



CITY OF BURTON
BURTON CITY COUNCIL MEETING
JANUARY 3, 2017
MINUTES

Council Chambers

Regular Meeting

7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 7:00 PM.

A. INVOCATION LED BY: MR. O'KEEFE

B. THE PLEDGE OF ALLEGIANCE IS LED BY: MR. O'KEEFE

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Councilman	Present	
Steven Heffner	President	Present	
Steven Hatfield	Councilman	Present	
Dennis O'Keefe	Councilman	Present	
Vaughn Smith	Councilman	Present	

D. STAFF PRESENT

Paula Zelenko, Mayor
Rik Hayman, Chief of Staff

Teresa Karsney, Clerk

E. APPROVAL OF MINUTES

1. City Council - Council Audit Workshop - Dec 19, 2016 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, Heffner, Hatfield, O'Keefe, Smith

2. City Council - Regular Meeting - Dec 19, 2016 7:00 PM

Mr. Haskins requested that the roll call be put into the minutes for the calling the question on the budget amendments. The Clerk stated she would take care of that.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, Heffner, Hatfield, O'Keefe, Smith

F. ADMINISTRATIVE REPORTS

Mayor Zelenko went over the agenda item. Today being our first day back from the holiday break, I do not have a lot to report tonight. We are getting caught up on email, phone calls and regular mail. The Labor Attorney billing was received today, so that will be on your January 16th meeting agenda.

Department heads are putting together their departmental information for the 17-18 fiscal year budget as well as an update for the remaining 16-17 budget year. We working to have a mid-year review information at the January 16th meeting.

The Master Plan Open House is January 24th at Fire Station #2 the first session is at 1:00 p.m. to 3:00 p.m. and the second session is from 6:30 p.m. to 8:30 p.m. Please encourage citizens that you speak with to attend one or both sessions to give their input.

New Year's Day, our Fire Department responded to fire in Twin Meadows. Three residents with injuries were taken to Hurley Hospital. I do not know their status at this time. The fire is still under investigation. There were not injuries to our firefighters.

It was brought to my attention late last night of a problem at 1200 Wells Street regarding a wood chopping business that appeared over the holidays. Code enforcement investigated the property this morning, spoke with responsible parties, and gave them formal notice to remove the wood. The parties stated that they would have the property cleaned up by the weekend. This is a LandBank owned property and the Landbank was notified of the problem.

Lastly, Tree House Master episode at For-Mar is scheduled to air Friday, January 13th at 10 p.m.

G. COMMITTEE REPORTS

Mr. Hatfield received an update on the website by email today and will email that to all the council members.

Mr. Heffner set a Goal Setting Workshop on February 6, 2016 at 6:00 p.m.

Mr. Heffner appointed Mr. Smith as the Council Representative to the Planning Commission.

H. AUDIENCE PARTICIPATION

City Council received comments from the following people:

Bud LeGrande - Needing copy of the Charter and unable to get a hold of the Mayor.

I. COUNCIL DISCUSSION

Council discussed the following:

Wood Cutting going on at 1200 Wells.

Marketing the City to prospective businesses.

Getting the information on the Master Plan out to the public.

Dual duties that the Deputy Fire Chief is doing.
Sound System in the Council Chamber.
Personnel issues.

J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (Amanda Doyle) 12/14/16 to 12/22/16 in the amount \$3,918.50.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Duane Haskins, Councilman
AYES:	Martinbianco, Haskins, Heffner, Hatfield, O'Keefe, Smith

2. Vacant City Council Seat

Mr. Heffner stated that the Clerk will give everyone copies of all the applications at the next City Council meeting.

Meeting was adjourned at 7:52 PM.



