CITY OF BURTON

BURTON CITY COUNCIL MEETING

JUNE 6, 2019

MINUTES

Council Chambers	**Budget Workshop**	**6:00 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

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

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Duane Haskins	Vice President	Present	
Dennis O'Keefe	Councilman	Present	
Steven Heffner	President	Present	
Danny Wells	Councilman	Late	6:09 PM
Vaughn Smith	Councilman	Present	
Christina Conley	Councilwoman	Present	

B. STAFF PRESENT

Paula Zelenko, Mayor
Rik Hayman, Chief of Staff
Steve Phillips, IT Director
Jean Johnson, Senior Center Director
Charles Abbey, Deputy DPW Director
Karen Moffitt, Controller
Sue Warren, Parks & Recreation Director
Marcy Kimball, Clerk's Office

C. PRESENTATION & DISCUSSION

1. Budget Workshop topics:

   Senior Center and Libraries

   Ms. Moffitt stated for the Senior Center Fund Budget we are projecting the same in revenue which is $383,000 and expenditures of $410,800. We are expecting to overspend by $27,800. We have a fund balance of $146,010. So subtracting the over-spending from the beginning fund balance estimate, we are estimating to end the 2019-2020 fiscal year with $118,210. Last year we talked about maintaining some funds to redo the parking lot. The only thing we increased in the revenue budget is the hall rental because there has been more activity there. As far as expenditures, salaries permanent has increased slightly because of the way we are charging the IT department. Shared salaries went down based on the new allocations. MERS retirement and fringe benefit costs went down because salaries went down. Information Technologies Allocation went up. Utilities went down by about $200 and repairs and maintenance increased to $17,500. Equipment rental reduced to $19,000. We added in a new Senior Center van at an estimated cost of

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Mr. Heffner stated last year, I tried to get the Senior Center $60,000 and I was told you didn't need it. So, the parking lot deteriorated in one year?

Mrs. Johnson stated the intent is to put a little aside each year for a new parking lot. Right now, it is ok.

Mr. Martinbianco asked why we can't chip seal the parking lot.

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Mr. Smith stated I don't want to see this die. I have some ideas I would like to present to the committee regarding sponsorship for the future.

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Capital Improvement

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Mr. O'Keefe asked if Mr. Abbey will be looking into options for the Senior Center parking lot.

Mr. Abbey said, yes. I will also reach out to Ms. Johnson to find out what company did the parking lot the last time.

Mr. Martinbianco asked who takes care of the computers at the Burton Memorial Library.

Mr. Abbey stated he thinks it is the library.

Mayor Zelenko stated when we get the estimates from the asphalt companies she would like to number them and not use company names so we are not jeopardizing anyone's right to bid on the project.

Mr. Abbey stated he agrees. We have had issues in the past. We want to keep it fair.

Mr. Smith gave the following recap:

5/21 Police- Mr. Abbey will bring info on parking lot and gas tank, combining tanks, complete repair versus repairing holes in parking lot, body-cams. Fire- ladder truck

5/29 Motor pool- Look into natural gas, unrestricted fund balance in motor pool, water, sewer for each year in 5 year projections, Mr. Slattery will get accident statistics for stop signs at Bristol and Vassar.

Mr. Heffner would also like accident statistics for Atherton and Vassar.

6/5 Mayor's car- look at leasing a new car. Check into group package when the police buy vehicles. $48,000 back pay from the General Fund to the Mayor for 2011. Look at DDA/Parks & Rec IQM2 recording.

6/6 Senior Center parking lot- Mr. Abbey will get estimates.

Mr. Abbey stated regarding the fuel tanks, it is not beneficial to go to one tank. The Police Department has a 2,000 gallon tank that they fill every week. They can't leave the tank in the ground. To go with an above ground tank it will be $30,000. These are estimates based on what they know. A new 3,000 gallon above ground tank is about $25,000. A 10,000 gallon tank is $80,000. Using one tank would require us to move the fence and where would we put it? The last thing we want is for the gas to leak and go into the ground. We are still better off with two tanks. The DPW tank is around 27 years old. The life expectancy on the tank is about 30 years. We recommend replacing the Police Department tank now and replacing the DPW tank in the near future, probably within a few years. The longer we wait the worse it will be.

Discussion ensued on options for fuel tanks, cost and environmental issues.

City Council decided to have a wrap up budget discussion workshop on Thursday, June 13, 2019.

Mr. Martinbianco will not be at the meeting but will put his concerns in writing and send them to the administration and Mr. Smith.

Mr. Wells may not be able to attend the meeting.

Mr. Abbey discussed the specifications of the DPW pole barn.

