



City Manager
Elaine Leven
CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnegie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Patrick O'Dell
Dana Sutherland
David Winowiecki

**CITY OF FRASER
CITY COUNCIL MEETING
JUNE 9, 2022 @ 6:00 P.M.
33000 GARFIELD, FRASER, MI 48026**

A regular meeting of the Fraser City Council was held on Thursday, June 9, 2022 @ 6:00 p.m. The meeting was held in Council Chambers, 33000 Garfield, Fraser, MI 48026.

1. CALL TO ORDER

Mayor Carnegie called the meeting to order at 6:03 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Carnegie led the Pledge of Allegiance.

3. ROLL CALL OF COUNCIL MEMBERS

Present: Council Member Baranski
Mayor Carnegie
Council Member O'Dell
Mayor Pro-Tem Schornak
Council Member Sutherland
Council Member Winowiecki

Absent: Council Member Blanke

Others: City Manager Leven, Assistant City Manager Mistretta, Attorney Don DeNault, Confidential Secretary to the City Manager Mary Matuz, City Clerk Greenia

Motion by Carnegie supported by Baranski to excuse Council Member Blanke from the meeting.

AYES: Baranski, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

4. APPROVAL OF AGENDA

Motion by Schornak supported by Baranski to add Item 8f, Discussion of the repair and painting of the Baumgartner Barn.

AYES: Baranski, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

Motion by Baranski, supported by Schornak to add Item 8g, Discussion of Legal Services RFP.

AYES: Baranski, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

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Motion by Schornak supported by Sutherland to approve the agenda as amended.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

5. CLOSED SESSION

Motion by Schornak supported by Sutherland to enter into closed session at 6:05 p.m. to consider written legal opinion of the City Attorney exempt from discussion or disclosure

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

City Council reconvened at 6:55 p.m.

6. CITIZEN PARTICIPATION ON AGENDA ITEMS

The following citizens spoke on agenda items

7. CONSENT AGENDA

- a. City Council Minutes Regular Meeting May 12, 2022
- b. Historical Commission June Newsletter
- c. Check Disbursements
- d. Revenue and Expense Reports

Motion by Winowiecki supported by Schornak to approve the consent agenda as presented.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

8. NEW BUSINESS

a. Marijuana Legal Update Presentation

Attorney Don DeNault reviewed the current status of the marijuana issue within the State of Michigan. He reviewed how many facilities were in the State of Michigan and how far residents lived from different types of facilities; there were even places that would deliver product to your door here in Fraser.

Mr. DeNault then went over what the pros and cons financially of opting in to allow marijuana facilities in the City limits. He further reviewed the amount of crime and accidents that having facilities in the City limits might look like based on the average for other communities that do so.

He shared with City Council that currently there were lawsuits regarding how different cities and townships decided on who to award the sites to and the process they used to choose. There were many different ways to do this.

Mr. DeNault explained that if City Council decided they wanted the City of Fraser to be an opt-in community that this would be done via ordinance adoption – Zoning Ordinance would tell us where, licensing ordinance would tell us how. They could decide what rules to put on the facilities.

Discussion was had on various ways to arrive at a good decision for the City. Mayor Pro-Tem Schornak indicated that she would like to see this put on the ballot and the residents could decide this matter. The language would have to be very clear and easy to understand.

Mr. DeNault mentioned that Clinton Township had a Town Hall meeting on this subject to get good input from their residents. Council Member Baranski indicated she would like to see the City host a Town Hall and have various experts on the subject matter at this event. City Council discussed this.

City Council agreed that we would contact Clinton Township to get some particulars on how long it took them to plan for the Town Hall and other information on it. They would report back to City Council and move forward from there.

b. Audit Engagement Letter

City Manager Leven reviewed that City Council had before them an audit engagement letter from Yeo and Yeo for the Fiscal Year 2021- 2022. City Council discussed the cost this year versus last year. City Manager Leven explained differences and what they were caused from.

Motion by O'Dell supported by Schornak to approve the audit engagement letter with Yeo and Yeo for the period Fiscal Year 2021 – 2022 and authorize the City Manager to execute the agreement on behalf of the City.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

c. FY 2021-2022 Budget Amendments

Assistant City Manager/Finance Director Mistretta had prepared FY 21/22 Budget Amendments. City Manager Leven reviewed that most of the amendments were in Major and Local Street Funds. The City was not spending any additional money. Moving forward these issues should not occur as we should have the same team together throughout the budget year.

There was also an amendment in the District Court fund.

Motion by O'Dell supported by Sutherland to approve the FY 21/22 Budget Amendments as submitted by the City Manager.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

d. Building Department Administrator

City Manager Leven reviewed with City Council that item was regarding elevating Bob Logan's position in the Building Department to Building Administrator. Currently he worked 29 hours a week with no benefits, under this proposal he would be working 37.5 hours – full time – and he would get benefits. The increase was addressed in the FY 22/23 budget that was approved. She indicated that this would provide for someone in the office on a day to day basis and he would take care of managing the day to day operations of the department.

