



CITY OF BURTON
BURTON CITY COUNCIL MEETING
MAY 24, 2022
MINUTES

Council Chambers

Budget Workshop

6:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 6:11 PM.

A. 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	Late	7:16 PM

B. STAFF PRESENT

Duane Haskins, Mayor
Racheal Boggs, City Clerk
Charles Abbey, DPW Director/HR
Jodi Holbrook, Controller
Amber Abbey, Deputy DPW Director

C. AUDIENCE PARTICIPATION

None.

D. BUDGET DISCUSSION

DPW Funds

Water

Ms. Holbrook outlined the revenues in the Water Department budget and indicated changes from the previous years budget.

Council posed the following questions regarding the revenues in the Water Department budget:

Reason for increase in miscellaneous line item
Fire hydrant revenues
Reimbursement from the State of Michigan, amount, and timeline
Past due water bills, state funding and payment arrangements
Increase in water customers, new homes

Ms. Holbrook outlined the expenses in the Water Department budget and indicated changes from the previous years budget.

Council posed the following questions regarding the expenses in the Water Department budget:

Fenton Road project, timeline
Training, deviations due to COVID
Staffing numbers, allocations
Impact to personnel with increase in new homes

Sewer

Ms. Holbrook outlined the revenues in the Sewer Department budget and indicated changes from the previous years budget.

Council posed the following questions regarding revenues in the Sewer Department budget:

Sewer rates, Ordinance change
Usage fees including 300 new customers
Daily sewage consumption, reflected in billing
Sewer repairs and I&I
Current repairs throughout the city

Ms. Holbrook outlined the expenses in the Sewer Department budget and indicated changes from the previous years budget.

Council posed the following questions regarding the expenses in the Sewer Department budget:

Gas & Oil, 20% increase
Phase 2 of the I&I project, Phase 3 beginning in spring of 2023

Building Department

Ms. Holbrook outlined the Building Department budget and indicated changes from the previous years budget.

Council posed the following questions regarding the Building Department budget:

Condemned housing revenue, revolving fund
Marijuana related expenditures
Number of requests for new marijuana sites, capping facilities, legal issues, variances
Marijuana revenue, buildings, personnel needed for competitive process
Liquor licenses, city does not issue, state issues licenses
Marijuana complaints in residential areas
Complaints about Lank Bank properties, ARPA funding, maintenance of properties
Blight elimination, amount budgeted, activities included, personnel
Average cost of inspections
Code enforcement tickets, education, partnering with organizations

Discussion regarding hiring the building official on a contract basis to do code enforcement and moving money in the budget to contractual services.

Council went to recess at 7:28PM
Council returned from recess at 7:36PM.

Related Capital Improvements (Water & Sewer)

Ms. Holbrook stated under Capital Improvements in the Water & Sewer Departments, there is \$334,000 for the Atherton Road water main.

Discussion ensued regarding where the funds will come from for the water main, tracking and accounting for the ARPA funds within a budget line item and guidelines set forth for use of ARPA funds.

Discussion continued about the Atherton Road water main, using ARPA funds or water fund.

Mr. Heffner stated we need to use the water fund and not ARPA funding for this project.

Mr. Abbey discouraged the council from using the water fund to pay for the Atherton Road water main. You will have to raise rates if you deplete the water fund.

Mayor Haskins stated the water system is fragile. We have done everything possible to build the fund up for anything that may occur. None of us want to raise rates. We got a gift from the Federal Government called ARPA funds. The county gave 33% to help with it. I don't want to see the water fund go backwards. We need to use ARPA funding for the project.

Mr. Matinbianco stated he supports doing this project with ARPA funds.

Mr. Fenner, Mr. Smith, and Mr. Hull also agreed to use ARPA funding and Mrs. Conley and Mrs. Hickson abstained.

Mr. Heffner stated he is in support of the project but not in support of using ARPA funds for it.

Discussion on holding future Town Hall Meetings to receive public input.

Mr. Abbey stated the camera and software need to be updated on our sewer truck. We estimate it to be around \$50,000 and would like to add this to the capital asset requests.

Governmental Building Needs (roofs, parking lots, etc.)

Mr. Abbey stated it has been brought to our attention that the HVAC at City Hall needs to be updated and the estimate is \$30,000. We have been told by Goyette that the price will go up 50% next year. The gates at DPW are also in bad shape, they are no longer functional. The cost estimate is \$8,100. The blocks on the front of the DPW building need to be sealed and painted. We will get an estimate for this. The overhead garage door is old and falling apart. It is a safety issue. We estimate the replacement cost at \$12,000. The fence is falling down in the front and east side of the parking lot of DPW. Chairs throughout the city have not been replaced in over 20 years and are in bad shape.

Mr. Smith stated the ARPA money is one time money. We will not have this next year. However it is spent, next year, it is back to reality.

Mr. Abbey stated by law, we have to stripe our roads every year. We budgeted \$100,000, but prices are rising by 30%. We will need an additional \$30,000 under pavement markings in major streets.

Mr. Fenner asked for an update on the amounts for the changes we have made so far and the fund balance.

Ms. Holbrook stated with the changes we have made so far, I have the fund balance at \$3 million.

Council agreed to the following additional proposed changes:

HVAC at City Hall \$31,000
DPW Gates \$8,100
DPW Garage Door \$12,000

Mr. Martinbinaco stated we are waiting for estimates for chairs and the DPW Fence, so they will be addressed at the wrap-up meeting.

City Council scheduled the final Budget Workshop Meeting for Tuesday, May 31, 2022, at 7:00PM.

Meeting was adjourned at 9:02 PM.
