



CITY OF BURTON
BURTON CITY COUNCIL MEETING
JANUARY 30, 2017
MINUTES

Council Chambers

Special Meeting

6:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 6:00 PM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Councilman	Present	
Steven Heffner	President	Present	
Steven Hatfield	Councilman	Present	
Chirstina Conley	Councilwoman	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	Teresa Karsney, Clerk
Bette Bigsby, Benefits	Bill Fowler, Assessor
Bob Slattery, DPW Director	Ginger Burke-Miller, Controller
Ann Abbey, Appraiser	Tom Osterholzer, Police Chief
Amy Pattee, Assessing Tech	Mike Odette, Lieutenant
Jean Johnson, Senior Center	

C. ADMINISTRATIVE REPORT

Mayor Zelenko stated that she needed to leave around 6:15 p.m., she has other obligations on off council meeting nights. Mayor Zelenko thanked Mr. Smith for the notes on the budget cut report, it was very helpful. Unfortunately, most of it doesn't affect general operating dollars. The administration has been working to find some recommendations for you to consider in effort to tighten up the current years fiscal year to match up with the General Operating Millage you put in. Our savings to date is \$164,435 for the vacant positions that affect General Fund. In Major Streets with our reduced man power, some of our projects are going to go over 2 fiscal years. Remember not too long ago you did a budget amendment because the state did an over payment correction of \$133,000 add that to the \$75,000 we had budgeted and that brings you to the \$208,750. The \$73,000 in Street Lights can be cut; we recalculated this based on the December bill, the December bill is generally higher due to the darkest hour and the lights being on more hours of the day. We have also received some credits from Consumer's Energy. Based on a County estimate, we can reduce Drains at Large by \$30,000. This brings us to a total of \$476,185 that can be cut right now.

D. AUDIENCE PARTICIPATION

None.

E. DISCUSSION AND POSSIBLE ACTION ON AMENDING FISCAL YEAR 16-17 BUDGET.

Mr. Martinbianco stated he would like to see an indication from the administration if there is anything else that can be done in the next 3 or 4 months that will negatively impact the budget we have passed.

Mr. Smith stated he had conversation with Plante Moran today and he was given some suggestion that he would like to bring to the administration at a later date. The recommendation presented today by the administration solves our immediate problem.

Council discussion on the administration budget amendment recommendations.

Council discussion on the vacant positions as they pertain to the budget.

Mr. Smith asked the Mayor if she intended to vacate these positions until the end of the budget year?

Mayor Zelenko said no, this is the savings to date. The positions listed here are those that are effected by the General Operating dollars. You cut the General Operating millage so we had to cut expenditures on the areas impacted by the General Operating dollars; those are the ones we cut. She stated she see how we can cut the receptionist position; we really need the face out there at City Hall. We also need the Clerk positions at the Police and Fire Departments. WE are so behind right now, we need to fill the maintenance position. Each Department is already evaluating how we can better manage the people and workforce they have. We are already looking at not hiring a couple positions in the DPW until after the fiscal year. Mayor Zelenko left the meeting as the motion was being voted on at approximately at 6:28 p.m.

F. COUNCIL ACTION

1. Motion to move the money from the current funds to the unallocated funds as listed on the handwritten note provided by the administration.

Council discussion on defunding or placing a hiring freeze on vacant positions to save money until we do the budget and revisit it then.

\$ 164,435⁰⁰

- Savings to date on vacant positions that affect Gen Fund.

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\$ 208,750 -

Major Streets to \$8"

manpower projects will go over 2 fiscal years.

75,000

(133,000 - state overpayment ~~past~~ ^{correction} The came out of our Oct. disbursement)

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\$ 73,000

Streetlights -

recalculated based on Dec bill & credits we've received from consumer.

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\$ 30,000

Drains & Large -

Based on County estimate.

\$ 476,185

Receptionist

Sr. Clerk PD

Sr. Clerk Fire

Maint 50%

Police officer vacant & deployment.

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

2. Motion to freeze hiring for the following vacant positions until the end of the budget year: two DPW laborer positions, one motor pool serviceman position, and continue to use temporary services for the City Hall Receptionist position.

Mr. O'Keefe stated it is a good idea to begin figuring out dates for the budget. He also suggests to go page by page when doing the budget and at the end, we will have an approved budget. It is less cumbersome and will save time this way, in my opinion.

The City Council recognized the death of former Councilman Ralph LaDuke with a moment of silence and a prayer by Mr. Martinbianco.

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

Meeting was adjourned at 6:48 PM.
