



**CITY OF BURTON**  
**BURTON CITY COUNCIL MEETING**  
**OCTOBER 17, 2016**  
**AGENDA**

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**Council Chambers**

**Regular Meeting**

**7:00 PM**

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

**A. INVOCATION LED BY: MR. HASKINS**

**B. THE PLEDGE OF ALLEGIANCE IS LED BY: MR. HASKINS**

**C. ROLL CALL**

**D. STAFF PRESENT**

**E. APPROVAL OF MINUTES**

1. City Council - Regular Meeting - Oct 3, 2016 7:00 PM

**F. ADMINISTRATIVE REPORTS**

1. Pooled Cash Investment Report for 10/11/16.

**G. COMMITTEE REPORTS**

**H. AUDIENCE PARTICIPATION**

Now is the time set-aside for members of the audience to address the Burton City Council. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

**I. COUNCIL DISCUSSION**

**J. COUNCIL ACTION**

1. Approve and authorize the Attorney Billing (Amanda Doyle) 09/28/16 to 10/11/16 in the amount \$3,681.50.
2. Approve and authorize the Attorney Billing (Masud Labor Law) 09/01/16 to 09/30/16 in the amount \$12,493.20.

**K. TABLED ITEM**

1. Purchase of MERS Service Time Approve and authorize Ginger Burke-Miller to purchase five (5) years of MERS pension generic service time. The total cost of \$48,395 will be at the employee's expense.



# CITY OF BURTON

## BURTON CITY COUNCIL MEETING

### OCTOBER 3, 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 7:10 PM.**

**A. INVOCATION LED BY: MR. HATFIELD****B. THE PLEDGE OF ALLEGIANCE IS LED BY: MR. HATFIELD****C. ROLL CALL**

| Attendee Name    | Title        | Status  | Arrived |
|------------------|--------------|---------|---------|
| Tom Martinbianco | Councilman   | Present | 7:15 PM |
| 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**

Paula Zelenko, Mayor  
Sue Warren, Human Resources

Teresa Karsney, Clerk  
Robert Slattery, DPW Director

**E. APPROVAL OF MINUTES**

1. City Council - Regular Meeting - Sep 19, 2016 7:00 PM

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                                         |
| <b>MOVER:</b>    | Dennis O'Keefe, Councilman                                          |
| <b>SECONDER:</b> | Steven Hatfield, Councilman                                         |
| <b>AYES:</b>     | Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith |

**F. ADMINISTRATIVE REPORTS**

Mayor Zelenko went over the agenda items. She asked that we add as Item #7. There was an error on one of the Oxford Bank properties. So Item #7 is in reference to amending an action taken by the city council on September 6. The City Attorney can elaborate and has the action language for the addition.

Attorney Leadford is here and I am requesting a closed session as allowed under the Open Meeting Act Section 8 (a) hearing complaints of a public officer, employee, staff member, 8 (c) for purposes of strategy of negotiation of collective bargaining agreements, and 8 (h)

consider material exempt from public disclosure such as a written legal opinion.

### **Updates:**

**Master Plan:** Visioning Session went very well last Thursday, thanks to Amber Abbey, the folks from Rowe and the Planning Commission members. Thank you Mr. O'Keefe and Mrs. Ellenburg for participating. We had approximately 40 people attend, 6 breakout groups, and good input for consideration. A youth charrette is being scheduled at Bendle High School involving high school students from Atherton, Bendle and Bentley. The date is yet to be determined but is for the purpose of gathering input from the high school students' perspective. Then sometime after the first of the year, a public open house will be scheduled for more input.

### **DWRF Construction Segment 1 and Segment 2**

- Both projects are now closed

### **DWRF Construction Segment 3**

- Watermain is all in the ground
- Contractor working on Service leads, testing, and restoration
- Paving is on schedule estimated complete by end of October

### **DWRF Design Segment 4**

- Survey, geotechnical and preliminary alignment complete
- Preliminary Design plan due to MDEQ on October 3, 2016
- Working on amendment of project plan to include Grand Traverse to Bristol Loop
- DWRF Part 1 and part 2 application due to MDEQ on December 1, 2016
- Bid Advertisement December 22, 2016 with bid opening January 26, 2017.
- City Council resolution of award February 23, 2017
- Spring loan closing with May or June construction

