

**City of Marine City
City Commission Minutes
January 18, 2024**

A regular meeting of the Marine City Commission was held on Thursday, January 18, 2024 at 260 South Parker Street, Marine City, and was called to order by Mayor Vandebossche at 7:01 P.M.

Present: Mayor Jennifer Vandebossche, Commissioners Jacob Bryson, Elizabeth Hendrick, William Klaassen, Sean O'Brien, Rita G. Roehrig, Brian Ross; City Manager Scott Adkins; City Attorney Robert Davis; City Clerk Jason Bell.

Absent: None.

AUDIO/VIDEO AVAILABLE

For complete audio of meeting, visit the following link:

https://www.youtube.com/watch?v=7hwC4o_HuUs

APPROVE AGENDA

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the agenda. All Ayes.
Motion Carried.

PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS

None.

PUBLIC COMMENT

Rudy Menchaca spoke on businesses and sidewalk encroachments with tables, ropes, etc. He also spoke on the traffic light at Main and Broadway having an issue with the crosswalk light and not giving enough time or displaying incorrectly.

Joe Moran spoke on the blight/vacant building ordinance and the creation of it to benefit the City and that the ordinance is still needed.

Phil Oleksiak spoke on marijuana facilities and it was his opinion to build in all the enforcements possible by law.

APPROVE MINUTES

City Commission Meeting Minutes – December 14, 2023

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the City Commission Meeting Minutes of December 14, 2023. All Ayes. Motion Carried.

CONSENT AGENDA

Presented:

- a. MCAFA Run Report
- b. Departmental Monthly Activity Reports
- c. Corrective Amendment to Employment Agreements
- d. Local Government Approval – TwoRivers Winery, LLC; On-Premises Tasting Room Permit
- e. Business License – Schneider’s Motorsports and Marine
- f. Special Event Permit – Marine City Chamber of Commerce Fire, Ice & Spice Festival

Motion by Commissioner Bryson, seconded by Commissioner Hendrick, to approve the Consent Agenda a-f as presented. **Roll Call Vote.** Ayes: Bryson, Hendrick, Klaassen, O’Brien, Roehrig, Ross, Vandenbossche. Nays: None. Motion Carried.

ITEMS REMOVED FROM CONSENT AGENDA

None

FINANCIAL BUSINESS

Expenditures Including Payroll - \$867,621.18

City Manager Adkins stated the large number was due to only having one meeting in December and January as well as end of year items and taxes being paid out.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve expenditures including payroll in the amount of \$867,621.18. **Roll Call Vote.** Ayes: Hendrick, Klaassen, O’Brien, Roehrig, Ross, Vandenbossche, Bryson. Nays: None. Motion Carried.

Preliminary Financial Statements

Commissioner Ross stated Treasurer Katy Posey was doing a great job.

Motion by Commissioner Bryson, seconded by Commissioner Ross, to receive and file the preliminary financial statements. All Ayes. Motion Carried.

Resolution 001-2024 – Notice of Intent and Declaring Intent to Reimburse

City Manager Adkins spoke on the Resolution and the requirement per the Safe Drinking Water grant in order to obtain bonds and to publish the notice in the newspaper. Commissioner Ross stated this was the produced work product from Miller Canfield.

Commissioner Hendrick inquired on the \$20,000,000 indicated in the notice. City Manager Adkins stated there were extra funds built in just in case, but it was still projected to be \$13,000,000.

Motion by Commissioner Byrson, seconded by Commissioner Ross, to approve Resolution 001-2024 a Resolution Authorizing Notice of Intent and Declaring Intent to Reimburse. **Roll Call Vote.** Ayes: Klaassen, O'Brien, Roehrig, Ross, Vandenbossche, Bryson, Hendrick. Nays: None. Motion Carried.

Resolution 002-2024 – Poverty Exemption Policy & Guidelines

City Manager Adkins stated this was part of the property tax act for relief on taxes and is a requirement. Commissioner Ross stated the public needs to utilize this exemption and to look at the guidelines.

