

The Croswell City Council met in Regular Session June 6, 2011, at the William Aitkin Memorial Library, 111 N. Howard Ave., Croswell, MI. Mayor McMillan called the meeting to order at 7:30 P.M.

Present: M. McMillan, M. Willis, L. Krawczyk, R. Butler (7:35 p.m.)

Absent: J. Geiger

Administration: City Administrator John Espinoza, City Clerk Suzanne Dobson

Guests: Jon Lusher, Ed McLane, Al Bartley, Jerry Cook, Kim Hartman, Jeffersonian Reporter Margaret Whitmer

I. **PLEDGE OF ALLEGIANCE:**

- II. **APPROVAL OF MINUTES** from the Regular Council Meeting of May 16, 2011  
Krawczyk moved to approve the minutes of May 16, 2011 as presented, second by Willis.  
Motion Carried.

III. **PUBLIC COMMENTS:**

None

IV. **APPROVAL OF AGENDA:**

Krawczyk moved to approve the agenda as presented, second by Willis. Motion Carried.

V. **PUBLIC HEARING – PROPOSED ORDINANCE #318 & MILLAGE RATE:**

Hearing was held open from the May 16, 2011 Council meeting due to the millage rate not being available.

The 2011 millage rate for the City of Croswell will be 18.2357. This is the same as 2010.

Mayor McMillan asked for any questions regarding the millage rate or the 2011/2012 proposed budget.

Hearing will be held open.

VI. **CORRESPONDENCE:**

- a. County General Development Plan – Public Hearing: Receive and file.
- b. Sanilac Co. Prosecuting Attorney Office – Thank you to Police Dept.: Receive and file.

Butler arrived at 7:35 p.m.

VII. **ADMINISTRATOR'S REPORT:**

No report

VIII. **COUNCIL MEMBER REPORT:**

- A. McMillan: No report
- B. Willis: No report

- C. Geiger: Absent
- D. Krawczyk: Building on Wells St.
- E. Butler: No report

IX. **UNFINISHED BUSINESS:**

a. Close Public Hearing:

Mayor McMillan asked if there were any questions or comments regarding the 2011 millage rate or the 2011/2012 proposed budget.

Willis moved to close the Public Hearing for the 2011 millage rate and the 2011/2012 proposed budget, second by Butler.

Roll Call Vote: Willis, yes; Butler, yes; Krawczyk, yes; McMillan, yes. 4 yeas, 0 nays, 1 absent.  
Motion Carried.

1.Millage Rate: The City of Croswell General Fund Operating millage rate for 2011 is 18.2357.

Butler moved to set the 2011 General fund Operating millage rate at 18.2357, second by Krawczyk.

Roll Call Vote: Butler, yes; Krawczyk, yes; Willis, yes; McMillan, yes. 4 yeas, 0 nays. 1 absent.  
Motion Carried.

2.Ordinance #318

Krawczyk moved to adopt Ordinance #318 City of Croswell Budget for Fiscal Year 2011/2012, second by Butler.

Roll Call Vote: Krawczyk, yes; Butler, yes; Willis, yes; McMillan, yes. 4 yeas, 0 nays, 1 absent.  
Motion Carried.

CITY OF CROSWELL  
ORDINANCE NO. 318  
BUDGET FOR FISCAL YEAR 2011-2012

An Ordinance for the purpose of a bdtget adoption and tax rate setting for the fiscal year 2011-2012 ( July 1, 2011 through June 30, 2012)

THE CITY OF CROSWELL ORDAINS:

SECTION I: General Fund Valuation, Millage Revenues and Expenditures. City Combined taxable value for general operations: \$44,680,311

General Fund Operating Millage 18.2357 mills.

GENERAL FUND

Revenues:

Taxes	664,446.00
Permits	1,500.00
State & Intergovernmental	490,318.00
Fire Service	24,180.00
Cemetery Service	19,500.00
Police Service	4,250.00
Service Fees	108,700.00
Interest	1,200.00
Rent	17,000.00
Other	2,000.00
Transfer In	85,000.00
TOTAL:	1,418,094.00

Expenditures:

General Government	317,865.00
Legislative	24,840.00
Public Safety	626,187.00
Public Works	338,336.00
Cemetery	46,771.00
Recreation	62,670.00
TOTAL:	1,416,669.00

SECTION II

Major Streets Fund

Revenues:

Intergovernmental - Act 51	136,305.00
Interest	1,000.00
TOTAL:	137,305.00

Expenditures:

Administration	15,087.00
Maintenance	95,876.00
Construction	15,880.00
TOTAL:	126,843.00

SECTION III

Local Streets Fund

Revenues:

Taxes	72,525.00
Intergovernmental - Act 51	45,777.00
Interest	5,000.00
TOTAL:	123,302.00

