
STC or MTT Hearings \$24.00/hr plus mileage

Art Schlichting, Port Sanilac, MI - \$14,400

Waiting for recommendation from the Treasurer.

Willis moved to table until the May 3, 2010 agenda, second by Geiger. Motion Carried.

- h. Copier Bids: Receive 4 bids:

**Standard Office Supply, Port Huron, MI**

- Copystar 2560B - \$4,725
  - Copystar 3060B - \$5,274
- |           |   |                                     |
|-----------|---|-------------------------------------|
| Service – | 1 <sup>st</sup> yr. 0.0075 cents per copy | \$75 – based on 10,000 copies/month |
|           | 2 <sup>nd</sup> yr. 0.0085                |                                     |
|           | 3 <sup>rd</sup> yr. 0.0089                |                                     |
|           | 4 <sup>th</sup> yr. 0.0095                |                                     |
|           | 5 <sup>th</sup> yr. 0.0099                |                                     |

**Kerr Albert Office Supply, Port Huron, MI**

- Sharp MX-M363N MFP
    - \$5,818          2/500 + 3500 sheet tray
    - \$5,508          4/500 sheet trays
    - \$5,170          2/500 sheet trays
    - \$6,801          2/500 +3500 sheet tray + saddle stitch/folder
- Service - .006 per copy    \$60 – based on 10,000 copies/month

**Ikon Office Solutions, Novi, MI**

- Ricoh MP3351 - \$4,301      2 tray w/tandem large capacity tray  
Service \$80.00/month based on 10,000 copies per month

**American Output, Almont, MI**

- Canon Imagerunner 3235i - \$9,300
- Copystar CS 420i - \$7,864  
Service - \$100/month for 10,000 copies – overage billed at \$.01 per page

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Per our current copy count with Kerr Albert we average 10,000 per month.

Lease agreements are the same, make monthly payments and pay \$1 at the end, monthly payments come out higher than buying.

If Council is in approval of pricing we request to demo the Sharp from Kerr Albert and the Copystar from Standard. We already had a demonstration on the Ricoh from Ikon. I have put \$10,000 in City Hall 2010/2011 budget for proposed purchase.

Willis moved to table bids while demos are brought in, second by Butler. Motion Carried.

- i. Designation of Street Administrator – Resolution: Butler moved to appoint Mark Vincent as the City of Crosswell Street Administrator, second by Willis.

Roll Call Vote: Butler, yes; Willis, yes; Geiger, yes; Krawczyk, yes; McMillan, yes. 5 yeas, 0 nays. Motion Carried.

- j. Final Pay – Robert Young: Geiger moved to approve the final pay for Robert Young for the amount of \$19,230.27, second by Butler.

Roll Call Vote: Geiger, yes; Butler, yes; Krawczyk, yes; Willis, yes; McMillan, yes. 5 yeas, 0 nays. Motion Carried.

- k. Dept. of Public Works Supervisor: Council reviewed the job description for the Dept. of Public Works Supervisor.

Education – add valid Michigan Driver License; CDL license; Clean driving record; within two years obtain Class S-3 Water Distribution License;

Ability to gain responsibility of OSHA rules; Perform intense labor duties; Working Supervisor.

Discussion of wages to be held during budget portion of meeting.

- l. 2009-2010 Wages:
  1. EMS:

2. City Supervisors:
3. City Administrator:

2009/2010 Wages to be discussed after 2010/2011 Budget Session.

XII. **PUBLIC COMMENTS**

Cindy Fockler questioned the appointment of Charter Committee Members and their voting powers; Minutes on the web site;

Ans: Meetings for the Charter amendments will be posted at City Hall; minutes are submitted to the Librarian to be added to the website.

XIII. **APPROVAL OF ACCOUNTS PAYABLE:**

Geiger moved to approve the Accounts Payable for the amount of \$315,502.36 and the bills be paid, second by Willis. Motion Carried.

XIV. **CLOSED SESSION – PENDING LAWSUIT:**

Willis moved to go into closed session for pending lawsuit discussion at 8:20 p.m., second by Butler.

Roll Call Vote: Willis, yes; Butler, yes; Geiger, yes; Krawczyk, yes; McMillan, yes. 5 yeas, 0 nays. Motion Carried.

Willis moved to adjourn from Closed Session at 8:50 p.m., second by Butler. Motion Carried.

XV. **2010/2011 BUDGET SESSION:**

Discussion was held on the following issues:

- DPW Supervisor – offer Mark Vincent the position
- Lawn mowers – buy 1; sell 4
- DPW Backhoe – not to purchase
- Evaluations of Dept. Heads – City Administrator has completed these.
- Evaluation of City Administrator – forms will be sent out and would like to have back before the May 3<sup>rd</sup> meeting.
- Eliminate Supervisor's taking vehicles home, unless authorized by the City Administrator.

1. 2009-2010 Wages:

i. EMS:

ii. City Supervisors:

McMillan moved to approve at 1.5% increase for all Department Heads retroactive to January 1, 2010, second by Geiger.

Roll Call Vote: McMillan, yes; Geiger, yes; Krawczyk, no; Butler, no; Willis, no. 2 yeas, 3 nays. Motion Denied.

Further discussion was held regarding the EMS Director and the Electric/Water Supervisor.

Butler moved to approve a 1.5% increase for the City Clerk, City Treasurer, Wastewater Supervisor, Dept. of Public Works Supervisor and the Police Chief. Retroactive to January 1, 2010, and the City Administrator to negotiate a contract with the EMS Director and the Electric/Water Supervisor, second by McMillan.

Roll Call Vote: Butler, yes; McMillan, yes; Willis, yes; Krawczyk, yes; Geiger, yes. 5 yeas, 0 nays.  
Motion Carried.

McMillan moved to approve a 1.5% increase for the EMS full time employees retroactive to January 1, 2010, second by Butler.

Roll Call Vote: McMillan, yes; Butler, yes; Willis, yes; Geiger, yes; Krawczyk, yes. 5 yeas, 0 nays.  
Motion Carried.

Willis moved to approve a 1.5% increase for the Department Heads excluding the EMS Director, the Electric/Water Supervisor and the City Administrator for the fiscal year July 1, 2010 to June 30, 2011, second by Butler.

Roll Call Vote: Willis, yes; Butler, yes; Geiger, yes; Krawczyk, yes; McMillan, yes. 5 yeas, 0 nays.  
Motion Carried.

- iii. City Administrator: Evaluation to be performed by the May 3, 2010 meeting.

**XVI ADJOURNMENT:**

With no further business Mayor McMillan adjourned the meeting.

Meeting adjourned at 10:25 p.m.

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Suzanne Dobson, CMC  
Crosswell City Clerk

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Michael McMillan, Mayor