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to approve Resolution 002-2024 a Resolution to set the 2024 Poverty Exemption Policy and Guidelines. **Roll Call Vote.** Ayes: O'Brien, Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Klaassen. Nays: None. Motion Carried.

Authorization for Reinvestment of Surplus Funds

City Manager Adkins stated based on the previously passed investment policy, the first investment was 90 days due at the end of January and the City was looking to reinvest the funds as there was about a 5% gain.

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to approve the reinvestment of U.S. Treasury Bill #912797JB4 for a period of 90 days from the date of the current maturity of 1-30-2024. **Roll Call Vote.** Ayes: Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Klaassen, O'Brien. Nays: None. Motion Carried.

Approval of 2024-2025 Budget Schedule

Commissioner Hendrick inquired if the Commission still wanted to do the Budget Meeting scheduled for April 18, 2024 before the Commission Meeting as it is normally done the next day after the first budget workshop. City Manager Adkins stated it is possible to have a 5:30 start for that budget workshop if it is needed and it is possible to have another workshop prior to the approval in May. Commissioner Ross stated there was still a week in between to have a meeting before the next Commission meeting.

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve the 2024-2025 Budget Schedule as presented. All Ayes. Motion Carried.

UNFINISHED BUSINESS

Recreational Marijuana Facilities Update

City Manager Adkins spoke on where the Commission left off with the first reading and discussion involving maps and setbacks and the delay with receiving new maps from the County due to an illness of the individual who creates them. He stated new maps were created with setbacks of 500 feet due to there being no parcels available at 1,000 feet or 750 feet.

Commissioner Hendrick stated while looking at the Alger Street parcels, she believed they were all industrial, but the maps show residential. City Manager Adkins stated that area was residential use so the area was eliminated as indicated in the ordinance of residential use.

Commissioner Ross stated no single parcel exists according to the maps, so he inquired if some of the parcels would need to be divided and if a green zone was possible. City Manager Adkins stated a green zone or the ordinance could indicate lot splits would be needed. He also stated the marijuana facilities ordinance would need to reflect this as well as an amendment to the zoning ordinance to reflect this as well.

Commissioner Klaassen inquired when the setbacks changed to 500 feet. City Manager Adkins stated maps for 1,000 feet and 750 feet did not allow for any properties so it was decreased to 500 feet. Commissioner Klaassen inquired if the maps for 1,000 foot setbacks include properties. City Attorney Davis stated they did not and an ordinance could not be enacted that does not allow property to be used. Commissioner Hendrick stated she did not have a problem with 500 feet. Mayor Vandebossche inquired if the ordinance would need to be amended to reflect the 500 foot setbacks. City Manager Adkins stated the ordinance would need to be amended and brought back for a second reading and adoption.

Commissioner Ross requested clarification on the colors and uses indicated on the map. City Manager Adkins stated the white areas were good, blue areas were Cottrellville residential and red areas were Marine City residential.

Motion by Commissioner Hendrick, seconded by Commissioner O'Brien, to bring back the ordinance for a second reading with 500 foot setbacks for zoned use. **Roll Call Vote.** Ayes: Ross, Vandebossche, Bryson, Hendrick, O'Brien, Roehrig. Nays: Klaassen. Motion Carried.

Vacant Building Ordinance Update/Discussion

City Manager Adkins spoke on the vacant building ordinance and an administrative review to compare with other communities and suggested to set up a working admin committee to review. He also provided a handout outlining other communities and their fees/requirements for vacant buildings.

Commissioner Hendrick stated she did not vote for the ordinance when it was enacted as the fees were too much. She stated some buildings were not vacant even though they're not businesses. City Manager Adkins stated the City did not want buildings to fall into disrepair. City Attorney Davis suggested a provision in the ordinance to exclude buildings that have a use. City Manager Adkins stated it would not be wise to write the ordinance to skirt the business license ordinance.

Commissioner Roehrig believed it was a good idea to include emergency contact information. Commissioner Ross wanted the following items included in a revised ordinance: businesses in transition, transitional time if closing/opening business, revised fee schedule, revise for seasonal components, prorating first year fee, allow use but must demonstrate use, may not display hours if the business is not open, language for hardship and emergency contact required.

