



CITY OF BURTON
BURTON CITY COUNCIL MEETING
NOVEMBER 21, 2022
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: TINA CONLEY

Mrs. Conley observed a moment of silence for the passing of longtime Burton resident, Michelle Jones.

B. THE PLEDGE OF ALLEGIANCE IS LED BY: TINA CONLEY

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Vice President	Present	
Steven Heffner	President	Present	
Vaughn Smith	Councilman	Present	
Gregory Fenner	Councilman	Present	
Christina Conley	Councilwoman	Present	
Greg Hull	Councilman	Present	
Christina Hickson	Councilwoman	Present	

D. APPROVAL OF AGENDA

1. Motion to Approve the Agenda as Presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

E. STAFF PRESENT

Duane Haskins, Mayor
Racheal Boggs, City clerk
Charles Abbey, DPW Director/HR
Brian Ross, Police Chief
Kirk Wilkinson, Fire Chief

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Nov 10, 2022 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

G. ADMINISTRATIVE REPORTS

Mayor Haskins gave a report on the following:

- This Thursday is Thanksgiving and I want to wish a Happy Thanksgiving to everyone.
- I appreciate everyone involved in the Veteran's Day memorial service. It was a great event. Thank you to Jim Craig for his work on the Veteran's Honor Run.
- Saturday, I partnered with Tim Look and gave away 100 turkeys to those in need. Thank you to the volunteers who came out in the cold to help with that.
- Saturday was also the Burton Tree Lighting Ceremony at Fire Station #1. Thank you to the members of council who participated and a special thank you to the Parks & Recreation Commission led by Amy Clous and Jeremy Scharrer, they do a great job.
- The Pizza with Santa Event will be Saturday, December 3rd from 12:00PM-3:00PM at Bendle High School. Santa is very excited to see all the children on that day.
- This Friday, November 25th at Fire Station #2 at 12:00PM, the Red Cross is doing a blood drive. Thank you to Jeremy Scharrer for setting this up. Anyone wishing to participate can register and set an appointment on the Red Cross website. Walk-ins are also welcome, but it is recommended to make an appointment.

H. COMMITTEE REPORTS

Mr. Hull stated registration forms for the Holiday Home Decorating Contest can be found on our website.

Mr. Fenner stated I attended the DDA Meeting this morning. They are moving forward with their Holiday Decorating Contest in the downtown area. The company that they talked to about replacing the trees in the district has decided not to do move forward.

Mrs. Conley stated the Christmas Tree Lighting was a great success. Putting up the lights does not happen in one day, there are a lot of volunteers that make this happen. Thank you to Jim Craig, Jeremy Scharrer, Cindy Shire and her grandkids, Burton Firefighter Robert and his wife and Burton Firefighter Tommy, Stephanie Fenner, and all the volunteers.

Mr. Heffner stated we are still in Committee Reports, let's stick to committees.

I. AUDIENCE PARTICIPATION

Jim Craig of Hidden Trails in Burton gave a report on the Veteran's Honor Run. He thanked the many sponsors including Hurley Medical Center, Burton Chamber of Commerce, Family Care Plus, VetBiz Central, Councilman Heffner, Bigby Coffee, and several new sponsors. Thank you to Swartz Ambulance Service as well as Burton Police and Burton Fire for helping with traffic and Newton Timing. I also want to thank the entire team of volunteers.

Mr. Heffner thanked Mr. Craig for his hard work.

J. COUNCIL DISCUSSION

Mr. Smith provided a handout to the council. We have been trying to find a way to grow the retail sector of the city. We hired a company called the Retail Coach during the pandemic. They did not provide reports to the council and the council did not renew their contract. This

is a company we spoke to at the expo, Retail Strategies. You can access their website at www.retailstrategies.com. This is a larger company than the Retail Coach and they have done business in Tennessee and Ohio. They also have an app that will allow Council Members to see what businesses they are speaking to. I am asking the council and administration to look this over and we can discuss it at the next council meeting.

Mr. Martibianco stated Retail Strategies looks at opportunities that we have. A problem we have is brick and mortar compared to online sales. A lot of people are going to online sales so, what is the incentive for someone to have a physical presence in your community? What makes your community independent and engaging? They look at the census statistics and who comes in to our community from various zip codes. I didn't like the Retail Coach because they never came through with a congregate plan. The other thing interesting about this company is that we are willing to share what we have to the extent that we can. I am sure there are some nondisclosure agreements but they can make us a partner with one or two contacts. I was very impressed with the way they conduct business.

