



CITY OF BURTON
BURTON CITY COUNCIL MEETING
NOVEMBER 20, 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: DUANE HASKINS

B. THE PLEDGE OF ALLEGIANCE IS LED BY: DUANE HASKINS

C. ROLL CALL

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

D. STAFF PRESENT

Paula Zelenko, Mayor
Robert Slattery, DPW Director
Sue Warren, HR Director
Micheal Odette, Lieutenant
Betty Bigsby, Benefits

Richard Hayman, Chief of Staff
Charles Abbey, DPW Director
Ginger Burke-Miller, Controller
Kirk Wilkinson, Asst. Fire Chief
Amber Abbey, Planning/Zoning

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Oct 2, 2017 7:00 PM

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

F. ADMINISTRATIVE REPORTS

Mayor Zelenko stated the end of the year is coming up fast on us. We will have some annual business that will be taking place and will be on your agenda December 4, 2017. The annual lump sum payment for MERS as well as the action on Public Act 152, which is the Hard Cap/80-20/Opt Out annual action will be on that agenda. The Drain Commissioner, Jeff Wright will be available for a Special Meeting November 22nd or the December 4th meeting. You have a copy of the flyer that residents will be receiving when

the Genesee County Drain Commission begins treating the water. The Budget Amendment before you tonight is moving funds from contractual services to the contractual service line item in the election department from per diem line item in the election department for the payment of invoices from Davison Township and Genesee County for their assistance in our election. You were given copies of all the correspondence we have had regarding the references we have received under the tabled item of the Water and Sewer Rate study. The first reading of the ordinance tonight is amending the Medical Marijuana facilities so that we are in compliance with the new state law. Revenue and Expenditure is in your packet. Plante and Moran has completed the audit. We need to set up a meeting for the annual audit workshop. We are looking at the second week in December. You should also have the General Fund 5-Year Forecast. I would like to ask the Council to consider a software purchase from Plante and Moran that will enable us to forecast all of our funds and save on manpower and time. The State of Michigan Treasury Department will pay half of the cost if we contract with that before December 1st. The total cost of the program is \$7,000 per year. Attorney Leadford will be here at the December 4th meeting to give an update on negotiation strategies.

Mrs. Ginger Burke Miller explained how the program worked.

1. October 2017 Revenue and Expenditure Report

G. COMMITTEE REPORTS

None.

1. Motion to add as Item #3, Approve and Authorize the Mayor and Clerk to enter into a three year agreement with Forecast Five Analytics at a cost of \$7,000 per year pending review of the City Attorney.

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

H. AUDIENCE PARTICIPATION

Danny Wells of Burton said I would like to thank Mr. Hatfield for his service. One suggestion I have is to possibly have an alternate Councilman in the future.

Genevieve Field of Burton said on behalf of the Poly Caucus of Genesee County, we would like to thank Councilman Hatfield for his service and support of the LGBTQ Community.

I. COUNCIL DISCUSSION

Mr. O'Keefe said I want to thank the Controller and the Mayor for the Five-Year Forecast. The two components that are missing are the Police and the Fire Departments. The Mayor said these may be done in the next week.

Mr. Heffner and Mr. Martinbianco thanked Mr. Hatfield for his service and for doing an outstanding job.

J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (A. Doyle) 11-01-17 to 11-14-17 in the amount of \$4,434.25.

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

2. Budget Amendment (Budget #1985-1986) Approve and authorize the following 2017-2018 budget amendment: Decrease (1001-1091-710.0000 General Fund - Elections- Fees Per Diem) by \$25,000; Increase (1001-1091-818.0000 General Fund - Elections-Contractual Service) by \$25,000.

Mr. Martinbianco asked how much longer it will take to get our sworn in City Clerk and Deputy Clerk back in action.

Mayor Zelenko said we do not have a time frame as of yet. The \$25,000 is to cover the invoices for the help with the election from Davison Twp. and Genesee County. We are moving this to contractual services so that it is better accounted for.

Mr. Haskins asked is there a breakdown on this \$25,000?

Mayor Zelenko stated yes the invoices are all broken down, we can get that to you tomorrow.

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

3. Approve and Authorize the Mayor and Clerk to enter into a three year agreement with Forecast Five Analytics at a cost of \$7,000 per year pending review of the City Attorney.

Mr. O'Keefe said with the 5-Year Plan we will know where we are at with the Sewer and Water Fund.

Mr. Haskins asked if this contract is for three years and what will happen after that.

Mrs. Ginger Burke-Miller said yes it is a contract for three years. If at any point the state decides not to do the partial reimbursement there is an out-clause. After the three years, if we are happy with the service, we will have to enter into another contract. The school systems have been offered this program through the State for the last three years. The software providers actually encouraged the State to open it up to local municipalities because they thought that we would see value in this product as well. For financial planning, this seems to be the best fit for you.

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

K. TABLED ITEMS

1. Approve and Authorize the Mayor and Clerk to enter into an agreement with WHG, the Woodhill Group, 20145 Woodhill Dr. Northville, MI 48167, to conduct rate studies for the purpose of setting both the water and sewer rates, for a cost not to exceed \$13,110.00.

L. FIRST READING OF ORDINANCE

1. Approve and Authorize first reading of an ordinance for Zoning Case #318, amend chapter 157, the zoning ordinance, of the code of ordinances of the City of Burton to regulate Commercial Medical Marijuana Transaction Facilities

Mr. Smith asked Mrs. Abbey if there will be a Council of the Whole meeting regarding the fees.

Mrs. Abbey said I am prepared to speak on this now. Most municipalities are leaning toward the \$5,000 fee. If the first reading goes through tonight, the second reading should be December 4, 2017. We can have a special meeting if the Council feels the need for it. The state allows us to charge up to \$5,000 annually. You do need to be able to justify the amount that we charge and the yearly renewal amount to the State. Our program would include Fire Prevention, Code Enforcement, Building Inspection and possibly more Police Enforcement and I believe we are justified in charging the \$5,000 fee.

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

Meeting was adjourned at 7:31 PM.
