

The Crosswell City Council met in Regular Session December 1, 2014, at the Crosswell Community Center, 124 N. Howard Ave., Crosswell, MI. Mayor McMillan called the meeting to order at 7:30 P.M.

Present: Michael McMillan, Mary Willis, John Geiger, Rob Butler, Cindy Fockler

Administration: City Administrator Sam Moore, City Clerk Suzanne Dobson

Guests: Gina Burton & Daughter, Denise Slone, Shelly Olinger, Jeremy McClellan, Ted McLachlan, Duane Maskell, Amy Repp, Amy Wolf, Sara Soule, Scott Young, Gayla Todd, Katie Barrett, Todd Boswell, Cathy Watson

I. **PLEDGE OF ALLEGIANCE:**

- II. **APPROVAL OF MINUTES** from the Regular Council Meeting of November 17, 2014
Geiger moved to approve the minutes of November 17, 2014 as presented, second by Butler. Motion Carried.

III. **PUBLIC COMMENTS:**

None

IV. **APPROVAL OF AGENDA:**

Add under New Business item e. City Administrator Disciplinary Action.

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

V. **CORRESPONDENCE:**

None

VI. **ADMINISTRATOR'S REPORT:**

- E.D.C. recording of Articles of Incorporation
- Met with Pastor of Wesleyan Church – will have a meet and greet of non-profit groups
- Thank you to the Gleaners for the Christmas Parade

VII. **COUNCIL MEMBER REPORT:**

- A. McMillan: Thank you to Gleaners for festivities
- B. Willis: No report
- C. Geiger: E.D.C. they were not filed. Ans: The State and the County do not find the Articles of Incorporation from 1979
- D. Butler: No report
- E. Fockler: Who said she gave direct order in October; Mr. Todd and Mr. Peck email of 10/3/14 of job status; Railings on back porch of Community Center still wobbly; Personnel Policies and Committee; Blight Issues receive a quarterly update; Meeting dates for Master Plan; City Administrator Evaluation – April 2015

VIII. **UNFINISHED BUSINESS:**

None

IX. **NEW BUSINESS:**

- a. **IPAD Procurement:** City Administrator recommended purchase of iPad and accessories not to exceed \$750.00.

Discussion was held on the microphones, the resolution of the picture, the memory of the iPad, battery life, comparing iPad to iPad mini.

Willis moved to table for further comparison until the next meeting, second by McMillan. Motion Carried.

- b. **EDC & TIFA appointments:**

Willis moved to approve the appointment of Keith Kalso - term expiring December, 2017 Bill Johnson - term expiring December, 2016 to the Economic Development Corporation and Mike McMillan - term expiring January 2017 to the Tax Increment Finance Authority, second by Fockler. Motion Carried.

- c. **Audit Corrective Action Plan - Resolution:**

Received letter from the Dept of Treasury for correction action plan regarding the June 30, 2014 audit.

Willis moved to adopt Resolution #12-01-2014 Audit Correction Action Plan for fiscal year ending June 30, 2014, second by Butler.

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

Resolution #12-01-2014
AUDIT CORRECTIVE ACTION PLAN

The City Council of the City of Croswell, Sanilac County, Michigan, hereby resolves to adopt the following corrective action plan (CAP).

WHEREAS, the City of Croswell fiscal year audit of 2014 has been reviewed by the State of Michigan Local Audit and Finance Division and has identified issues on the auditing procedures report (APR);

WHEREAS, there were reported deficiencies included with the audit report.

NOW, THEREFORE BE IT RESOLVED, the City proposes corrective action as follows for each item noted by the State of Michigan Local Audit and Finance Division as follows:

18. Auditors recommend adjusted journal entries and prepare the audited statements.

Corrective action – this has been reviewed by the management and City Council and the City believes it is in its best interest to make no changes. The City reviews the audit work, reports and AJE's from the auditors and believes that the City management and Council is capable of understanding the work done and accepting responsibility for the results.

CERTIFICATION

I, SUZANNE DOBSON, City Clerk of Crosswell, do hereby certify that Resolution #12-01-2014 was adopted by the City of Crosswell at a Regular meeting of the City of Crosswell Council held at the Crosswell Community Center on the 1st day of December, 2014.

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

AYES: Willis, Butler, Geiger, Fockler, McMillan

NAYS: _____

Suzanne M. Dobson, CMMC
Crosswell City Clerk

Michael McMillan, Mayor

d. Council Pay:

Council Pay presented for the total amount of \$4,800 for the 2014 meeting year.

Fockler moved to approve the Council Pay for the total amount of \$4,800, second by Willis.
Motion Carried.

e. City Administrator Disciplinary Action:

City Administrator requested Closed Session for disciplinary action.

Council will finish agenda and then go into Closed Session at the end of meeting.

X. PUBLIC COMMENTS

Gayla Todd – made statement regarding the personnel issue with Mr. Todd and Mr. Peck has affected a lot of people. Spoke of the actions that led up to the issue with Mr. Todd and Mr. Peck and wanted them verified.

Gina Burton – the inability for the Council to Act; elected by the residents; action must be taken regarding the City Administrator.

Andrew Young – Ipad live stream – sound is not good; Spoke with Mr. Moore today regarding the situation of Mr. Todd and Mr. Peck and expressed some way to fix the situation.

XI. APPROVAL OF ACCOUNTS PAYABLE

Butler moved to approve the Accounts Payable for the amount of \$440,981.19, second by Willis. Motion Carried.

XII. CLOSED SESSION – City Administrator Disciplinary Action:

Butler moved to go into Closed Session at 8:00 p.m. for the City Administrator Disciplinary Action, second by Willis.

Roll Call Vote: Butler, yes; Willis, yes; Geiger, yes; Fockler, no; McMillan, yes. 4 yeas, 1 nay. Motion Carried.

Geiger moved to adjourn from Closed Session at 8:40 p.m., second by Butler. Motion Carried.

Audience was notified that Closed Session was adjourned and may re-enter the building.

McMillan moved to insert a formal letter of reprimand into the personnel file of City Administrator Sam Moore upon reason for providing misstatement to Council to handling personnel matters in an inappropriate fashion, entails meeting he had with Troy Todd and interactions with John Peck. Mr. Moore to file a policy procedure for the City Administrator in regards to hiring and promoting employees; also to provide a separate corrective action to prevent from recurring, second by Willis.

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

XIII. **ADJOURNMENT:**

With no further business Mayor McMillan adjourned the meeting.
Meeting adjourned at 8:45 p.m.

Suzanne Dobson, CMMC
Crosswell City Clerk

Michael McMillan, Mayor