Motion by Schornak supported by O'Dell to elevate Robert Logan to the position of Building Department Administrator beginning July 1, 2022.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

e. Engineering RFP

City Manager Leven stated that City Council and City Administration have been discussing going out for RFP/ bid for many of their contracted services. She reviewed the contracted services for which we would use this process and noted that she was aware City Council was concerned as to whether or not they were getting the best value.

She shared that Mark Ragsdale had prepared the RFP and noted that there would be a few changes to be made prior to using this for the final RFP. She reviewed the timeline of preparing and processing the Request for Proposal for engineering services. City Council discussed their concerns and what they hoped to see.

Motion by Schornak supported by Baranski to move forward with the RFP for engineering services process, having the proposals due to the City Clerk on or before July 15, 2022 with the review of bids to be on the August 11, 2022 City Council Meeting.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

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f. Historical Barn Paint and Repair Expenditure

City Manager Leven reviewed the history of the historical barn painting and repair project. The Commission had received three quotes for work on this project and had chosen to go with Imperial Painting. City Manager Leven went over the breakdown of the line item expenditures and added that there was a donation from the Historical Society for this work as well as some funds that would be taken out of the donation fund from the Commission itself.

Discussion was had on the process and moving forward what this would look like. Finance Director Mistretta reviewed her dealings with the Commission and stated the work had already been completed and they were waiting for a check. Council Member Baranski expressed her concern in the manner in which this unfolded. She assured everyone that anyone who spends any of the City's money needed to be transparent and take the proposed expenditures through the proper channels.

Mayor Pro-Tem Schornak commented that it was her understanding that the funds were already in their account and they could spend them as they needed to.

Motion by Schornak supported by Sutherland to approve the expenditure of \$12,257.73 to approve payment for a portion of repair and painting of the barn at the Baumgartner House location to Imperial Painting.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki

NAYS: None

Motion Carried

g. Legal Services RFP

City Manager Leven indicated that this was similar to the item on the RFP for engineering services. She added that firms/ attorneys could bid one or both types of legal representation. Council Member Baranski wanted to make sure that the ability to submit a proposal for one or both types of legal representation was made clear in the proposal language.

Motion by Baranski supported by Sutherland to approve and RFP for legal services consistent with the timeline approved for the RFP for engineering services.

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki

NAYS: None

Motion Carried

9. RETURNING BUSINESS

a. Public Safety Department Uniform Policy

City Manager Leven referred to the letter City Council had before them regarding their request for a Public Safety Department Uniform Policy. Interim Public Safety Director Gillies was present to answer questions City Council may have.

Mayor Pro-Tem Schornak explained her concerns with Public Safety Department employees wearing more casual clothing – she was concerned that should they ever have to get to a situation immediately and if they were dressed in khaki's and a polo shirt they would not be easily identifiable.

Interim Public Safety Director explained how he had addressed the concerns in the proposed policy. City Council further discussed the policy and their issues with everyone wearing a uniform. Council Member Baranski thanked Interim Public Safety Director Gillies for giving them what they wanted in a policy. She wanted the uniform required clearly defined and clearly enforceable. After further discussion she asked that Mr. DeNault review the policy.

10. REPORT OF CITY ADMINISTRATION

City Manager Leven had updates on the following items:

She had been working on a camera system for the parks

DPW Director Ragsdale had contacted the company that originally built Fort Fraser when he first was hired. The company did a very thorough assessment of classifying the levels of urgency for repairs that were needed. This report did not come until this April. The DPW had been out this week and was working on it. She had been out to look at Fort Fraser, some repairs had been started by the DPW this week, and we need to look at the surface – mulch for this site.

The Big Bounce House is here – up and running and they will be here over the next two weekends.

We are still looking for a lot of part time people. We have full time people doing things like mowing the grass.

We tentatively have a date of July 13 around lunch time for the meeting regarding the Industrial Road Subdivision. Spray patching will start on Monday.

Next week DPW Superintendent Ragsdale will be meeting with the company who made the park signs and marking the spots they will be placed.

Meadows Park had issues with the concrete – that is being addressed.

Working on pre-planning on the carnival and the parade. We need more people. The parade should be Sunday July 24. She would be contacting the Lions regarding this.

Weather permitting Klein Road repairs should start on Monday.

She addressed the cross connection program. She was working with the company who was doing this – Hydrocorp – and putting together some type of informational document so the facts get out to the residents.

11. REPORT OF MAYOR AND CITY COUNCIL

Council Member Baranski gave an update of the Director of Public Safety process. She was excited and hoped to do the final interviews in August.

She thanked City Manager Leven for getting the Department Head updates promptly.

There is a survey for Parks and Recreation Master Plan – she encouraged everyone to answer that survey.

