

**REGULAR CITY COUNCIL MEETING**  
**April 24, 2018**

The Regular City Council Meeting was called to order by Mayor Bronson in the Council Chambers at City Hall at 7:00 p.m.

**Roll Call:**

Present: Bronson, Temple, King, Riddle, Couture, Kwiatkowski and Lavender

Mayor Bronson led the Pledge of Allegiance to the Flag.

**Public Comments:**

Ms., Barb Lennon introduced herself asking about the notice in the newspaper regarding the Spring Clean-up starting yesterday, April 23 through Friday May 4. She is wondering who set that schedule because her yard is still pretty wet and there is still a lot of snow; also, is there consideration for bumping that out or putting out another week or two later in May because of getting a late snow storm. Councilwoman Riddle stated she spoke with DPW Director Karmol, who set the schedule, and he decided to retain the beginning of the clean-up rather than causing confusion because some people are putting brush out to the side of the road and not everybody is as wet as your location. DPW Director Karmol also said they can possibly extend it longer, as it all develops, if it becomes necessary. City Manager Eustice said we are going to have to extend it or do something different, but the reason DPW Director Karmol did not change what we have out there right now is because we published the notice two months ago.

Ms. Barb Lennon commented she likes the City's new website, lost her recent Newsletter, and was not able to find anything on the website about the Ordinance Enforcement Committee, wondering if that is defunct or still exists? City Manager Eustice asked if she was referring to the Blight Committee. City Manager Eustice stated we need to revitalize that, noting there has been conversation on this. Ms. Lennon commented she was not sure if they met regularly or not, and if it is the Committee that you actually go to with issues in the neighborhoods. Mayor Bronson said this was more of an organizational group/advisory committee that met to discuss things; the reporting still goes to the Chief of Police. Ms. Lennon then stated she previously spoke before Council on suggesting if the City could quadrant out the City with a particular officer or whoever in charge of that neighborhood. She has been involved in that discussion before and she wondered if that went any further. City Manager Eustice informed Ms. Lennon that each officer has a section of the City that they are supposed to watch. Mayor Bronson asked Chief Jones for any comment. Chief Jones stated there will be a Blight Committee meeting next month. Ms. Lennon asked if that is an open meeting. Chief Jones replied not generally as it is a representative of Council and volunteers that basically go over the rules and regulations; they are given updates; and the Committee gives recommendations. Ms. Lennon asked if there are some issues in a particular neighborhood, should they contact somebody on the City Council. Chief Jones replies issues should be e-mailed to him or dropped off. Councilman King explained they are not public meetings with a quorum. If she has any ideas they can be shared with the Committee by e-mail. Mayor Bronson noted all of the Council Members' e-mail addresses are on the new web site. Ms. Lennon said she likes that and thanked the Council.

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### **Approval of Agenda, and Receive and File all Communications:**

Councilman King moved to approve the Agenda and receive and file all communications; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

### **Approval of Regular City Council Meeting Minutes of March 27, 2018:**

Councilwoman Kwiatkowski moved to approve the Regular City Council meeting minutes of March 27, 2018 as presented; supported by Councilwoman Riddle. Motion carried unanimously.

### **Department, Boards and Commission Reports:**

- **City Planning Commission Meeting, March 27, 2018** - City Manager Eustice said he has nothing additional to report on this meeting, noting he is trying to have a Planning Commission meeting but there are only four members currently available because people are gone and one is ill. He does have a minor site plan to go in front of the Planning Commission and he is trying to orchestrate the four members that are here to get together to review the site plan. Also, there is a public hearing set for the next Council meeting on May 8 for the Zoning Ordinance, which has been published. We will again review that Ordinance. City Manager Eustice went on to state he is trying to make some minor changes in the format, not language, because the format of the Ordinance doesn't fit the format of the Charter and current Ordinances. The current Ordinances refer to Chapters and the rewrite refers to Articles and Sections. He is trying to work with Mr. Dick Carlisle to see if we can change that format. This was talked about at the Planning Commission a couple years ago and they decided not to do it, but it doesn't fit our current Ordinance like it should, so they are looking at changing the titles, etc. Councilwoman Riddle asked if they are going to have a new copy of the Ordinance or should they bring the one they have. City Manager Eustice replied they can bring the copy they have to the next meeting at this point. Mayor Bronson commented the language won't change. City Manager Eustice reiterated instead of using Articles we will be using Chapters.
- **Department of Public Safety Monthly Statistics, March 2018** - Received and filed.