Mr. Heffner stated it is \$125 per year to join and you get access to all the databases of businesses who are looking to expand. Also, in January, the National League of Cities University is holding virtual classes that the city can sign up for. If we end up hiring Retail Strategies, they are the ones who put on the class so it would all be included. Another company we came into contact with is a company that comes in and audits our franchise customers and they recoup lost revenue. They don't charge the city anything but the catch is that if they find something, they get half. We are a little skeptical and will need the attorneys help with this. The Local Infrastructure Hub that the National League of Cities put together, helps city employees write grants. They walk you through step by step to write successful federal grants. This is all included in us being members. I will turn this information over to the administration.

Mr. Martinbianco stated they investigate what grants are out there at no cost. If we get a grant it is 10%.

Mayor Haskins stated we have applied for a lot of grants through the Bipartisan Infrastructure Bill. It is a very good program that we utilize. If there is more information, we will take all we can get.

Mr. Heffner stated there are also billions of dollars available to local government through the Inflation Reduction Act.

Discussion continued regarding Retail Strategies.

Mr. Fenner would like to reach out to neighboring jurisdictions who have seen success to see what they are using to grow their retail sector. Maybe there are other resources that do not cost money.

Mr. Heffner stated the City of Fenton has exploded over the last 10 years and they have offered to loan us their City Manager for a couple meetings. Once our Retail Committee gets going, we will invite them in.

Discussion continued about the Retail Committee.

Mr. Martinbianco thanked Mrs. Conley for her hard work at Fire Station #1 for the holidays. Thank you to Mr. Tim Look for doing a phenomenal job helping our residents.

Mr. Heffner thanked Mrs. Conley and her husband.

Mr. Fenner asked if the Building Inspector will be available at our next meeting.

Mayor Haskins stated he will check to see if he is available.

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 11/2/22 to 11/15/22 in the amount of \$5,118.00.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

2. Approve and authorize the payment of Attorney Billing (Masud) 10/3/2022 to 10/25/2022 in the amount of \$2,952.00.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Tom Martinbianco, Vice President
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

Agendas and minutes may be found at www.burtonmi.gov

Meeting was adjourned at 7:36 PM.



CITY OF BURTON

BURTON CITY COUNCIL MEETING

NOVEMBER 10, 2022

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: STEVE HEFFNER

President Heffner recognized a moment of silence for the passing of Dennis Busha, a Burton resident and Marine.

B. THE PLEDGE OF ALLEGIANCE IS LED BY: STEVE HEFFNER

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Vice President	Present	
Steven Heffner	President	Present	
Vaughn Smith	Councilman	Present	
Gregory Fenner	Councilman	Present	
Christina Conley	Councilwoman	Present	
Greg Hull	Councilman	Present	
Christina Hickson	Councilwoman	Present	

D. APPROVAL OF AGENDA

1. Motion to Approve the Agenda as Presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

E. STAFF PRESENT

Duane Haskins, Mayor
 Brian Ross, Police Chief
 Kirk Wilkinson, Fire Chief
 Amber Abbey, Deputy DPW Director
 Katie Malin, Clerk's Office

F. APPROVAL OF MINUTES

1. City Council - Special Meeting - Oct 17, 2022 6:30 PM

Minutes Acceptance: Minutes of Nov 10, 2022 7:00 PM (APPROVAL OF MINUTES)

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Christina Hickson, Councilwoman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

2. City Council - Regular Meeting - Oct 17, 2022 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Christina Hickson, Councilwoman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

G. ADMINISTRATIVE REPORTS

Mayor Haskins gave a report on the following:

- Attorney Leadford is here requesting a closed session under section 8C or the Open Meetings Act for collective bargaining purposes. There may be possible action after the closed session if the council chooses.
- Congratulations to the winners of the November 2022 Election. It was great to see a record number of voters. A special thank you to the City Clerk, the Clerk's Office, and all the election workers who did a phenomenal job. Results came in slower than normal because the county made the decision to not use modems to transmit results as we have done in past years. Instead, all the Clerk's Offices in the county, after finishing their work, had to literally take the flash drives to the county.
- The City Hall roof should be done by next week.
- Judd and Davenport paving is completed. There are only a few punch list items left to complete on Davenport.
- A reminder that the Veteran's Day Ceremony will take place at our Veteran's Memorial at 11:11AM.

1. October 2022 Investment Report

2. October 2022 Expenditure Report

H. COMMITTEE REPORTS

Mr. Hull stated the Parks & Recreation Commission has a few events to round out the year in addition to the Veteran's Day Ceremony tomorrow that the Mayor mentioned. The Christmas Tree Lighting is on November 19th. We are asking for donations of canned goods for the event. Pizza with Santa is December 3rd. Monday at 11:00AM we will be doing Christmas decorations. I have fliers for all of the events here tonight as well as our home decorating contest.