	Expenditures:		
		Administration	28,727.00
		Maintenance	61,250.00
		Construction	18,000.00
		TOTAL:	107,977.00
SECTION IV	Economic Development Corp. (EDC) Fund		
	Revenues:		
		Principle & Interest	1,000.00
		Rent	900.00
		TOTAL:	1,900.00
	Expenditures:		
		Operating	650.00
		TOTAL:	650.00
SECTION V	Downtown Development Authority (DDA) Fund		
	Revenues:		
		DDA Tax	79,385.00
		Other Revenue	700.00
		TOTAL:	80,085.00
	Expenditures:		
		Administration	75,700.00
		TOTAL:	75,700.00
SECTION VI	Tax Increment Finance Authority (TIFA) Fund		
	Revenues:		
		TIFA Tax	216,916.00
		Interest	3,000.00
		Rent	24,600.00
		TOTAL:	244,516.00
	Expenditures:		
		Administration	5,553.00
		Capital Outlay	50,000.00
		TOTAL:	55,553.00
SECTION VII	Ambulance		
	Revenues:		
		Ambulance Service	385,000.00
		Contract Fees	114,230.00
		Interest	300.00

Other	600.00
Fund Balance	6,887.00

TOTAL:	507,017.00
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Expenditures:

Administration	213,917.00
Operations	293,100.00

TOTAL:	507,017.00
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SECTION VIII

Electric Fund

Revenues:

Electric Services	2,948,700.00
Interest	59,000.00
Additional Sales Tax	37,000.00
Other	20,000.00
Fund Balance	253,469.00

TOTAL:	3,318,169.00
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Expenditures:

Wholesale Electricity	2,170,000.00
Operations	986,839.00
Generation	26,600.00
Transfers Out	134,730.00

TOTAL:	3,318,169.00
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SECTION IX

Wastewater Treatment Plant

Revenues:

Wastewater Services	661,000.00
Special Assessments	1,070.00
Interest	1,700.00
Fund Balance	145,497.00
TOTAL:	809,267.00

Expenditures:

Bonds & Interest	169,589.00
Operations	639,678.00
TOTAL:	809,267.00

SECTION X

Water Fund

Revenues:

Water Service	266,400.00
Interest	8,100.00
Special Assessment	1,070.00
Fund Balance	121,256.00

TOTAL:	396,826.00
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	Expenditures:		
		Operations	243,826.00
		New Line Construction	153,000.00
		TOTAL:	396,826.00
SECTION XI	Dept. of Public Works Equipment Fund		
	Revenues:		
		Equipment Rental	104,800.00
		Interest	1,000.00
		Sale of Fixed Assets	500.00
		TOTAL:	106,300.00
	Expenditures:		
		Administration	22,771.00
		Maintenance	44,500.00
		TOTAL:	67,271.00
SECTION XII	Perpetual Care Fund		
	Revenues:		
		Investment Earnings	3,200.00
		Rent & Sales	13,980.00
		TOTAL:	17,180.00
	Expenditures:		
		Maintenance	2,000.00
		TOTAL:	2,000.00
SECTION XIII	Synopsis of Funds		
		Revenues	Expenditures
	General Fund	1,418,094.00	1,416,669.00
	Major Streets Fund	137,305.00	126,843.00
	Local Streets Fund	123,302.00	107,977.00
	EDC Fund	1,900.00	650.00
	DDA Fund	80,085.00	75,700.00
	TIFA Fund	244,516.00	55,553.00
	Ambulance Fund	507,017.00	507,017.00
	Electric Fund	3,318,169.00	3,318,169.00
	Wastewater Fund	809,267.00	809,267.00
	Water Fund	396,826.00	396,826.00
	D.P.W. Equipment Fund	106,300.00	67,271.00
	Perpetual Care Fund	17,180.00	2,000.00
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		7,159,961.00	6,883,942.00

Vote on this ordinance, 4 members being present was as follows:

AYES: Krawczyk, Butler, Willis, McMillan

NAYS:

ABSENT: Geiger

Further certify that said Ordinance No. 318 adopted by the City of Croswell Council on the 6th day of June, 2011, was published in Sanilac County and circulated in the City of Croswell, on the 12th day of June, 2011, this being the first and final day of publication of this ordinance.

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Suzanne Dobson, CMC  
Croswell City Clerk

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Michael McMillan, Mayor

X. **NEW BUSINESS:**

- a. Gielow Properties – Utility Deposit: Request to waive the utility deposit fee for Gielow Properties located at 381 Melvin.

Butler moved to waive the utility deposit for Gielow Properties located at 381 Melvin St., second by Krawczyk. Motion Carried.

- b. Polishing Pond/Sludge Removal Bids: Received 2 bids.

