

**MINUTES OF THE EAST JORDAN CITY COMMISSION REGULAR MEETING HELD
TUESDAY, DECEMBER 6, 2005 AT 7:30 P.M. AT CITY HALL**

Present: Mayor Postma
Commissioners Symonds, McNitt, Bennett, Timmons, Vollbach and
Klooster

Absent: None

Mayor Postma called the meeting to order at 7:30 p.m. and led the pledge of allegiance.

ITEM #3 Inquiry of Conflicts of Interest

No conflicts of interest were voiced.

CONSENT AGENDA

Motion offered by Symonds, second by McNitt, to approve the minutes of the regular Commission meeting dated November 15, 2005, as submitted.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by McNitt, to approve the minutes of the Commission Organizational meeting dated November 14, 2005, as submitted.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by McNitt, to acknowledge receipt of the Paid Bill List dated November 30, 2005, totaling \$256,039.27.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by McNitt, to acknowledge receipt of Monthly Police Department Report, October, 2005.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by McNitt, to acknowledge receipt of minutes from the following Boards and Commissions:

- A. ZBA Public Hearing, October 24, 2005
- B. ZBA, October 24, 2005

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

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Motion offered by Symonds, second by McNitt, to acknowledge receipt of the following Zoning Activity Reports:

- A. October 2005
- B. November 2005

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

REGULAR AGENDA

ITEM #10 East Jordan Area Chamber, Civic Center Rental Request

Motion offered by Bennett, second by Vollbach, to approve the East Jordan Area Chamber of Commerce request for use of the Civic Center for the Annual Dinner and to waive the rental fee.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #11 Administrative Policy #132, Reimbursement for Meals

Commission discussed the proposed amendment to Administrative Policy #132 and additional options for amendment.

Motion offered by Bennett, second by Symonds, to amend Administrative Policy #132, Reimbursement for Meals to read as follows:

ADMINISTRATIVE POLICY #132

REIMBURSEMENT FOR MEALS

It shall be the policy of the City of East Jordan to reimburse its employees for meals, with the exception of alcohol, who are required to be away on authorized City business as follows:

Daily limit of \$45.00

Maximum of \$30.00 per meal

Special circumstances that may arise that require an extended meal limit will be presented to the City Administrator for approval.

All supporting receipts must be presented before reimbursement.

The receipt must have the breakdown of what was ordered NOT JUST A TOTAL SALE.

Name(s) of person(s) who meals are purchased for must be on all receipts.

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MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #12 Mileage Reimbursement

Motion offered by Symonds, second by Vollbach, to amend the personnel manual regarding mileage reimbursement from \$.31 per mile to adjust with the IRS rate.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #13 EMS Lease

Motion offered by McNitt, second by Vollbach, to approve the Ambulance Department lease agreement with the Lake Street Center and to authorize the City Administrator to sign the documents after review by the City Administrator and City Attorney.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #14 Appointments to Boards and Commissions

Motion offered by McNitt, second by Klooster, to make the following Board and Commission reappointments:

HOUSING COMMISSION 5 Year Term
Marion Tieber

PLANNING COMMISSION 3 Year Term
Brad Jones
Bart Petrich
Lynn Carson

DDA BOARD 4 Year Term
Tom Teske

BROWNFIELD REDEVELOPMENT 3 Year Term
Mike Stark

BOARD OF APPEALS 3 Year Term
Jackie Cutler

TOURIST PARK ADVISORY BOARD 3 year term
Kay Harper

ELM POINTE COMMISSIONER 3 year term

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Joyce VanderZee

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Klooster, second by Vollbach, to ask the City Attorney for an opinion on whether a City employee would have a conflict of interest as a member of the Charter Review Committee and to make the following appointments to the Boards and Commissions:

TOURIST PARK ADVISORY BOARD 2 vacancies 3 year term
Irving Bulmann
David Campbell

CHARTER COMMISSION 5 to 10 persons
Joe Hammond
Mark Robinson
Barb Malpass
Dan Miller
Ray Fisher
James Meredith

DDA BOARD 4 year term
Mary Jane Krumholz
Shelley Stallard (to fill vacancy expiring 12/2007)

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #15 DDA Update

No items to report.

