

Minutes of Regular City Council Meeting

August 15, 2022

Meeting called to order by Mayor Ray Nau at 6PM

Roll Call:

Present: Kevin Neville, Joe Andrist, Nellie List, Nila Frei, Colleen Reader, Jennifer Harper

Absent: None

Pledge of Allegiance recited by all present.

Approval of Agenda: Motion by Harper; Second by Frei to approve agenda with amendments: Remove Item B - and add Item I – Resolution 2022-16. All voting aye, motion carried.

Public Comment: None

Joel Vernier presented information on the Council of Local Government, Gladwin County Leadership Program 22-23, Region Area 7, Council on Aging and MMCAA.

Adoption of Meeting Minutes: Motion by Andrist, second by Reader to approve minutes of regular Meeting July 18, 2022. All voting aye, motion carried.

Business Agenda Items:

- A. Motion by Harper, second by Frei to allow City Manager to sign settlement and mutual release agreement agreed upon between the City of Beaverton and Keyno Shellenbarger of Shellenbarger Engineering and Surveying PC in the amount of \$35,000. All voting aye, motion carried.
- B. No motion made on Revocable Gas Franchise
- C. Motion by Reader, second by Neville to approve Group Life Insurance Coverage for all full-time employees administered by the Schumacher Agency. All voting aye, motion carried.
- D. Motion by Reader, second by Neville to approve final payment to McGuirk Sand and Gravel for Industrial Park Project in the amount of \$12,140.43. All voting aye, motion carried.
- E. Motion by Frei, second by Reader to wait for reimbursement from EDA before making payment to EMCOG for Administrative Services for the Industrial Park Project 06-01-06133 which were provided from June 2019 thru March 2022 in the amount of \$12,050.36. All voting aye, motion carried.
- F. Motion by List, second by Harper to approve the City Manger to enter into an Intergovernmental Agreement with the County of Gladwin to accept the \$150,000 ARPA award given to the City of Beaverton on behalf of the Beaverton Athletic Association for the Sports Complex development in Calhoun Campground. 5 ayes, abstain by Andrist due to serving as a board member of the organization, motion carried.

- G. Motion by Harper, second by Reader for the City to enter into an Agreement with Beaverton Schools to provide two SRO officers, (per contract agreement), for the 22-23 school year. All voting aye, motion carried.
- H. Discussion regarding the City entering into a Real Estate Agreement with Jenifer Acosta from Century 21 to market and list some of the City and DDA owned properties in hopes of attracting real estate firms to develop business, housing or senior living facilities in the City. No action taken.
- I. Motion by Frei, second by Harper to approve Resolution 2022-16: Amendment of Resolution 2022-14 - Beaverton Industrial Park Amendment.

Reports:

- A. County Commissioner's Rick Grove: Jail plumbing has been fixed but there are still issues with building, ARPA funds have been approved for Billings Twp, Road Commission and Historical Society roof leak, deep cleaning of the Gladwin library, the Trail of Two Cities project and the Beaverton Sports Complex.
- B. DPW Report: Written Report, Sabisch obtained 2 quotes for roof repair at the sewer lagoon office and pump house. Low bid was submitted by RJ Grove Construction in the amount \$3,962.
-Motion by Frei, second by Andrist to accept bid pending fund availability can be found by City Manager. All voting aye, motion carried.
- C. Police report: No inquiries for Chief Davis
- D. Mayor's Report: Mayor Nau stated he had been helping around the campground and visiting businesses and residents in the City.
- E. City Manager's Report: Written report
- F. Engineer's Report – Dave Richmond gave verbal report on Water Treatment Plant Project. Richmond also stated that there are some problems with Glidden Road cracking, he has met with the contractor to discuss warranty work
- G. Library Use Data Report-Written report

Motion by Frei, second by Neville to go into closed session at 7:03pm to discuss personnel at CCG. All voting aye, motion carried.

Motion by Frei, second by Harper to end closed session and resume open meeting at 7:45pm. All voting aye, motion carried.

Ways & Means:

Motion by Frei, second by Reader to pay bills for July 2022 in the amount of \$131,955.73. All ayes, motion carried.

Committee Reports:

- A. Fire Board – Written report, Andrist stated that the fire department did a great job honoring Denny King, a long-time firefighter, who passed recently
- B. Fair Board - No report

- C. Parks & Recreation – Met today, next meeting is 9/12/22, Hines stated that 1 of 2 planned cabins is ready to be delivered and set. Cost is approximately \$8,000-\$9,000, the campground does have funds available to pay for this cabin. Motion by Frei, second by Reader to approve payment for cabin not to exceed \$10,000. All voting aye, motion carried.
- D. Police Committee - No report
- E. Personnel Committee – City manager’s 6-month review was completed
- F. Downtown Development Authority – DDA was cancelled for the month of August

Executive Session:

- A. City Manager Review: Council went into closed session after items B and C were discussed and voted on.
- B. Promotion of Staff Member: Hines proposed to move Jim Barta to an Assistant DPW Director position in charge of hiring and training DPW employees, completion of work orders, HR paperwork, timesheets/vacations and also to take on the Zoning Administrator position. She stated that the summer staff had given Barta good reviews as a supervisor and that his salary of \$52,000 was built into the budget presented. Sabisch will stay in his present position of DPW Director as a Project Manager and his new responsibilities will be managing City and special projects with Hines, contact with engineers and work at the project sites along with working to write and obtain grants. He would also be writing instruction manuals for the DPW, review all DPW invoices before they are paid and find ways to save funds.
-Motion by Frei, second by Harper to start a 6- month trial period with new job descriptions and duties as presented starting August 18, 2022.
- C. Hiring of New Staff-Hines stated that by October 1st she would like to hire 3 new employees including 1 DPW technician, 1 police officer and 1 part-time utility billing clerk. In addition, she is requesting a 3% cost of living pay increase for all full-time employees including those on salary and implement a future step program for hourly employees’ wage increases. The COL increase would retro back to July 1, 2022. For the DPW employees, she would like to add an on-call per diem pay of \$100 for hourly and salaried DPW workers. Those that are paid hourly will receive 1 ½ times their hourly wage for hours worked when called in in addition to the \$100 per diem pay. Salaried DPW employees would receive the \$100 per diem pay but no compensation for time worked when called in.
-Motion by Andrist, second by Frei to approve hiring for the afore mentioned 3 positions and a 3% cost of living wage increase for all full-time employees with retro pay back to July 1, 2022. All voting aye, motion carried.

Motion by Frei, second by Colleen to go into closed session at 9:17pm to discuss City Manager review. City Manager requested session to be closed. All voting aye, motion carried.

Motion by Andrist, second by Frei to end closed session at 10:18pm. All voting aye, motion carried.

Motion by Andrist, second by List to resume regular council meeting at 10:19pm. All voting aye, motion carried.

Motion by Frei, second by Reader to remove City Manager Kimberly Hines evaluation from 8/11/22 from her personnel file and for full council to re-evaluate her performance with a standardization evaluation form that should also be used for all City employees' evaluations going forward. All voting aye, motion carried.

Motion by List, second by Andrist to adjourn meeting at 10:20pm. All voting aye, motion carried.

Respectfully Submitted,

Janelle Keen
City Clerk