### **Resolutions:**

- **Consideration of a Resolution Supporting Cheboygan Adult Services Advocates (CASA) Pursuit of Certifying Cheboygan as a Community for a Lifetime and an Aging Friendly Community** – City Manager Eustice noted Ms. Kim Pappas was at the last meeting and asked the City Council to draft a resolution of support for their efforts in Cheboygan becoming a Community for a Lifetime. Ms. Catherine Schulz spoke on this stating she is Secretary of the CASA Group, which is Cheboygan Adult Services Advocates and it is an interdisciplinary team of service agencies, both public and private, and this is a State certification that would have Cheboygan named or certified as an Aging Friendly Community. It is a 13 Chapter Assessment they started doing in September and they are just about through with it and the final Chapter is an action plan. You don't have to have all of the items achieved or accomplished in order to become certified, you just have to show you went through the assessment and identified things we are doing well in to show our strength as an Aging Friendly Community and then identified action items or things we can work on into the future.

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Councilman King moved to adopt the Resolution Supporting of Cheboygan Adult Services Advocates (CASA) Pursuit of Certifying Cheboygan as a Community for a Lifetime and an Aging Friendly Community; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

### General Business:

■ **Consideration of Proposals – City of Cheboygan Annual Audit** – Clerk/Treasurer Kwiatkowski informed Council he sent out the Request for Proposals to several audit firms and also put it on our website. We got two back: Gabridge & Company for 2017-2018, 2018/2019 and 2019/2020 - \$12,900.00 per year for a total of \$38,700.00 and if there is a single audit it is an additional \$2,500.00, which will probably come into play with the Huron Street Project because we are getting almost one million dollars in Federal money; Anderson, Tackman for those same three fiscal years their bid was \$20,000.00 each year for a total of \$60,000.00 and a single audit would be \$2,000.00. Based on that, we are recommending Gabridge & Company. Mayor Pro Tem Couture asked who did the audit last year. Clerk/Treasurer Kwiatkowski replied Gabridge.

Councilman Lavender moved to award the Request for Proposals to Gabridge & Company for the City Audit for the 2017-18 fiscal year, 2018-19 fiscal year and 2019-20 fiscal year at \$12,900.00 per year and a single audit at \$2,500.00; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

■ **Consideration of Appointment of Angela Chastain to the Parks & Recreation Commission** – City Manager Eustice stated at a Public Hearing at our last Council Meeting we expanded the membership of the Recreation Commission from a minimum of five members to a maximum of seven members mainly because we have had a difficult time to get a quorum for the Parks & Recreation Commission meetings. The City has applications from Ms. Angela Chastain and Ms. Kate Schulz who are very interested in being on the Commission. He thinks they are certainly well-rounded candidates that can help us grow our Recreation Commission in our community with a vast knowledge of what we need in our community. These two young people can help us improve our parks and recreation.

Also, on a sad note, the Chair of the Recreation Commission, Sue Muschell, passed away Friday, which was somewhat expected as she has been ill for some time. She was at least a 20 year member of the Recreation Commission and it is sad that we lost her. She will have to be replaced, as well, on the Commission at some point.

There are two recommendations for appointments that come from the Mayor and Council has to approve them.