ITEM #16 Administrator's Report

ADMINISTRATOR'S REPORT
DECEMBER 6, 2005

1. The City has been working for sometime with the School, Arts Council and District Library to facilitate a transfer of the Arts Council building to the City. A process has been worked out where that transfer can take place. State law requires that something of value must be exchanged between governmental units. The process which has been worked out pending all three governing board approvals is as follows: The City will purchase from the school the land the library needs to expand on site for two dollars, one dollar per parcel and other consideration. The City has for years swept the school parking lots and

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- we provide other services to the school. The city would then trade the land to the District Library for the Arts Council building. After acquiring the Arts Council building we would enter into a lease with the Arts Council. Any costs associated with this process will be paid by the Charlevoix County Community Foundation. Should the Commission approve of the land purchase and other aspects of this proposal the City would send a letter to the School Board getting the process started.
2. North Central Michigan College has announced that beginning in January 2006 they will be offering two classes in the Lake Street Center. The first two classes are Introduction to Literature and EMT Basic Class. They also announced a new scholarship has been started through their foundation for any student with an East Jordan mailing address and taking class at the Lake Street Center. This scholarship was started to help offset the cost between in district and out of district fees. I would like to publicly welcome North Central College to East Jordan as a partner in our ongoing revitalization.
 3. The City has received their Health Insurance increases for 2006 it will be increasing 9.7%. Our insurance representative for the MML pool Korthase-Flynn has come up with options that would lower the 9.7%. The next year and a half we are under union contracts in both the DPW and Police so no adjustments can be made in those departments. After presenting the various options to the non-union employees they have agreed to increase their co-pay on the prescription drug care from 10/10 to 10/20. This means if they wish to use name brand prescriptions the employee would pay the extra co-pay. Second the employees agreed to switch the vision plan from the current A80 to VSP which is an upgrade. The changes agreed to by the staff employees lowers their group increase to 4.4% for next year.

Administrator White presented the Commission with a request from the DPW Union to change the Christmas and New Year holiday observance days from Friday through Monday to Saturday through Tuesday.

Motion offered by Symonds, second by Klooster, to deny the DPW Union request to change the Christmas and New Year holiday observance days.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #17 Mayor's Report

Mayor Postma informed the Commission of a new program from Governor Granholm's office. Governor Granholm holds a conference call with Michigan's mayors to update them on various issues and projects.

ITEM #18 Attorney's Report

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Attorney Beatty congratulated the City on the opening of the North Central Michigan College campus in East Jordan.

ITEM #19 Commissioners

Commissioner Symonds thanked North Central Michigan College for working with the City and the Lake Street Center for working with the college and the City on various projects.

Commissioner McNitt inquired about the plowing issue in the Mill/Porter/Bowen Street area, asking whether the arrangement from last year would continue again this year.

Administrator White stated that the arrangement worked well last year and would be continued again this winter.

Commissioner Bennett stated that with Department Heads currently working on budgets he would like to see a tight budget presentation this year. He noted that the water and sewer rates will be scrutinized again.

Bennett felt that the City should present their disapproval to the Michigan Department of Transportation with the replacement of State highway road signs that were not in need of replacement.

Commissioner Vollbach questioned whether the curfew siren could be reset as it has been three minutes off since the time change in October.

Commissioner Klooster attended the Business After Hours at the Jordan Inn and complimented the Inn and recommends visiting and touring the remodeled Inn.

ITEM #20 Speaker Requests

No speaker request slips were received.

Mayor Postma adjourned the meeting at 8:31 p.m.

Respectfully,

Mark Postma
Mayor

Lori M. Campbell, CMC
City Clerk