### **Flint Watermain Design Update**

- Survey, geotechnical and preliminary alignment is complete
- Preliminary Design Plans will be submitted to MDEQ for permits in October 2016
- CDBG grant confirmed. Working with CDBG on contract documents
- Bid advertisement begins Dec 22, 2016
- Bid opening January 26, 2016 (vetting and verification of the bids will take 20-30 days)
- City Council action to award the contract February 23, 2016 required for construction)
- April 2017 signing of contracts and pre construction meeting
- May 2017 construction begins

### **SRF Construction Update (Zito)**

- All pump stations are very close to completion
- Atherton Road Sewer is under construction (Traffic control in progress)

### **SAW Grant**

- Assets management software implementation complete
- Integration into Assets Management software in progress
- Pumps Station assessment in progress
- Flow metering task: Metering completed/Model calibration in progress

### **Some other concerns in follow up that members brought to my attention this past week:**

- The lights on the flags at Center and Atherton Road are back on. The photocell

- needed to be changed
  - Waste Management made an extra effort to pick up trash with smaller truck in areas where the big trucks cannot travel due to the water main work in the Tower District such as Bergin and Buder.
  - In addition, the drop off at driveways ramped, barrels placed on road center line and paving scheduled for this week.
1. Motion to add as Item #7 Approve and authorize Resolution amending the Resolution/action taken on September 6, 2016 which approve the waiver of special assessment and related fees owed to the City of Burton the following 6 parcels and amounts.

|                        |             |
|------------------------|-------------|
| Parcel # 59-31-529-009 | \$30,117.20 |
| Parcel # 59-31-529-010 | \$22,835.13 |
| Parcel # 59-31-529-013 | \$11,327.66 |
| Parcel # 59-31-529-014 | \$10,518.54 |
| Parcel # 59-31-529-015 | \$23,644.25 |
| Parcel # 59-31-529-018 | \$13,665.11 |

(Said Parcels totaling an amount waived of 112,107.89)

To replace parcel # 59-31-529-015 with the correct parcel number of -016 and to increase the corresponding amount due and waived on the parcel by \$9,619.52 for a total amount waived of \$121,727.41 and to authorize the City by and through its Mayor, Clerk and Treasurer to execute said action.

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

## G. COMMITTEE REPORTS

Mr. Hatfield stated the Public Access has met and that they discussed putting the permits on the website. That Mayor Zelenko will have update for they tomorrow from Mr. Phillips on how the new website is coming along.

Mrs. Ellenburg stated the Master Plan Visioning session went very well and that people are thinking outside of the box. They would like to see some type of sport fields in the future. We have a lot of property available for new businesses to come in.

City Council went in

1. Motion to go into closed session as allowed under the Open Meeting Act Section 8 (a) hearing complaints of a public officer, employee, staff member, 8 (c) for purposes of strategy of negotiation of collective bargaining agreements, and 8 (h) consider material exempt from public disclosure such as a written legal opinion.

City Council went into closed session at 7:33 p.m.

City Council came out of closed session at 9:20 p.m.

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                          |
| <b>MOVER:</b>    | Tom Martinbianco, Councilman                                        |
| <b>SECONDER:</b> | Steven Hatfield, Councilman                                         |
| <b>AYES:</b>     | Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith |

## H. AUDIENCE PARTICIPATION

City Council received comments from the following:

Rick Fuhst of Burton - LED lights, police mileage, Oxford Bank properties.

## I. COUNCIL DISCUSSION

Council Discussed the following:

National League of City Conference  
Financial year end statements

## J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (Amanda Doyle) 09/14/16 to 09/26/16 in the amount \$5,892.50

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                          |
| <b>MOVER:</b>    | Duane Haskins, Councilman                                           |
| <b>SECONDER:</b> | Ellen Ellenburg, Councilwoman                                       |
| <b>AYES:</b>     | Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith |

2. Approve and authorize the Attorney Billing (Masud Labor Law Group) 08/01/16 to 08/31/16 in the amount \$11,506.84.

|                  |                                                                     |
|------------------|---------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED [UNANIMOUS]</b>                                          |
| <b>MOVER:</b>    | Duane Haskins, Councilman                                           |
| <b>SECONDER:</b> | Steven Hatfield, Councilman                                         |
| <b>AYES:</b>     | Martinbianco, Haskins, Heffner, Ellenburg, Hatfield, O'Keefe, Smith |

3. Approve and authorize the Mayor's re-appointment of Kristopher Johns, 2267 Pear Tree Drive, Burton MI 48519 to the City of Burton Planning Commission term expiring September 2019.