CITY OF BURTON
BURTON CITY COUNCIL MEETING
DECEMBER 19, 2016
MINUTES

Council Chambers

Council Audit Workshop

6:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 6:03 PM.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Councilman	Present	
Steven Heffner	President	Present	
Ellen Ellenburg	Councilwoman	Present	
Steven Hatfield	Councilman	Present	
Dennis O'Keefe	Councilman	Present	
Vaughn Smith	Councilman	Present	

B. STAFF PRESENT

Paula Zelenko, Mayor
 Rik Hayman, Chief of Staff
 Sue Warren, Human Resources

Ginger Burke-Miller, Controller
 Teresa Karsney, Clerk
 Better Bigsby, Benefits

C. AUDIENCE PARTICIPATION

None

D. ADMINISTRATIVE REPORT

E. PRESENTATION

1. To receive the Comprehensive Annual Financial Report for June 30, 2016 from Rehmann.

Mr. Deeter from Rehmann went over the slide presentation and answered questions for Council. Mr. Kowalski explained forensic audits and risk assessments.

Meeting was adjourned at 7:03 PM.

Minutes Acceptance: Minutes of Dec 19, 2016 6:00 PM (APPROVAL OF MINUTES)



CITY OF BURTON

BURTON CITY COUNCIL MEETING

DECEMBER 19, 2016

MINUTES

Council Chambers
Regular Meeting
7:00 PM

**4303 S. CENTER ROAD
BURTON, MI 48519**

This meeting was opened by President Steven Heffner at 7:20 PM.

A. INVOCATION LED BY: SADONNA MYERS

B. THE PLEDGE OF ALLEGIANCE IS LED BY: MRS. ELLENBURG

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Councilman	Present	
Steven Heffner	President	Present	
Ellen Ellenburg	Councilwoman	Present	
Steven Hatfield	Councilman	Present	
Dennis O'Keefe	Councilman	Present	
Vaughn Smith	Councilman	Present	

D. STAFF PRESENT

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Dec 5, 2016 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Duane Haskins, Councilman
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

F. ADMINISTRATIVE REPORTS

Mayor Zelenko stated the November Revenue and expenditure report is included in your packet tonight and presented the agenda items on tonight's agenda.

I would like to take a moment to thank Councilwoman, Ellen Ellenburg for her service to the Burton City Council by presenting her with the highest honor a mayor can give; a key to the City.

Attorney Leadford will be here tonight and is requesting a closed session as permitted under OMA Section 8 a, c and h. Last week AFSCME voted to reject the proposed CBA.

Minutes Acceptance: Minutes of Dec 19, 2016 7:00 PM (APPROVAL OF MINUTES)

At the December 5th council meeting, I spoke of going to the Michigan House of Representatives Committee on Local Government to address package of bills regarding municipal pension and OPEB unfunded liabilities. At the beginning of the committee session, the Chairman announced that they would not be taking up the package during lame-duck so they would not be taking testimony. Several local government officials were in attendance and had been in contract with committee members, as well as the large presence of police and fire fighters groups who showed up to demonstrate on the Capital steps.

Thank you Mr. Heffner for assisting our seniors with snow removal.

Just a reminder that during the holiday break, city buildings will generally be closed beginning this Friday, December 23 and will reopen on January 3, 2017. During the holiday shutdown, should you be contacted by residents that have urgent concerns such as water breaks, sanitary sewer back ups, please urge them to call 911. 911 will contact our on call emergency staff.

1. Revenue and Expenditure Report November 2016

G. COMMITTEE REPORTS

Mr. Ellenburg stated there will be an Open House on the Master Plan held on January 24, 2017 from 1:00 p.m. to 3:00 p.m. and 6:30 p.m. to 8:30 p.m. at Burton Fire Station #2. There is will also be library book sale in January.

Mr. Heffner stated the City Council will be taking resumes for appointment to Mrs. Ellenburg's vacant council seat from January 3, 2017 to January 10, 2017 in the Clerk's office. There will be a Special Council Meeting held January 18, 2017 at 6:00 p.m.