Councilman King commented he is happy they have shown interest here and Council has recently had the discussion that parks and recreation is great for the City but it is also extremely hard to fund. Most of what we have is solely funded by City taxpayers. Revenue has decreased in the last 20 years and we have a lot of things to accomplish. We are really looking for (1) participation, (2) creative ideas and (3) communication with the public. For what we want to do we really need to get the word out there and get volunteer help and sharing of ideas.

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Councilman King moved to approve the appointment of Angela Chastain to the Parks & Recreation Commission, term to expire April 24, 2020; supported by Mayor Pro Tem Couture. Motion carried unanimously.

### ▪ **Consideration of Appointment of Catherine (Kate) Schulz to the Parks & Recreation Commission –**

Councilwoman Kwiatkowski moved to approve the appointment of Catherine (Kate) Schulz to the Parks & Recreation Commission, term to expire April 24, 2020;

Councilman Lavender inquired if the City has offered any of the Commissions training or webinars that are offered through the Michigan Municipal League (MML). City Manager Eustice replied they know when it is available. Councilman Lavender commented on a wealth of resources, noting they offer webinars on demand. City Manager Eustice said he does not know if we have emphasized that, but it is a good point to help us get some training and new ideas and thoughts.

supported by Councilman Lavender. Motion carried unanimously.

▪ **Consideration of Non-Union Employees Salary Increases/Non-Administrative –** City Manager Eustice stated this is mainly the Parks & Recreation staff, who are all non-union employees; there are four part-time and only one full-time, beside the Parks & Recreation Director Scott Hancock. We also have a part-time clerical in the Police Department, Ms. Brenda Temple. These employees are exclusive from the POLC or AFSCME Unions, so it is his responsibility to bring their wage increases to Council. Director Hancock thought at one point the Council made a motion to increase his staff the same percentage as the AFSCME Union, but there is no evidence that this ever occurred. This is something we can consider in the future. For those non-union employees that don't get an automatic increase based on a Union Contract, Director Hancock would like them to be part of the same percentage increase as the Union personnel get. City Manager Eustice went onto state he told Director Hancock that once the Union Contract was signed he would take it to Council, but we had some delays in the new Contract. He told Director Hancock he would bring an equal percentage increase request to Council for his staff. The hourly rate increase is really much less than what the Union gets because it is a percentage. This equates to about a \$1,800.00 annual increase from the General Fund Budget and disbursed over about 8 employees. Mayor Bronson asked when this increase would take effect and what is he recommending. City Manager Eustice replied for the next payroll. Mayor Bronson questioned the need for an effective date in the motion. City Manager Eustice replied it will be effective today, April 24.

Councilman King moved to approve the non-union employees' salary increases/non-administrative of 2%, effective April 24, 2018; supported by Councilwoman Riddle. A roll vote was taken; motion carried unanimously.

### **City Clerk's and Treasurer's Comments:**

▪ **Retirement -** Clerk/Treasurer Kwiatkowski said as everyone knows he is retiring and his last day will be May 25. Councilwoman Riddle asked if we have gotten very many applications. City Manager Eustice replied we had 17 resumes that responded to the ad. He and the Mayor had talked earlier and they need to get the Committee together, noting the Committee has the resumes for review. The Committee and City Manager will determine who

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they interview. They will try and select some candidates out of those 17 resumes to interview. City Manager Eustice then stated the Committee will have to look at should we continue with a Clerk/Treasurer, noting he has done some research on a couple of other options other than what Clerk/Treasurer Kwiatkowski does because nearly all candidates that have applied would require significant training and education. We have some very good candidates, but nobody with much experience with municipal government accounting. They need to weigh how they are going to approach that. He would like the Committee to meet this week, which consists of Councilman Lavender, Councilman King and Mayor Bronson, in addition to himself.

### **City Manager's Report:**

- **Pool Tournament** – City Manager Eustice reported the City of Cheboygan administered a pool tournament at the Ice Rink/Pavilion and it was very successful. We don't have the final numbers yet, but we certainly made a profit. It was good for the Rink and the community and the hotels were full. He noted there was overflow into Indian River and Mackinaw City. It brought a lot of people to our community at a time of year where there is not a lot of activity. It went very well. We got more people than we expected in the tournament and there was a lot of activity from Friday night, all day Saturday, with most of the finals on Sunday. City Manager Eustice went on to state we had 45 pool tables on the Ice Arena floor, which is concrete. The only complaint we got is that it is a concrete floor and very hard. Many of the players play all day long and it is difficult for them. Rink Manager Coxe and he are looking at how they can alleviate that; the simple thing would be to put padded carpet down that we can roll back up. It could be costly though. Mr. Greg Thornton, owner of Statewide Billiards, is going to help us with trying to soften the area the players play on. He is also the Company we leased the 45 pool tables from. Other than that, everything was positive. Councilwoman Riddle asked if there is a plan to have a tournament next year. City Manager Eustice answered yes, they are hoping to have an annual event. The concern is some players will not come back because of the cement floor, unless we can soften the area they play on. It looks like based on the revenues we brought in, we are going to clear probably \$3,000.00 to \$5,000.00, which will help with the operation of the Rink. Mayor Pro Tem Couture commented ten more and we got it.
- **Rink Events** – City Manager Eustice informed Council on Thursday, April 26, the Business Expo will take place, which is a Chamber sponsored event, from 3:00 p.m. to 8:00 p.m. The City of Cheboygan's DDA has a booth in the Expo, along with a lot of area businesses. He noted there are some outside businesses, as well. Mayor Bronson inquired about a circus. City Manager Eustice responded there is a circus on May 14 in the arena. You can go on the City's website for a calendar of events. Mayor Pro Tem Couture commented April 28 and 29 there is a bounce house from 11:00 a.m. to 7:00 p.m., at a cost of \$10.00 per child; good for the whole day.

### **Messages and Communications from Mayor and City Council Members:**

- **Resolution for Susan Muschell** – Mayor Pro Tem Couture stated he feels it would be pertinent that we put together a Resolution of Appreciation for Susan Muschell in the near future for all that she has done. Mayor Bronson agreed, asking the City Manager to draft the same.
- **Blight Committee** – Mayor Pro Tem Couture stated when he spent some time in Rogers City he asked the Rogers City Police Chief on what they do. He was told that the City Council, over the last couple of years, has voted to actually hire a standalone Blight Officer who recently moved to Cheboygan. The Police Chief told him they budgeted about \$5,000.00

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a year; there was one single person in control so there was a consistent feedback in communication with the taxpayer. He said over the course of time one ticket was written because pretty much everybody complied because there was pretty immediate follow-up on things. Mayor Pro Tem Couture then stated he does not know what our Chief's process is with that, if it is multiple officers who may have different interpretations, but it seems like if there is some judgment call on what is and what is not blight to a person, consistency might be a good thing. He then stated this is food for thought as they go into the next meeting. City Manager Eustice replied they will look at some options. He then stated the rental option can come back up as far as rented properties paying a fee, because that can help fund things. Councilwoman Kwiatkowski asked if there is anything happening with the North "C" Street house. City Manager Eustice stated not that he is aware of, then asking Chief Jones. Chief Jones replied no, he is working with other counties and cities trying to locate the owner.

- **Port Meeting** – Councilman Lavender commented they had a lengthy Port Meeting on April 19 and they kind of changed direction a little bit from when they initially started with BDG International. The initiative changed direction with a broader umbrella for community development. He commented he has mixed feelings about it, but it is still moving forward and it is not really defined exactly yet. The main thing is we have two willing Port Operators that as soon as anything develops there are going to do whatever they can to facilitate the process of shipping and receiving in the Port.

- **MML Training/Budget Meetings** – Councilman Lavender mentioned the Michigan Municipal League has training and webinars for Council, too, and he knows since he has been on Council there has been no training offered whatsoever to Council. He has been in local government for over 20 years and he is learning all the time and it would be nice to have that available to Council to be able to improve their efficiency and knowledge. Obviously he has a lot of learning to do on the Roberts Rules and believes that is a webinar, too. It would be nice to have that ability to either attend training or do webinars, which he believes are \$20.00, as Council. Mayor Bronson commented when he was first on Council they would have someone come in and do a seminar on Roberts Rules of Order and it was very well attended. It was offered to all the Township Boards and believes there was probably 100 people. Councilman Lavender said whenever there is a new County Commissioner, they get sent to training for basically a big umbrella on the finance end of things and budgeting. Mayor Pro Tem Couture asked if another Budget Meeting can be scheduled. Mayor Bronson replied yes. The two hours today went by fast with everything to go through. Mayor Bronson stated he does not want to do more than two hours at a time. Councilwoman Riddle asked the City Manager if he needs input from Council for anything on the Budget; is it a time crunch where it would be necessary to have a meeting before the 8<sup>th</sup>. City Manager Eustice stated he does not feel it is necessary to have it before the 8<sup>th</sup>; his goal is to get the finalized Budget to Council for the May 22 meeting, so if we can accomplish what we need to accomplish at a May 8 meeting, he thinks that timeline would be fine. He definitely needs additional input because there are a couple of subjects/issues that we did not cover tonight that he wants to address. Mayor Pro Tem Couture commented it does not sound like a two hour meeting on May 8 is going to be enough. Councilman Lavender stated we always have May 22, where we can do an additional two hours. Mayor Pro Tem Couture stated the City Manager would like to present the finalized Budget on May 22. City Manager Eustice stated finalizing the Budget can always be backed up to the first meeting in June, noting we have approved it that way before. Mayor Bronson noted that Clerk/Treasurer Kwiatkowski will not be here. Mayor Bronson stated he would rather move the final approval to the first meeting in June and then have budget meetings before the next two regular City Council meetings - May 8, 2018 and May 22, 2018

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at 5:00 p.m. Councilman Temple noted he will not be here on May 22; Councilwoman Kwiatkowski stated she will not be here May 8.

▪ **Police Hires/Meet & Greet** – Councilman King stated now that we have three new hires in the Police Department, and he appreciates the Tribune running the Officers’ story, is there some kind of way to have even an hour long meet and greet maybe when it gets a little nicer so our residents and Council Members can meet the new officers. It would be nice for Council and the general public to put a face with a name and meet the new hires.

▪ **May 8<sup>th</sup> School Millage** – Councilman King commented on the ballot for the May 8 election, there is a big proposal for a school millage, stating as a teacher he cannot say go vote yes. He then gave some facts as follows: it is for operational costs and what the District is looking for is .25 mills, they can legally do up to 18, but right now it is 17.85. This would be for non-homestead properties throughout the District, not just the City. If this revenue is lost, the School District operates around 17 million and if this is not renewed it would cut about a third away from it. They are looking for a five year renewal instead of a two year; with a loss of funds the School District has to go bare bones, mainly just offering the school and the educational opportunities there. Things like busing and extra-curricular things like sports activities will be cut. If you have a piece of property that has a taxable value of \$3,000.00, your taxes would probably go up \$5.50 to \$6.00 per year. When you look at it it is not so much, but he is saying this 0000for the general public to know and to educate people. Councilman King went on to state these type of elections are typically low turnout and that can go good or bad sometimes. The Superintendent has talked about getting with the newspaper on this.

**Adjournment:**

Councilman King moved to adjourn the meeting at 7:45 p.m.; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

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Mayor Mark C. Bronson

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Clerk/Treasurer Kenneth J. Kwiatkowski

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Councilman Joseph Lavender

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Councilwoman Winifred L. Riddle

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Councilman Vaughn Temple

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Councilman Nathan H. King

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Mayor Pro Tem Nicholas C. Couture

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Councilwoman Betty A. Kwiatkowski