Mrs. Conley stated this is a holiday kick off because we are having the Christmas Tree Lighting before Thanksgiving. Usually, we don't do that but Mr. Heffner, Mr. Martinbianco and I will be donating eight turkeys to raffle off during the event. The Tree Lighting starts at 5:00PM.

Mr. Smith stated Mr. Martinbianco and I had a meeting with Plante Moran regarding our audit. I have been on this council since 2010 and normally, there is something that has

been missed by the Controller's Office. I have never seen a perfect audit before now. This is like getting an A on your test. Plante Moran stated there were no difficulties or disagreements with management. This means everything was done properly. They did not detect any misstatements as a result of audit procedures. Jodi and her staff did not miss one question. On behalf of the Finance Committee and the Council, I would like to thank the Controller and administration.

Mr. Martinbianco stated at 6:00PM prior to the regular Council Meeting, Plante Moran will be in to do the audit session.

Mr. Heffner stated we had discussed doing a stand alone meeting so we are not rushed and limited in the questions we can ask.

Mr. Martinbianco stated this is the schedule that worked for everyone.

Mrs. Conley stated I forgot to say, we are donating the turkeys. When each family comes in, they will get a ticket and we will draw them.

Mr. Heffner stated the Trick or Treat Trail was really nice. It was a good turnout. There were hundreds of kids. Park & Recreation did a fantastic job. I am one of the founding members of this event so I keep my eye on it to make sure it runs smoothly.

Mr. Smith stated Burton Project Heats On is a program that involves Goyette Mechanical, the city, the council and many sponsors. If you own your home and are up to date on your taxes and utilities but are experiencing a temporary financial hardship, Goyette goes to your home to check your heating system. This is our 14th year of the program. I received a letter from a resident thanking us for her new furnace. This is the 10th year for the Veterans Honor Run. The race starts at 11:11AM at Blessed Sacrament this Saturday. Burton is a partner with the Department of Defense to honor those who served during the Vietnam era. We will have a designated table for veterans and family members to receive special pins to honor your service.

I. AUDIENCE PARTICIPATION

Tammy Sowers of 2495 Clarice Avenue in Burton expressed concerns about her property that is up for demolition. The house means a lot to her and she has \$30,000 of her mothers trust invested in the house. It is three quarters of the way finished.

Daniel Anger of 2495 Clarice Avenue stated he is Tammy's husband. I am here in support of overturning the demolition of our property. I am the original purchaser of the property and was incarcerated for a period of time. My wife tried to take care of this while I was gone but I am the one with experience. Almost all of the work is finished. We are asking that you overturn the decision to demolish this property.

Greg Sharrer stated he is a licensed plumber with the State of Michigan and has been working with this family to finish the project. The project is nearing completion and I support removing it from the demolition list.

Rob O'Keefe of Novi stated he drove up tonight to show support for the Clarice property. It would be a travesty to have this house torn down with all work that has been done. I would appreciate your consideration.

Paul Wagner of 6133 Hedgerow Circle thanked the council for having funds available for neighborhood paving projects. He also thanked the Officer Perry and the Police Department for helping him recently.

Chelsea Gutter of 2079 E. Judd Road spoke regarding the demolition of her property. Her father was in charge of the rehabilitation of the property and he recently passed away. She would like to have it removed from the demolition list or to be given more time to finish it.

1. Motion to go into Closed Session following audience participation under section 8c of the Open Meetings Act for the purpose of collective bargaining.

Council went to recess for closed session at 7:35PM.
Council returned from recess at 8:00PM.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Tom Martinbianco, Vice President
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

J. COUNCIL DISCUSSION

1. Motion to add to the agenda: Approve and Authorize the approval of the tentative collective bargaining agreement between the Burton Patrol Officers (POAM) and the City of Burton effective July 1, 2022 to June 30, 2025.

Mr. Heffner reopened audience participation for this agenda item only.

No audience participation.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Gregory Fenner, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

K. COUNCIL ACTION

Mr. Fenner stated the Fire Station is doing a blood drive on November 25th. I have signed up and challenge my fellow council members to do the same. Appointments can be made through the Red Cross website.

Mr. Hull stated he will be there to donate.