**BioTech Agronomics, Inc., Beulah, MI**

Biosolids Removal and Land Application a lump sum of \$20,300

Development of Residuals Management Plan - \$4,800

Mobilization and Demobilization - \$3,000

Total - \$28,100

**Synagro, Lansing, MI**

Biosolids Removal and Land Application - \$.049/gallon based on 500,000 gals. = \$24,500

Development of Residuals Management Plan - \$1,500

Mobilization and Demobilization - \$3,250

Total - \$29,250

WWTP Supervisor Dave Steele recommended awarding the bid to BioTech Agronomics, Inc. for the amount of \$28,100. There will also be additional costs for land applying the sludge removal.

Butler moved to accept the bids and to award the contract to BioTech Agronomics Inc. for the amount of \$28,100, second by Willis. Motion Carried.

- c. 2011 Cros-Lex Summer Recreation Program: Cros-Lex Summer Recreation Program cost to the city would be \$1,592.00. If the city does not participate the city residents would have to pay \$10 per activity.

Willis moved to approve the agreement for the 2011 Cros-Lex Summer Recreation Program for the amount of \$1,592.00, second by Krawczyk. Motion Carried.

d. Sewer Surcharge – Schedule Public Hearing – Proposed Ord. #319: Willis moved to schedule a public hearing for Proposed Ordinance #319 Sewer Surcharge for Industrial, Commercial or Institutional Establishments for June 20, 2011 at 7:30 p.m., second by Butler. Motion Carried.

e. MERS – Retirees – Cost of Living: Discussion was held with retirees in attendance regarding the cost of living increase for 2012. The city needs pay for a supplemental evaluation to determine the cost and that cost must be paid up front for the retirees to receive the designated percentage.

Cost for the valuation is \$250 and Council needs to designate the percentage of the increase.

Discussion on a spread from 1% to 2%. Clerk stated that MERS would not give a spread increase, but will verify with them.

Willis moved to approve the cost of \$250 for a Retiree Cost of Living Valuation for 2012 at 1%, 1.5% and 2%, if one percentage to be chosen it shall be 1.5%, second by McMillan. Motion Carried.

f. Sewer Repair & Replacement Fee – Resolution: This resolution pertains to rental units with one meter but have more than one unit.

Krawczyk moved to approve Sewer Repair & Replacement Fee Resolution #06-06-2011, second by Willis. Motion Carried

RESOLUTION  
SEWER REPAIR & REPLACEMENT FEE  
#06-06-2011

Krawczyk moved and Willis seconded a motion that a Resolution is passed as follows:

WHEREAS, the City of Croswell Council adopted an Ordinance to regulate and establish fees for sewer service, being Ordinance Number 257, on June 3, 1991,

WHEREAS, pursuant to said Ordinance the City of Croswell Council adopted Resolution #05-02-2011-01 on May 2, 2011 to establish a \$ 5.00 flat Sewer Repair & Replacement fee to be billed to all Sewer Users. Fees to be deposited into the Repair and Replacement Fund to ensure sufficiency of revenues in meeting operation, maintenance and replacement costs, as well as debt service. Rate shall become effective July 1, 2011.

WHEREAS, Rental units that have one account for sewer with more than one rental unit will be billed for each individual rental unit beginning January 1, 2012.

WHEREAS, this will give the landlords notification time to adjust their annual budgets.

NOW THEREFORE, BE IT RESOLVED, that the \$5.00 flat Sewer Repair & Replacement fee for rental units that have one account for sewer with more than one user/unit will be billed an additional \$5.00 Sewer Repair & Replacement fee for each user/unit effective January 1, 2012.

CERTIFICATION

I, Suzanne Dobson, Clerk of Croswell, do hereby certify that Resolution #06-06-2011 was adopted by the City of Croswell at a Regular meeting of the City of Croswell Council held at the William Aitkin Memorial Library on the 6<sup>th</sup> day of June, 2011.

Vote on this Resolution, 4 members being present was as follows:

AYES: Krawczyk, Willis, Butler, McMillan

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

ABSENT: Geiger

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Suzanne Dobson, CMC  
City Clerk

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Michael McMillan, Mayor

XI. **PUBLIC COMMENTS**

Kim Hartman – Vacant neighbor home lawn; Sidewalk in front of home.

XII. **APPROVAL OF ACCOUNTS PAYABLE:**

Amendments to the Accounts Payable as follows – Miscellaneous – Commercial Club change from \$6,390.00 to \$500.00; Croswell Motor Parts change from \$511.06 to \$112.34.

Willis moved to approve the amended Accounts Payable for the amount of \$242,368.83 and the bills to be paid, second by Krawczyk. Motion Carried.

XIII. **ADJOURNMENT:**

With no further business Mayor McMillan adjourned the meeting.

Meeting adjourned at 8:07 p.m.

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Suzanne Dobson, CMC  
Croswell City Clerk

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Michael McMillan, Mayor