1. Motion to add as item # 8.

City of Burton by and through it's Council will be accepting applications and/or resumes for a vacant City Council position on January 3, 2017 at 9:00 a.m. All applications or resumes shall be time stamped by the Clerk on or before the close of business on January 10, 2017. City Council will hear from any and all applicants having properly submitted to the position wanting to be heard or be called upon at a Special City Council meeting held on January 18, 2017 at 6:00 p.m. at which time a new City Council member will be appointed by City Council to fill the remaining term caused by the resignation of Councilwoman Ellen Ellenburg.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Duane Haskins, Councilman
SECONDER:	Steven Hatfield, Councilman
AYES:	Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

2. Motion to amend Item # 6a to read as follows:

Rescind the waiver action taken on September 6, 2016 of the collection of monies due the City of Burton under a contract executed between City of Burton and Rizzo Industrial LLC, the developer of Rizzo Industrial Park, relating solely to parcel number 59-31-529-015 in the amount of \$23,644.25.

RESULT: CARRIED [UNANIMOUS]
MOVER: Duane Haskins, Councilman
SECONDER: Dennis O'Keefe, Councilman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

3. Motion to add as Item 6B.

Approve and authorize the waiver and release of special assessments and related fees owed to the City of Burton for parcel number 59-31-529-016 in the amount of \$28,454.01 (\$23,644.25+4,809.76) with the understanding that Oxford Bank will pay the remaining assessment amount of \$4,809.76 upon closing.

RESULT: CARRIED [UNANIMOUS]
MOVER: Duane Haskins, Councilman
SECONDER: Dennis O'Keefe, Councilman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

4. Motion to add as Item #9 To adopt a resolution directing the Clerk of the City of Burton to cause the following question to appear on the ballot of the next election in the City of Burton. Shall the City of Burton revise the charter of the City of Burton by the election of a Charter Commission consisting of 9 elected members as prescribed by law?

RESULT: CARRIED [5 TO 2]
MOVER: Steven Hatfield, Councilman
SECONDER: Dennis O'Keefe, Councilman
AYES: Martinbianco, Ellenburg, Hatfield, O'Keefe, Smith
NAYS: Haskins, Heffner

5. Motion to go into closed session under the OMA Section 8 a, c and h after Council Action.

RESULT: CARRIED [UNANIMOUS]
MOVER: Steven Hatfield, Councilman
SECONDER: Dennis O'Keefe, Councilman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

H. AUDIENCE PARTICIPATION

City council received comments from the following people:

Sadonna Myers of Burton - Thanking Mrs. Ellenburg for serving the City of Burton
 Rick Fuhst of Burton - Not the time to open the Charter and need to make changes to the employee retirement.

I. COUNCIL DISCUSSION

City Council discussed the following:

Procedure to open the Charter.

What it would cost to open the Charter.

Why we should look at opening the Charter.

J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (Amanda Doyle) 11-30-16 to 12-13-16 in the amount \$4,325.75.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Duane Haskins, Councilman
SECONDER:	Ellen Ellenburg, Councilwoman
AYES:	Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

2. Motion to call for the question on the Budget Amendments.

RESULT:	CARRIED [5 TO 2]
AYES:	Martinbianco, Ellenburg, Hatfield, O'Keefe, Smith
NAYS:	Haskins, Heffner

3. Budget Amendments Approve and Authorize the 2016-2017 budget amendments.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

4. Approve and authorize the Resolution 2016-22 objecting to the transfer of tax reverted property from Genesee County to the City of Burton.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Steven Hatfield, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

5. Approve and authorize the Resolution 2016-21 that the following individuals, Paula Zelenko, Ginger Burke-Miller and Karen Moffitt are authorized to request reimbursements from the Community Development Block Grant (CDBG) Program.

Minutes Acceptance: Minutes of Dec 19, 2016 7:00 PM (APPROVAL OF MINUTES)

RESULT: CARRIED [UNANIMOUS]
MOVER: Steven Hatfield, Councilman
SECONDER: Ellen Ellenburg, Councilwoman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

6. Approve and authorize the amended employment agreement with Sue Warren, Human Resource Director expiring December 31, 2017.

RESULT: CARRIED [6 TO 1]
MOVER: Duane Haskins, Councilman
SECONDER: Ellen Ellenburg, Councilwoman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, Smith
NAYS: O'Keefe

7. Approve and authorize the waiver and release of special assessments and related fees owed to the City of Burton for parcel no. 59-31-529-0016 upon payment by Oxford bank to the City at closing of one-half of the difference between the fees assessed and owing on parcel -015 and the fees assessed and owing on parcel -016, which equals \$4,809.76 (1/2 of \$9619.52).