1. Approve and authorize the payment of Attorney Billing (Doyle) 10/12/22 to 11/1/22 in the amount of \$5,105.00.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

2. Approve and authorize the payment of Attorney Billing (Masud) 9/6/2022 to 9/26/2022 in the amount of \$216.00.

Minutes Acceptance: Minutes of Nov 10, 2022 7:00 PM (APPROVAL OF MINUTES)

RESULT: CARRIED [UNANIMOUS]
MOVER: Christina Conley, Councilwoman
SECONDER: Tom Martinbianco, Vice President
AYES: Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

3. Approve and authorize the Council appointment of Rick Fuhst, 1072 Forest Ave, Burton, MI. 48509 to the City of Burton Zoning Board of Appeals, term serving November 2022 through October 2025.

RESULT: CARRIED [UNANIMOUS]
MOVER: Christina Conley, Councilwoman
SECONDER: Christina Hickson, Councilwoman
AYES: Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

4. Approve and authorize the Council appointment of Joey Richvalsky to City of Burton Zoning Board of Appeals Alternate, term serving November 2022 through October 2025.

RESULT: CARRIED [UNANIMOUS]
MOVER: Vaughn Smith, Councilman
SECONDER: Christina Conley, Councilwoman
AYES: Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

5. Approve and authorize the acceptance of the 2022 Demolition low bids and allow the Mayor and Clerk to enter into a contract, contingent upon the submittal and approval of the required bonds and insurance documents, on behalf of the City of Burton with DR AC Enterprise Maintenance & Contracting, 3533 Flushing Rd. Flint MI 48504, for the following properties: 3512 Barcey Ct. in the amount of \$12,300.00, 2495 Clarice Ave. in the amount of \$7,450.00, 2118 James St. in the amount of \$7,500.00, 2079 Judd R. in the amount of \$7,987.00, 3518 Laurel Ave. in the amount of \$6,000.00, 4237 Leith St. in the amount of \$8,750.00, and 2172 Scottwood Ave. in the amount of \$8,750.00.

Mr. Martinbianco offered the following amendment to the motion: add that 2079 Judd Road and 2495 Clarice Avenue be held in abeyance for 30 days subject to further review by the City of Burton Building Inspector and an update provided to the City Council.

Motion to amend was made by Mr. Martinbianco and seconded by Mrs. Hickson. Motion approve unanimously.

Attorney Doyle stated the terms need to be made clear.

Mrs. Abbey stated Clarice is not from September. It is from two years ago. Council gave them an order which gave them 120 days. They have not done anything since March of 2021. Thirty days will not give this house a certificate of occupancy.

Mr. Heffner would like to pause this for 30 days, send the inspector out and have him give us a report.

Mr. Fenner asked for clarification that any work that they have done since the expiration of the permit has been done without a permit.

Mrs. Abbey stated we did not hear from them until we sent them a letter asking that they remove their belongings from the house because we were going to demo it. Any work that has been done was done without required inspections, approvals of the building official or any communication what-so-ever.

Mr. Heffner would like to make sure the inspector is in attendance at the council meeting.

Mrs. Abbey stated he will come in, give a report and we will put it back on the agenda for the council.

Discussion continued regarding the houses on the demolition list.

RESULT:	CARRIED AS AMENDED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

6. Approve and Authorize the Mayor and City Clerk to execute a contract with Wade Trim, Inc. 555 S. Saginaw Street, Suite 201 Flint, MI 48502, for Preliminary Engineering of Bristol Road, from Saginaw St to Dort Hwy. (DPW Project No.23-002-P), at an estimated cost of \$189,540.00, contingent upon approval of the City Attorney.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

7. Motion to Approve and Authorize the approval of the tentative collective bargaining agreement between the Burton Patrol Officers (POAM) and the City of Burton effective July 1, 2022 to June 30, 2025.

Mr. Smith encouraged the property owners of Clarice Avenue and Judd Road to go to the DPW tomorrow to speak with Mrs. Abbey regarding their properties.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

Agendas and minutes may be found at www.burtonmi.gov

Minutes Acceptance: Minutes of Nov 10, 2022 7:00 PM (APPROVAL OF MINUTES)

Meeting was adjourned at 8:21 PM.

Minutes Acceptance: Minutes of Nov 10, 2022 7:00 PM (APPROVAL OF MINUTES)



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

Meeting: 11/21/22 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

K.1

ADOPTED

AGENDA ITEM (ID # 5557)

DOC ID: 5557

Approve and authorize the payment of Attorney Billing (Doyle) 11/2/22 to 11/15/22 in the amount of \$5,118.00.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson



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

Meeting: 11/21/22 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

K.2

ADOPTED

AGENDA ITEM (ID # 5558)

DOC ID: 5558

**Approve and authorize the payment of Attorney Billing
(Masud) 10/3/2022 to 10/25/2022 in the amount of \$2,952.00.**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Tom Martinbianco, Vice President
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson