

Approved 07/19/18

**CITY OF KEEGO HARBOR STUDY SESSION MEETING MINUTES
TUESDAY JUNE 18, 2018, 7:00 P.M.**

CALL TO ORDER: Mayor Yoder called the meeting to order at 7:06 p.m.

ROLL CALL:

PRESENT: Mayor Joel Yoder, Mayor Pro Tem Fletcher, Council Member Karen Meabrod Council Member Rob Kalman.

Motion to excuse Council Member John Newberry until he arrives by Council Member Rob Kalman; seconded by Karen Meabrod. Council Member Newberry arrived at 8:15 PM

Ayes: 4

MOTION CARRIED

STAFF PRESENT: Administrative Clerk Tammy Bleashka, Police Chief John Fitzgerald, and DPW Foreman Doug Waldon

PUBLIC COMMENT:

Gino Santia – Santia to give the Planning Commission update. The Planning Commission will not hold a July Meeting. The Planning Commission approved Phase 2 for Indo outdoor seating site plan, with further approval from City Council, Building Department and Fire Department. The Planning Commission revisited the fence ordinance; a public hearing may be set for August for the changes. The project on Cass Lake Road has come back before the Planning Commission again with a preliminary site plan. The Planning Commission approved the project. There are quite a few details he has to work out yet, and then he will come back to the Planning Commission for final approval. The project will be service business only; a walk way will be installed from Cass Lake to Fran Leaf Park. This was negotiated due to small parking area. An Invasive species presentation was presented by Leslie Clark. City Planner Smith will work on verbage pertaining to what is prohibited by the State of Michigan.

Study Session Topics

ASI 2018 Road Project

The City has tentatively agreed on two streets to be paved this year; Hester Court and Stennett. Five streets were rated fair to poor; Atlas, Beland, Beechmont, Hester Court, Moss, and Stennett. Mayor Pro Tem will check into the cost of the City Parking lot and the DPW lot. The City Auditor Rana will check into the money that is available for the Current road projects. Council will vote on the 2018 Street Project at the Thursday night Council Meeting.

2018/2019 Budget and Property Tax

The intent is to levy the full increase 33% increase on the local tax.
TIFA voted to not capture the money directly; it is to be collected in the General Fund.
The Police Millage Rate is 3.9192 it needs to be added to the resolution.
Publicity Tax 359 is capped; you cannot collect more than 50,000.

Budget Review;

Council had no issues with the revenue section of the budget.

Budget Expenditures;

Administration; 18,000 increases to this fund. (Newsletter, Postage and Manager Voll, Administration Clerk Bleashka, and Acting Manager until Mrs. Voll returns.
Mayor Yoder questioned the electric bill for City Hall. The rooms not in use should not be cooled when not in use. Chief Fitzgerald stated when he comes into the work his office can be 80+ degrees. The Heating /AC system is not functioning properly. The location of the thermostats and the zones are not working properly, the Police Department does not have any Thermostats. Mayor Pro Tem Fletcher explained; The Heating and / AC system was designed and specks were given Trzos Heating and Cooling. Trzos did not design the system on installed it by specks they were given.
Council agreed to have the Heating/AC system look at.
Council would like a copy of the utility bills for a few months.
Street light needs to be moved to Street Lighting line item.

Approved 07/19/18

DPW;

Utilities are estimated less, a 4 year average was used to get this budget figure.

Plow truck is 20 years old; the biggest expense is a salter, this truck has miles on it 14,000 we do yearly maintenance. Mayor Pro Tem Fletcher suggested that this money be placed into a capital improvement fund. This would allow the DPW to purchase equipment and spread the payment out over 4 years.

Doug Waldon state the two priority pieces if equipment; a plow is needed for the work truck and a front end loader is needed.

Parks & Rec;

Leslie Clark asked at what point will Parks and Rec receive money for maintenance for the City Parks.

Rana did find a line item for Parks Improvement, Leslie Clark stated that is for Grants.

Team Keego is a non-profit organization that sponsors the Memorial Day Parade.

Roads;

No issues this this expense section of the budget.

PD;

344,000 from the Millage

625,000 will be transferred from the General Fund to the Police Department.

991,315 Total Police Budget.

This is an increase of over 210,000 dollars from last year's budget.

Wages 5 Full Time Officers including the Chief. This is the last year of a 44,710 labor grievance payout.

If the vehicles can get through on more year, you will have 44,000 extra in your budget next year.

Chief Fitzgerald will have the vehicles check for road worthiness. If a Patrol vehicle is needed the City will address that issue.

Chief Fitzgerald; I have been told there is a second Boat with a motor going to be put in it. Council Meabrod does not feel that Sylvan Lake needs Marine Patrol from Keego. Mayor Yoder stated Sylvan Lake has a contract with Oakland County Sheriffs Marine Patrol.

Council Member Newberry stated a new motor was donated for the second boat. When the engine was pulled they found a hole in the boat. At this time we are unsure if the boat is repairable.

Council Member Newberry does not feel that a regular schedule is needed for Sylvan Lake. Possibly a four hour shift every two weeks and during special events.

Marine Patrol revenue should be on its own line item, that revenue should be put back into the PD Fund.

Chief Fitzgerald will check into pricing medical insurance has, due to the cost increase of insurance.

The Police Department will split the cost of utilities and legal fees with the City Administration 50/50.

The budget is a work in progress, the figures will change unit the budget is approved.

Chief Fitzgerald asked if the MMRA reimbursement to the Police Department for training if the money gets returned into the Police Fund.

Mayor Pro Tem; all Marine Patrol and MMRA reimbursements should be going into the Police budget.

Dollar Lake/ Sunset Park Survey

Mayor Pro Tem stated Brad Shepler with HRC has not returned my phone call.

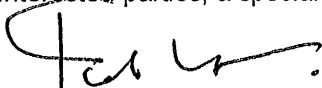
The majority of the cost for this survey is looking up the history of the property. The survey only needs to consist of boundaries.

We had this surveyed for long range storm water run off this should fall under the Saw Grant.

Table this until the City receives more information.

Interim City Manager

Mayor Yoder has a few names of retired City Managers. Mayor Yoder will contact them to see if they would be interested or know of anyone who would be interested in a part time Interim Manager position with the City. If we have interested parties, a special meeting will be scheduled for interviews.



Joel Yoder
City of Keego Harbor Mayor



Tammy Bleashka
Administrative Clerk