For the purpose of establishing the level of support for budget items, City Council took the following straw poll votes:

Firetruck:

Smith-Yes
O'Keefe-Yes
Haskins- Yes
Heffner- No
Conley- No
Martinbianco- No
Wells- Yes

Police parking lot:

Smith-Yes
O'Keefe-Yes
Haskins- Needs more information
Heffner- No
Conley- Yes
Martinbianco- No
Wells- Yes

Police fuel tank (1):

Smith-Yes
O'Keefe-Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

Mayor's back pay:

Smith- Yes
O'Keefe- Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

Parks & Rec/DDA video:

Smith- Yes
O'Keefe- Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

Mayor's car:

Smith- Yes
O'Keefe- Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

Senior Center parking lot:

Smith- Yes

O'Keefe- Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

Solar stop signs (4) Vassar & Bristol:

Smith- Yes
O'Keefe- Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

Tornado sirens:
Smith- Yes
O'Keefe- Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

Asphalt mill:

Smith- Yes
O'Keefe- Yes
Haskins- Yes
Heffner- Yes
Conley- Yes
Martinbianco- Yes
Wells- Yes

City Council needs more information about the Police Department body cameras and natural gas for motor pool. Natural gas will go to the LED Committee.

Discussion ensued about the DPW pole barn.

City Council decided to have a wrap-up budget workshop on Monday, June 17, 2019 at 6:00 PM. Ms. Moffitt will email the wrap-up information to the council prior to the meeting.

City Council expressed their gratitude to the administration and Ms. Moffitt for their hard work on the budget.

Meeting was adjourned at 7:41 PM.

Budget Workshop topics:

1.) Senior Center and Libraries
2.) Information Technology
3.) Rubbish
4.) Related Capital Improvements
5.) Park & Recreation and Race Events
6.) Wrap Up

COMMENTS - Current Meeting:

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-$102,309.

Mr. O'Keefe asked if Mr. Abbey will be looking into options for the Senior Center parking lot.

Mr. Abbey said, yes. I will also reach out to Ms. Johnson to find out what company did the parking lot the last time.

Mr. Martinbianco asked who takes care of the computers at the Burton Memorial Library.

Mr. Abbey stated he thinks it is the library.

Mayor Zelenko stated when we get the estimates from the asphalt companies she would like to number them and not use company names so we are not jeopardizing anyone's right to bid on the project.

Mr. Abbey stated he agrees. We have had issues in the past. We want to keep it fair.

Mr. Smith gave the following recap:

5/21 Police- Mr. Abbey will bring info on parking lot and gas tank, combining tanks, complete repair versus repairing holes in parking lot, body-cams. Fire- ladder truck

5/29 Motor pool- Look into natural gas, unrestricted fund balance in motor pool, water, sewer for each year in 5 year projections, Mr. Slattery will get accident statistics for stop signs at Bristol and Vassar.

Mr. Heffner would also like accident statistics for Atherton and Vassar.

6/5 Mayor’s car- look at leasing a new car. Check into group package when the police buy vehicles. $48,000 back pay from the General Fund to the Mayor for 2011. Look at DDA/Parks & Rec IQM2 recording.

6/6 Senior Center parking lot- Mr. Abbey will get estimates.

Mr. Abbey stated regarding the fuel tanks, it is not beneficial to go to one tank. The Police Department has a 2,000 gallon tank that they fill every week. They can't leave the tank in the ground. To go with an above ground tank it will be $30,000. These are estimates based on what they know. A new 3,000 gallon above ground tank is about $25,000. A 10,000 gallon tank is $80,000. Using one tank would require us to move the fence and where would we put it? The last thing we want is for the gas to leak and go into the ground. We are still better off with two tanks. The DPW tank is around 27 years old. The life expectancy on the tank is about 30 years. We recommend replacing the Police Department tank now and replacing the DPW tank in the near future, probably within a few years. The longer we wait the worse it will be.

Discussion ensued on options for fuel tanks, cost and environmental issues.

City Council decided to have a wrap up budget discussion workshop on Thursday, June 13, 2019.

Mr. Martinbianco will not be at the meeting but will put his concerns in writing and send them to the administration and Mr. Smith.

Mr. Wells may not be able to attend the meeting.

Mr. Abbey discussed the specifications of the DPW pole barn.

For the purpose of establishing the level of support for budget items, City Council took the following straw poll votes:

Firetruck:

Smith-Yes

O'Keefe-Yes

Haskins- Yes

Heffner- No

Conley- No

Martinbianco- No

Wells- Yes

Police parking lot:

Smith-Yes

O'Keefe-Yes

Haskins- Needs more information

Heffner- No

Conley- Yes

Martinbianco- No

Wells- Yes

Police fuel tank (1):

Smith-Yes

O'Keefe-Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

Mayor's back pay:

Smith- Yes

O'Keefe- Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

Parks & Rec/DDA video:

Smith- Yes

O'Keefe- Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

Mayor's car:

Smith- Yes

O'Keefe- Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

Senior Center parking lot:

Smith- Yes

O'Keefe- Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

Solar stop signs (4) Vassar & Bristol:

Smith- Yes

O'Keefe- Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

Tornado sirens:

Smith- Yes

O'Keefe- Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

Asphalt mill:

Smith- Yes

O'Keefe- Yes

Haskins- Yes

Heffner- Yes

Conley- Yes

Martinbianco- Yes

Wells- Yes

City Council needs more information about the Police Department body cameras and natural gas for motor pool. Natural gas will go to the LED Committee.

Discussion ensued about the DPW pole barn.

City Council decided to have a wrap-up budget workshop on Monday, June 17, 2019 at 6:00 PM. Ms. Moffitt will email the wrap-up information to the council prior to the meeting.

City Council expressed their gratitude to the administration and Ms. Moffitt for their hard work on the budget.