

Regular Meeting Minutes of the McBain City Council September 14, 2015
held at the meeting room of the fire barn.

Present: Dykhouse, Stahl, Heuker, Scholten, Heethuis, Lutke, Decator, M. Smith, H. Heuker, Jones, Fisher, Mike King, Loren Stahl
Absent:

Called to Order by Mayor Dykhouse @ 7:00pm

Pledge of Allegiance

Invocation by Mayor Dykhouse

- Motion by Lutke, supported by Stahl to approve August minutes, approved 6-0.
- Motion by Lutke, supported by Heethuis to approve Financials, approved 6-0. Heidi will try to add a % of budget column.

Public Input

- Loren Stahl presented a request from the McBain Christian Reformed Church to add a church cornerstone monument to Stuart Park to display the church bell. Motion by Scholten, supported by Decator to allow this monument to be built in Stuart Park, approved 6-0.

DPW Report-

- Request from Stahl to repair the area around a storm drain on the corner of Harrison and Euclid. Fisher will investigate.
- Fisher presented an estimate from Schuts Buckets for removal of 2 trees. Motion by Lutke, supported by Heethuis to approve the work at a cost of \$1280.00, approved 6-0.

Jones Report-

- PILOT for West Creek Terrace, work should begin in the spring.
- DDA Plan has to be approved by December 31, 2015
- McBain businesses will have a meeting on September 16th
- Consensus of council was to do a special planning meeting in January.
- Jones will provide copies of the Summit Digital report to council.

Zoning Administrator Report-

- Stahl commented on the much improved report,
- discussion about the current issues.

Mayor Dykhouse- presented information from Progressive AE regarding the New Well. Bids were opened 9/1/2015 and we received a letter stating the results. Progressive AE also presented several options for financing and these were discussed. Council decided to approach TIFA to request funding. Motion by Heuker, supported by Lutke to approve tabling the award of BIDS pending more information regarding financing, approved 6-0.

Old Business –

- Waste Management- no complaints have been received over the past few weeks. However, we are still waiting for recycling totes, street cleaning and contract assignment paperwork.
- Dangerous structures –no contact from the owner, concern about the camper being used as residence was referred to Zoning Administrator for action.
- RR Spur- ahead of schedule, under budget, and if progress continues at the present rate it should be operational by the end of September 2015.

New Business

- Motion by Heethuis, supported by Heuker to approve the “Purchasing and Financial Policies and Procedures for the City”, approved 6-0.
- Motion by Lutke, supported by Heuker to adopt the “FOIA Procedures and Guidelines” for the City of McBain, approved 6-0. These documents will be put on our website.
- Mayor Dykhouse stated that the City of McBain along with support from Pearson Well Drilling has withdrawn from the Well Head Grant program. After repeated efforts to comply with requirements it seemed impossible to meet criteria. Also, the cost of belonging to the program outweighs the financial benefits the city would receive. The City of McBain can continue to follow the Well Head program without state involvement.
- Lot 12 was tabled until next month
- Motion by Lutke, supported by Decator to approve the proposed amendment to the 2015 Employee Handbook in order to remove the discrepancy that exists between the DPW superintendent contract and the handbook, approved 6-0.
- Dykhouse stated that the Performance review for Michigan Enterprises was satisfactory. Motion by Lutke, supported by Heethuis to approve the Contract for Services with Michigan Enterprises for September 14, 2015 through September 14, 2016, approved 6-0.
- Clerk will begin assembling a consolidated calendar with contract expirations, contract renewals, due dates for insurance policies, etc. to make the information more accessible and keep the council on track and ahead of deadlines.

Round Table

- Lutke and H. Heuker are working on getting the charter on the website.
- Decator was asked about old utility poles. Need to appoint a new council representative to the Planning Commission.
Thank you, Chuck Decator for serving on the planning commission!

- Stahl commented on financial risk factor presented in the audit
- Scholten- The community library is having an Open House celebrating 20 years on September 19, 2015 from 9:00-1:00. Need to appoint a new council representative to the library board. **Thank you, Bernie Scholten** for serving in this capacity!
- Motion by Heuker, supported by Lutke to move to closed session to discuss personnel issues at 9:05pm, approved 6-0.
- Motion by Heethuis, supported by Scholten to return to regular session at 9:17pm, approved 6-0.
- Motion by Heethuis, supported by Heuker to accept as proposed the new DPW contract that the labor committee approved unanimously and presented, approved 6-0. Effective October 1, 2015. Contract will be review annually near the end of the fiscal year.

Meeting adjourned by Mayor 9:35pm.

Marcia Smith, McBain City Clerk