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

4. Approve and authorize the Mayor's re-appointment of Robert Johnson, 1120 Forest Ave., Burton MI 48509 to the City of Burton Planning Commission term expiring September 2019.

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

5. Approve and authorize the Mayor's appointment of Megan Kalandyk, 4374 Haas Dr., Burton MI 48519 to the City of Burton Park and Recreation Commission term expiring September 2019.

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

6. Approve and authorize the Mayor's re-appointment of Sandra Talbot, 3196 E. Hemphill, Burton MI 48529 to the City of Burton Park and Recreation Commission as the Representative for Atherton Schools term expiring September 2019.

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

7. Approve and authorize Resolution amending the Resolution/action taken on September 6, 2016 which approve the waiver of special assessment and related fees owed to the City of Burton the following 6 pcarcels and amounts.

|                        |             |
|------------------------|-------------|
| Parcel # 59-31-529-009 | \$30,117.20 |
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| Parcel # 59-31-529-014 | \$10,518.54 |
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(Said Parcels totaling an amount waived of 112,107.89)

To replace parcel # 59-31-529-015 with the correct parcel number of -016 and to increase the corresponding amount due and waived on the parcel by \$9,619.52 for a total amount waived of \$121,727.41 and to authorize the City by and through its Mayor, Clerk and Treasurer to execute said action.

|                  |                                                  |
|------------------|--------------------------------------------------|
| <b>RESULT:</b>   | <b>FAILED [2 TO 5]</b>                           |
| <b>MOVER:</b>    | Dennis O'Keefe, Councilman                       |
| <b>SECONDER:</b> | Ellen Ellenburg, Councilwoman                    |
| <b>AYES:</b>     | Hatfield, O'Keefe                                |
| <b>NAYS:</b>     | Martinbianco, Haskins, Heffner, Ellenburg, Smith |

Meeting was adjourned at 9:47 PM.



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

Meeting: 10/17/16 07:00 PM

Department: City Council

Category: FYI

Prepared By: Teresa M. Karsney

Department Head: Teresa M. Karsney

**F.1**

**SCHEDULED**

**AGENDA ITEM (ID # 2719)**

*DOC ID: 2719*

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## **Pooled Cash Investment Report for 10/11/16.**



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

Meeting: 10/17/16 07:00 PM  
Department: City Council  
Category: Attorney Billing  
Prepared By: Teresa M. Karsney  
Department Head: Teresa M. Karsney

**J.1**

**SCHEDULED**

**AGENDA ITEM (ID # 2717)**

*DOC ID: 2717*

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**Approve and authorize the Attorney Billing (Amanda Doyle)  
09/28/16 to 10/11/16 in the amount \$3,681.50.**



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

Meeting: 10/17/16 07:00 PM  
Department: City Council  
Category: Attorney Billing  
Prepared By: Teresa M. Karsney  
Department Head: Teresa M. Karsney

**J.2**

**SCHEDULED**

**AGENDA ITEM (ID # 2720)**

*DOC ID: 2720*

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**Approve and authorize the Attorney Billing (Masud Labor Law) 09/01/16 to 09/30/16 in the amount \$12,493.20.**



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

Meeting: 10/17/16 07:00 PM  
Department: Controller's Office  
Category: Personnel  
Prepared By: Ginger Burke-Miller  
Department Head: Ginger Burke-Miller

**K.1**

**TABLED**

**AGENDA ITEM (ID # 2677)**

DOC ID: 2677

**Purchase of MERS Service Time Approve and authorize  
Ginger Burke-Miller to purchase five (5) years of MERS  
pension generic service time. The total cost of \$48,395 will be  
at the employee's expense.**

**HISTORY:**

**09/19/16 City Council**

**TABLED**

**Next: 10/17/16**