NEW BUSINESS

Zoning Board of Appeals Ordinance Update

City Manager Adkins spoke on the Zoning Board of Appeals Ordinance and the structure of the board. He stated the City was missing language regarding alternates and the ordinance states 5 members no alternates. He suggested the ordinance be revised to include 2 alternates. Mayor Vandebossche inquired if City Attorney Davis could provide training again to the Zoning Board of Appeals and City Attorney Davis stated he could.

Approve Street Lighting Contract with DTE Energy

City Manager Adkins spoke on a lighting issue along Ward Street that included dark areas near the school. He stated DTE did an assessment and recommended an amendment to the Master Agreement to add 2 street lights for a cost of \$967.19.

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve the master agreement for municipal street lighting with DTE including the installation of two street lights for \$967.19. **Roll Call Vote.** Ayes: Bryson, Hendrick, Klaassen, O'Brien, Roehrig, Ross, Vandebossche. Nays: None. Motion Carried.

ADMINISTRATIVE REPORTS

City Attorney Report

Commissioner Hendrick inquired when the Commission will receive updates on a few items. City Attorney Davis stated he will provide updates.

City Manager Report

City Manager Adkins thanked everyone for their concerns during his illness. He stated he met with Paul Dingeman for an episode of Focus which will be out next week.

Commissioner Bryson inquired if the business license ordinance and fees could be looked at as well. City Manager Adkins stated it could.

Reports from Department Heads

Commissioner Ross inquired to Chief Slankster if the Fire Department took expired smoke detectors. Chief Slankster stated they did and also provide new smoke detectors.

Clerk Bell spoke on business license fees and an updated fee schedule coming with the budget. He also provided updates on Elections/Early Voting, Granicus Peak Agenda Software and the Charter Review Committee meeting.

COMMISSIONER PRIVILEGE/LIAISON REPORTS

Commissioner Klaassen stated there was no Planning Commission Meeting. He spoke on sidewalk obstructions and them only being allowed during Covid. He also raised an issue with the cemetery and the piling up of clay on top of graves.

Commissioner Bryson spoke on the Charter Review Committee meeting and encouraged citizens to attend and engage in the process.

Commissioner O'Brien thanked the City Clerk and City Manager for their work on the agenda. He spoke on Election season and attending the public accuracy testing for the Election programming and encouraged citizens to participate and educate on issues. He also encouraged the use of pet safe salt on sidewalks and wished everyone to be safe and stay warm.

Commissioner Ross spoke on the Charter Review Committee and inquired if it could still be recorded. City Clerk Bell stated it could be. He stated there was no Historical Commission meeting and the City was waiting on the grant decision. He stated the 300 Broadway Committee meeting was postponed until Monday, January 29th. He encouraged everyone to be safe and stated the DPW has done a great job with salting. He also encouraged citizens to contact City Offices for utility assistance.

Commissioner Roehrig encouraged everyone to be safe and give themselves extra time and that she was looking forward to the new meeting software.

Commissioner Hendrick spoke on the sidewalk obstruction issue and that the tables and other items were supposed to be removed for the Winter and believed it was in the resolution. She also spoke on the traffic

lights and crossing issues. She reminded the citizens that the Charter revisions still needed to go to the vote of the people. She stated if anyone needed assistance with anything to utilize “211”. She thanked City Manager Adkins and staff for making progress.

Mayor Vandebossche stated if anyone needed assistance with utility bills to use the tools available. She stated there was a CED Board meeting on January 24th. She mentioned the City Manager and herself were looking at some SEMCOG events that were beneficial to the City and to look for the Focus segment on channel 6. Mayor Vandebossche stated if anyone needed agenda packets to see City Offices and they would print one. She encouraged everyone to be safe and Go Lions!

ADJOURNMENT

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to adjourn at 8:44p.m. All Ayes. Motion Carried.

Respectfully submitted,

Jason A.Bell
City Clerk

Jennifer Vandebossche
Mayor