Motion to amend Item #6 to read as follows: Rescind the waiver action taken on September 6, 2016 of the collection of monies due the City of Burton under a contract executed between City of Burton and Rizzo Industrial LLC, the developer of Rizzo Industrial Park, relating solely to parcel number 59-31-529-015 in the amount of \$23,644.25.

RESULT: CARRIED [UNANIMOUS]
MOVER: Duane Haskins, Councilman
SECONDER: Ellen Ellenburg, Councilwoman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

8. Approve and authorize the waiver and release of special assessments and related fees owed to the City of Burton for parcel number 59-31-529-016 in the amount of \$28,454.01 (\$23,644.25+\$4,809.76) with the understanding that Oxford Bank will pay the remaining assessment amount of \$4,809.76 upon closing.

RESULT: CARRIED [5 TO 2]
MOVER: Steven Hatfield, Councilman
SECONDER: Dennis O'Keefe, Councilman
AYES: Martinbianco, Ellenburg, Hatfield, O'Keefe, Smith
NAYS: Haskins, Heffner

9. Approve and authorize the acceptance of the resignation letter from Councilwoman Ellen Ellenburg effective December 31, 2016 at 11:59 p.m.

RESULT: **CARRIED [6 TO 0]**
MOVER: Duane Haskins, Councilman
SECONDER: Steven Hatfield, Councilman
AYES: Martinbianco, Haskins, Heffner, Hatfield, O'Keefe, Smith
ABSTAIN: Ellenburg

10. To adopt a resolution directing the Clerk of the City of Burton to cause the following question to appear on the ballot of the next election in the City of Burton. Shall the City of Burton revise the charter of the City of Burton by the election of a Charter Commission consisting of 9 elected members as prescribed by law?

RESULT: **FAILED [4 TO 3]**
MOVER: Steven Hatfield, Councilman
SECONDER: Ellen Ellenburg, Councilwoman
AYES: Ellenburg, Hatfield, O'Keefe, Smith
NAYS: Martinbianco, Haskins, Heffner

11. Motion to add as Item #10 Explore the possibility of giving Assitant Fire Chief pay increase to coincide with his new duties until such time as the senior typist is replaced.

RESULT: **CARRIED [UNANIMOUS]**
MOVER: Steven Hatfield, Councilman
SECONDER: Duane Haskins, Councilman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

12. Motion to add as Item #11 Remove the hiring freeze for positions currently budgeted for but currently vacant.

RESULT: **CARRIED [UNANIMOUS]**
MOVER: Steven Hatfield, Councilman
SECONDER: Ellen Ellenburg, Councilwoman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

13. Motion to explore the possibility of giving Assitant Fire Chief pay increase to coincide with his new duties until such time as the senior typist is replaced.

RESULT: CARRIED [UNANIMOUS]
MOVER: Steven Hatfield, Councilman
SECONDER: Duane Haskins, Councilman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

14. Motion to remove the hiring freeze for positions currently budgeted for but currently vacant.

RESULT: CARRIED [UNANIMOUS]
MOVER: Steven Hatfield, Councilman
SECONDER: Ellen Ellenburg, Councilwoman
AYES: Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith

Meeting was adjourned at 9:47 PM.

Minutes Acceptance: Minutes of Dec 19, 2016 7:00 PM (APPROVAL OF MINUTES)



Burton City Council
4303 S. Center Road
Burton, MI 48519

Meeting: 01/03/17 07:00 PM
Department: City Council
Category: Attorney Billing
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

J.1

ADOPTED

AGENDA ITEM (ID # 2785)

DOC ID: 2785

**Approve and authorize the Attorney Billing (Amanda Doyle)
12/14/16 to 12/22/16 in the amount \$3,918.50.**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Duane Haskins, Councilman
AYES:	Martinbianco, Haskins, Heffner, Hatfield, O'Keefe, Smith