

**MINUTES OF THE EAST JORDAN CITY COMMISSION REGULAR MEETING HELD
TUESDAY, DECEMBER 19, 2006 AT 7:30 P.M. IN 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 Vollbach, to approve the minutes of the Regular Commission meeting dated December 5, 2006, as submitted.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to approve the minutes of the City Commission Public Hearing dated December 12, 2006, RE: Downtown Infrastructure Project and Application for a \$650,000 Community Development Grant (CDBG), as submitted.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to approve the minutes of the Special Commission meeting dated December 12, 2006, RE: Downtown Infrastructure Project and Application for a \$650,000 Community Development Block Grant (CDBG), as submitted.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Paid Bill List dated December 13, 2006, totaling \$319,963.62.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Funds on Hand Report, November 2006.

MOTION CARRIED ALL AYES

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BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the Zoning Activity Report, November 2006.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Symonds, second by Vollbach, to acknowledge receipt of the following Monthly Public Safety Reports:

- A. Police Department, November 2006
- B. Fire Department, September 2006
- C. Fire Department, October 2006
- D. Fire Department, November 2006

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

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

- A. Jordan Valley District Library, October 25, 2006
- B. DDA, November 6, 2006
- C. Housing Commission, November 13, 2006
- D. DDA, December 4, 2006
- E. Board of Review, December 12, 2006

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

REGULAR AGENDA

ITEM #12 Ordinance #200A, Fiscal Year 2006/2007 Budget Amendment Ordinance

Commissioner Timmons felt the Police Department could reduce the payroll cost in their department to eliminate the amount to be used from the General Fund Fund Balance.

Commissioner Bennett felt the Police Department should consider reducing coverage and consider eliminating some 24 hour coverage during the winter months.

Treasurer Moreau stated the Chief of Police may have another line item that could be reduced to eliminate the Fund Balance amount used.

The following ordinance was offered for adoption by Symonds, second by McNitt:

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**ORDINANCE #200-A
FISCAL YEAR 2006/2007 BUDGET AMENDMENT**

The City of East Jordan Hereby Ordains:

That the Budget for the fiscal year beginning July 1, 2006 and ending June 30, 2007 shall be amended for operating the City of East Jordan. Ordinance #200 Budget Appropriations Act of 2006-2007 is hereby amended as follows:

Sec 1: Adoption of Budget

GENERAL FUND 101:

	<u>ADOPTED</u>	<u>AMENDED</u>
<u>Revenues:</u>		
403.000 Taxes-City Property	\$1,058,027.	\$1,083,830. (incr. 25,803.)
420.000 Unpaid Personal Prop. Tax	\$ 4,000.	\$7,260. (increase 3,260.)
694.000 Miscellaneous	\$6,500.	\$8,994. (increase 2,494.)
699.000 Operating Transfers In	\$47,000.	\$67,000. (incr. 20,000.)
698.001 Proceeds/Sale of Bonds	\$126,000.	\$175,000. (incr. 49,000.)
699.010 Fund Balance	\$221,235.	\$216,382. (decr. 4,853.)

Expenditures:

GOVERNING BODY/COMMISSION DEPT. 101-101:

805.000 Membership Fees/N.Econ All	\$ 2,000.	\$ 3,500. (increase 1,500.)
910.000 Insurance	\$16,000.	\$14,500. (decrease 1,500)

ADMINISTRATOR DEPT. 101-172:

703.002 Payroll Adm. Longevity	-0-	\$ 750. (increase 750.)
818.000 Contractual Services	\$1,000.	\$4,500. (increase 3,500.)
977.001 Eqpt. Computer & Software	\$ 200.	\$600. (increase 400.)

ATTORNEY/COUNSEL DEPT. 101-210:

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720.000 Workman's Compensation \$ 10. \$75. (increase 65.)

CLERK DEPT. 101-215:

900.020 Update Code of Ord. \$5,000. \$3,000. (decrease 2,000.)

BUILDING AND GROUNDS DEPT. 101-265:

931.000 M&R Building \$ 3,000. \$23,000. (incr. 20,000.)

TREASURER DEPT. 101-253:

899.000 Tax Rebate \$8,000. \$24,900. (incr. 16,900.)

POLICE DEPT. 101-301:

726.016 Statute/Offender Exp. -0- \$25. (increase 25.)

726.011 Subscriptions/Books \$350. \$325. (decrease 25.)

801.001 Legal \$3,500. \$18,500. (incr. 15,000.)

807.000 Payment Due Other Funds \$3,500. -0- (decrease 3,500.)

910.000 Insurance \$12,100. \$13,842. (increase 1,742.)

977.030 Eqpt.-Vehicle Exp. \$26,225. \$27,284. (increase 1,059.)

FIRE DEPARTMENT 101-336:

962.002 Uniforms/Turn Out Gear \$4,000. \$6,494. (increase 2,494.)

PUBLIC WORKS DEPT. 101-441:

821.202 Engineering-Major St. \$13,700. \$37,340. (incr. 23,640.)

975.010 Const. Paving/Division \$91,000. \$116,360. (incr. 25,360.)

COMMUNITY & SKATE PARK DEPT. 101-751.001:

705.000 Payroll-Director \$2,000. \$1,500. (decrease 500.)

710.000 Payroll Part-time Labor \$2,000. \$1,500. (decrease 500.)

716.000 Hospitalization Ins.-Fringes \$1,000. \$2,500. (increase 1,500.)

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718.000 Pension-Fringes	\$300.	\$900. (increase 600.)
821.000 Engineering	-0-	\$450. (increase 450.)
850.000 Telephone	-0-	\$75. (increase 75.)
860.00 Travel & School	-0-	\$350. (increase 350.)
910.000 Insurance	\$200.	\$60. (decrease 140.)
931.009 M&R Grounds	\$3,000.	\$2,000. (decrease 1,000.)
943.000 Eqpt. Rental	\$4,000.	\$3,165. (decrease 835.)

CIVIC CENTER DEPT. 101-758:

716.000 Hospitalization Ins. Fringes	\$300.	\$350. (increase 50.)
718.000 Pension-Fringes	\$75.	\$110. (increase 40.)
860.000 Travel & School	-0-	\$100. (increase 120.)
910.000 Insurance	\$1,300.	\$1,090. (decrease 210.)

MAJOR STREET FUND 202:

Expenditures:

Street Maintenance Dept. 202-463:

860.000 Travel & School	-0-	\$150. (increase 150.)
726.000 Supplies	\$4,000.	\$3,850. (decrease 150.)

LOCAL STREET FUND 203:

Expenditures:

Street Maintenance Dept. 203-463:

860.000 Travel & School	-0-	\$150. (increase 150.)
726.000 Supplies	\$2,000.	\$1,850. (decrease 150.)

FIRE EQUIPMENT FUND 206:

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Revenues:

403.000 Taxes-City Property	\$25,850.	\$27,123. (incr. \$1,273.)
420.00 Unpaid Personal Property Tax	\$100.	\$178. (increase 78.)
695.000 Bonds/Loans	\$232,341.	-0- (decrease 232,341.)
699.010 Fund Balance	\$36,242.	\$16,271. (decr. 19,971.)

Expenditures:

977.010 Eqpt. Sutphen Custom	-0-	\$21,322. (incr. \$21,322.)
977.030 Eqpt. Vehicle Exp.	\$232,341.	-0- (decrease 232,341.)

REHAB FUND 230:

Revenue:

699.010 Fund Balance	\$60,916.	\$39,416. (decr. 21,500.)
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Expenditures:

956.000 Misc.	\$20,000.	-0- (decrease 20,000.)
999.001 Transfer to Gen. Fund	-0-	\$20,000. (incr. 20,000.)
999.505 Transfer to Ambulance Fund	-0-	\$21,500. (incr. 21,500.)

TIFA FUND 247:

Revenues:

611.000 Commemorative Brick Prog.	\$1,000.	\$2,880. (increase 1,880.)
699.010 Fund Balance	\$23,375.	\$4,599. (decr. 18,776.)

Expenditures:

808.000 Commemorative Brick	\$1,000.	\$1,332. (increase 332.)
860.000 Travel & School	\$ 500.	\$800. (increase 300.)
900.000 Publishing	\$300.	\$600. (increase 300.)

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975.003 Capital Outlay	\$20,000.	\$20,948. (increase 948.)
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999.497 Transfer to M-66 Bike Path	-0-	\$18,776. (incr. 18,776.)
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TIFA 2004 C/CON.M-66 BIKE PATH FUND 497:

Revenues:

699.000 Operating Trans. In	-0-	\$18,776. (incr. 18,776.)
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699.010 Fund Balance	-0-	\$12,224. (incr. 12,224.)
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Expenditures:

818.000 Contractual Services	-0-	\$26,000. (incr. 26,000.)
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821.000 Engineering	-0-	\$5,000. (increase 5,000.)
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AMBULANCE FUND 505:

Revenues:

615.000 EMS Training	\$1,000.	\$1,100. (increase 100.)
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694.000 Miscellaneous	\$150.	\$9,000. (increase 8,850.)
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699.000 Operating Trans. In	-0-	\$21,500. (incr. 21,500.)
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Expenditures:

726.015 Supplies Education	\$250.	\$700. (increase 450.)
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801.000 Professional & Cont.	-0-	\$763. (increase 763.)
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900.00 Publishing	\$100.	\$275. (increase 175.)
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910.000 Insurance	\$6,000.	\$4,312. (decrease 1,688.)
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943.000 Eqpt. Rental	\$300.	\$500. (increase 200.)
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977.017 Eqpt. Defib/Mon	\$15,585.	\$15,597. (increase 12.)
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977.021 Eqpt. Amb 02 Osage	\$21,264.	\$21, 252. (decrease 12.)
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977.030 Eqpt. Vehicle Exp.	\$80,000.	\$110,350. (incr. 30,350.)
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HARBOR FUND 505:

Revenues:

673.000 Sale of Fixed Assets	-0-	\$300. (increase 300.)
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Expenditures:

705.010 Payroll Overtime	\$500.	\$600. (increase 100.)
910.000 Insurance	\$3,100.	\$3,556. (increase 456.)
931.009 M&R Grounds	\$5,000.	\$3,740. (decrease 1,260.)
939.000 Vehicle Maint.	\$1,000.	\$1,500. (increase 500.)
976.976 Dredging	-0-	\$504. (increase 504.)

TOURIST PARK FUND 545:

Revenues:

609.000 Cancellation Fee	\$400.	\$500. (increase 100.)
664.000 Interest	\$800.	\$1,000. (increase 200.)
699.010 Fund Balance	\$66,128.	\$54,800. (decr. 11,328.)

Expenditures:

715.000 Social Security Fringes	\$1,998.	\$3,326. (increase 1,328.)
726.004 Wood-Ice Expense	\$1,500.	-0- (decrease 1,500.)
751.000 Diesel/Gasoline	\$400.	\$800. (increase 400.)
818.000 Contractual Services	\$3,000.	-0- (decrease 3,000.)
821.000 Engineering	-0-	\$17,000. (incr. 17,000.)
920.000 Electric Service	\$7,500.	\$8,000. (increase 500.)
927.000 Sewer & Water Bldg.	\$12,000.	\$9,500. (decrease 2,500.)
939.000 Vehicle Maintenance	\$200.	\$800. (increase 600.)

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860.000 Travel & School	\$1,300.	\$1,000. (decrease 300.)
931.000 M&R Bldg.	\$1,500.	\$1,000. (decrease 500.)
943.000 Eqpt. Rental	\$1,800.	\$1, 600. (decrease 200.)
975.003 Capital Outlay	\$2,500.	\$2,300. (decrease 200.)

WATER FUND 591:

Revenues:

694.000 Miscellaneous	\$1,000.	\$1,100. (increase 100.)
699.010 Fund Balance	\$944,042.	\$814,234. (decr. 129,808.)

Expenditures:

821.000 Engineering	\$5,500.	\$24,700. (incr. 19,200.)
975.003 Capital Outlay	\$90,000.	\$125,000. (incr. 35,000.)
975.014 Capital Outlay Div/State	-0-	\$75,708. (incr. 75,708.)

EQUIPMENT FUND 661:

Revenues:

664.000 Interest	\$100.	\$200. (increase 100.)
673.000 Sale of Fixed Assets	\$1,000.	\$1,286. (increase 286.)

Expenditures:

726.000 Supplies	\$18,000.	\$18,386. (increase 386.)
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PERPETUAL CARE FUND 711:

Revenues:

664.000 Interest	\$2,000.	\$3,000. (increase 1,000.)
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Expenditures:

999.000 Transfers Out	\$2,000.	\$3,000. (increase 1,000.)
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ROLL CALL VOTE:

AYES: Klooster, Vollbach, Bennett, McNitt, Symonds and Postma

NAYS: Timmons

ABSENT: None

ABSTAIN: None

ADOPTED: December 19, 2006

PUBLISHED: December 28, 2006

EFFECTIVE: January 4, 2007

ITEM #13 Tourist Park 2007 Camping Rates

Parks Director Cannon presented the Commission with new Tourist Park rates for the 2007 camping season. He asked the Commission to consider the changes prior to January 1 as the park will begin taking reservations after the first of the year.