Congratulations to all the graduates. Fraser's is this Saturday.

Council Member Sutherland reviewed the Director of Public Safety hiring process. She felt there were a lot of really good candidates.

She reminded everyone to take the Parks and Recreation survey.

Happy Birthday to City Council Member O'Dell.

Congrats to the graduates.

Council Member O'Dell stated how cool it was to see the Bounce House inflated behind City Hall. Thanks to DPW for repairs made on Fort Fraser.

Fraser First Zip Cruise is about two weeks away from being completed and available to use.

This Sunday, June 12, Mom to Mom Sale at the Lions Club.

As far as the parade – please reach out to the groups - Fraser First – bands – just reach out and they will help if asked.

Mayor Pro-Tem Schornak shared that the Historical Commission – the Baumgartner House will be having their rummage sale on July 10. They are taking donations every Wednesday from 5:30 to 7:30 p.m. They had a great weekend and raised over \$1,000 and they wanted Mayor Pro-Tem Schornak to thank everyone who came out and to those that donated as well.

She then reviewed that the VFW was sponsoring Camp Trotter. This was a camp for 7 to 12 year olds. The VFW is having a fund raiser for this purpose. The camp is owned and

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operated by the Department of the VFW. There was no cost to the participants. There were no phones – it was a week long. The camp is located seven (7) miles east of Newaygo. She was asking the City Manager to post this on the website.

She added that she was happy with the direction the Director of Public Safety hiring process was going. She thanked Interim Public Safety Director Gillies for his efforts on the uniform policy.

She wished all a happy Fourth of July and congratulated all of the graduates.

Council Member Winowiecki addressed City Council at this time. He indicated that he had been dealing with some health issues. He shared that it is with mixed emotions that this will be his last City Council meeting. He thanked everyone for their support – the residents that voted for him, the staff, and his fellow City Council members. They accomplished a lot over the last four and a half years. Happy Father's Day to all the fathers!

Mayor Carnagie shared that the Memorial Day Event went very well.

This week we had fourth graders from Emerson Elementary come into City Hall for a Government Day. He shared that they had a mock City Council meeting and that it was enjoyable as the students were very engaged.

He shared that his wife was retiring this year and would miss the students very much.

Be safe for the Fourth of July, be careful with the fireworks.

12. CITIZEN PARTICIPATION

Jim Stelma, 32126 Crestwood Lane. First he shared heartfelt prayers for Council Member Winowiecki. He was here on behalf of his neighbors. They were the residents who lived on the back side of the very tall play structure equipment and whose privacy was being invaded. He stated he felt they had been victimized by the City. He stated that doing the right thing would be to move the structure.

Gaspar and Sharon Milazzo, 33275 Paoletti Dr., addressed the City Council. They reviewed the problems they had been having with sewer issues since three new homes had been built near his home about six years ago. The problems were ongoing. He would like someone to address this matter. Mayor Carnagie indicated that the City would follow up with them.

Dana Freers, 34610 Cristini Court, she indicated she was originally here regarding Fort Fraser. After listening to the City Manager's update she was happy that something was being done to repair it. She added that she started small groups to do little projects there. She thanked City Council for earmarking the \$2,000 earned for Fort Fraser to that cause. She would like to see some shade put up in the seating area and that might be a good use of the \$2,000. She added that the Mom to Mom Sale was at the Fraser Lions Club on Sunday from 10 a.m. to 4 p.m.

Laura Lesich, 15201 Fairview thanked the City Manager for looking into cameras for the parks. She attended the Recreation Commission meeting the other day – and the Zoom quality was horrible. She wanted to see this addressed. She would like City Council to have a Liaison on the Recreation Commission. She is anxious to see the signs go up.

13. CLOSED SESSION

Motion by Carnagie supported by Schornak to enter into closed session to consider a written legal opinion of the City Attorney exempt from discussion or disclosure at 9:22 p.m. with the session to begin at 9:30

AYES: Baranski, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

Council reconvened at 9:44 p.m.

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Motion by Schornak supported by Baranski to enter into closed session to discuss the City Manager's evaluation at 9:45 p.m.

AYES: Baranski, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

City Council reconvened at 10:38 p.m.

Motion by Baranski, supported by Sutherland effective with the next pay period give the Assistant City Manager, Sarah Mistretta, an eight percent (8%) pay raise.

AYES: Baranski, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

Council Member Baranski indicated that City Council needed to discuss how they were going to address the vacancy on City Council created by Council Member Winowiecki's resignation. After discussion, Mayor Carnegie requested the City Clerk to send a letter to the next highest vote getter in the last election – Suzanne Kalka.

14. ADJOURNMENT

Motion by Winowiecki supported by Baranski to adjourn the meeting at 10:39 p.m.

AYES: Baranski, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

Motion Carried

Respectfully Submitted:



Cindi Greenia
Clerk City of Fraser



Michael Carnegie
Mayor