Motion offered by McNitt, second by Symonds, to adopt the following Tourist Park rates for the 2007 camping season:

All full hook-up sites (elec, water, sewer, cable)	\$30
Pop-up sites (elec, water, w/cable)	\$25
Pop-up sites (elec, water, w/o cable)	\$20
Tent site	\$17
Monthly rate (full hook-up)	\$765
Seasonal rate (4 months or longer)	\$2,880
Dump station	\$5
10% discount for Group Memberships (Good Sams, Holiday Ramblers, Escapees)	\$27, 22.50, 18.90, 15.30

MOTION CARRIED
BY ROLL CALL VOTE

AYES: MCNITT, TIMMONS, VOLLBACH, KLOOSTER, SYMONDS, POSTMA
NAYS: BENNETT

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Motion offered by McNitt, second by Vollbach, to continue the off season discount of \$5 per night.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #14 DPW Union Holiday Change Request

Motion offered by Symonds, second by McNitt, to follow the DPW Union contract regarding the Christmas and New Years holidays and to deny the union members request to change the days off from Friday and Monday to Monday and Tuesday.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

ITEM #15 Appointments to Boards and Commissions

Motion offered by McNitt, second by Symonds, to make the following appointments to the vacancies on the various Boards and Commissions of the city:

DDA BOARD

Tom Kenyon 3 yr term expiring 12/2009

JORDAN VALLEY DISTRICT LIBRARY

Cheryl Hofweber to fill term expiring 7/2008

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Klooster, second by McNitt, to make the following reappointments to the various Boards and Commissions of the City:

HOUSING COMMISSION 5 Year Term

Jim Meredith

PLANNING COMMISSION 3 Year Term

Bill Dunson
Jim LaBeau

BROWNFIELD REDEVELOPMENT 3 Year Term

Barb Worgess

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BOARD OF APPEALS 3 Year Term

Mike Burr
Mike Baier

ELM POINTE COMMISSION 3 year term

Toni Jeffery

BOARD OF REVIEW 2 year term

Tom Fender

DDA BOARD 4 year term

Linda Michael

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Commission discussed the remaining vacancies on the various Boards and Commissions.

ITEM #16 DDA Update

No items to report.

ITEM #17 Administrator's Report

ADMINISTRATOR'S REPORT
DECEMBER 19, 2006

1. The Holiday season is coming fast and all of our various projects are on track to be picked up in January. 2007 is going to be another busy year in East Jordan. Once we receive the Corp of Engineers permits, dredging can be scheduled, possibly Boat Launch, Tourist Park and Harbor upgrades will be looked at and the long awaited M-32 Bike path and State Street re-construction started and completed. The year 2007 will see the Fire-EMS working with the Commission as they look over the options for a new combined facility and reuse of the existing facilities. Last but not least, finally starting work on a new downtown hotel, convention center and spa. Sounds like it could shape up to be a very busy year.
2. Our first Commission meeting in 2007 is January 2nd. As we will all just be getting back in the swing after the holidays, I am requesting that the January 2nd meeting be cancelled and only have the one scheduled meeting in

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January. Should a special meeting be needed for any of the projects I outlined in item #1, it could be called with 18 hours notice.

3. I would like to wish the citizens, commission and city employees all a great holiday season and I look forward to a busy 2007.

Motion offered by Klooster, second by McNitt, to cancel the Commission meeting of January 2, 2007 due to the holidays.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Administrator White presented the Commission with a letter from the Chamber President with requests from the City for the Sno-Blast Festival January 19-21, 2007.

Motion offered by McNitt, second by Bennett, to approve the Sno-Blast Festival requests pending Department Head review.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

White discussed the Red Cross request for use of the Civic Center for Blood Drives and their request to have the fee waived.

Motion offered by McNitt, second by Vollbach, to authorize the Red Cross to use the Civic Center for Blood Drives and to waive the rental fee with the schedule to be determined with city staff.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Parks Director Cannon reviewed with the Commission proposed plans for dredging the harbor area at the Tourist Park. The existing docks would be replaced and the channel into the harbor would be widened. The land east of the harbor could be filled with dredged sand and this area could be used for a picnic area or overflow tent camping in the future. He asked for the Commissions input and if they would like to proceed with this project.

Consensus of the Commission was to proceed with the project and application for grant funding.

Cannon informed the Commission the Army Corp of Engineers will be issuing a permit this winter to allow the City to bid for a spring dredge at the Municipal Harbor.

Administrator White wished everyone a Merry Christmas.

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ITEM #18 Mayor's Report

Mayor Postma thanked everyone for a great year and wished everyone a Merry Christmas.

ITEM #19 Attorney's Report

Attorney Beatty stated that he has been addressing blight issues in District and Circuit Court.

He also wished everyone a Merry Christmas and Happy New Year.

ITEM #20 Commissioners

Commissioner Bennett asked for an update regarding the bids received for the demolition of 102 Water Street.

Administrator White stated the bids received ranged from \$25,000 to \$55,000. He noted that he has asked Parks Director Cannon to contact all bidders to request a price without the removal of the flooring and foundation. He will be presenting the bids to the Commission on January 16.

All Commissioners exchanged holiday greetings.

ITEM #21 Speaker Requests

No speaker request slips were received.

Mayor Postma adjourned the meeting at 8:27 p.m.

Respectfully,

Mark Postma
Mayor

Lori M. Campbell, CMC
City Clerk