

CITY OF BURTON  
PUBLIC ACCESS COMMITTEE MEETING MINUTES  
FEBRUARY 9, 2010, 4:00 P.M., COUNCIL CHAMBERS  
[www.burtonmi.us](http://www.burtonmi.us)

The Meeting is called to order by Chairman Danny Wells at 4:00 p.m.

MEMBERS PRESENT: Wells, Smith, and Martinbianco.

MEMBERS ABSENT: None.

OTHERS PRESENT: J. Johnson, Senior Citizen's Director and L. Young, Clerk's Office.

**PURPOSE OF THE MEETING: Discussion and possible recommendations concerning the following:**

- 1. Senior Availability**
- 2. Resource Guide for Residents**
- 3. Updates on the Website**

PRESENTATION: None.

AUDIENCE PARTICIPATION:

Jim Craig, 6295 Hidden Trails, stated that he and the Parks and Recreation Commission have discussed the website and would like to piggyback the Public Access Committee.

COMMITTEE DISCUSSION:

Mr. Smith stated that thanks to Mark Udell and Iris Piske, the website has the capability of paying bills online. He explained how to go onto the website to pay bills.

Mr. Martinbianco inquired if the City has the capability to pay bills from their checking account over the phone.

Mr. Smith stated that the City does not have those capabilities, however, what we do have is a big step.

Mr. Wells stated that he spoke to the people at MTA and wasn't able to organize anything for this week, but they will be here for the next meeting. He stated that a logistical problem that they may run into is the fact that they never know how long the meetings will run.

Mr. Smith stated there are copies of instructions of how to pay bills online, which is located at City Hall.

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Mr. Wells said that he has gotten a lot of positive feedback from people on Facebook. He said it will be helpful when people can go to the website and have a direct way to contact the Council. He asked Mr. Udell about e-mail licensing.

Mr. Udell stated that the City does not currently have e-mail licenses to assign to anyone else and he is probably going to conduct a review that will free some up. They are making progress on the website and all schools are linked. Iris created instructions on how to make online payments, which are now located on the website. It is going well considering they are trying to stay within the City's budgetary restraints. He doesn't know how much licenses cost.

Mr. Wells said that of nine people that left him messages, seven stated that the font size on the website is too small.

Mr. Udell stated that it wouldn't be difficult to adjust it.

Mr. Wells said that some residents would like a printable welcome packet.

Mr. Udell stated that we could create a document in a PDF format and post it to the website. The DPW page has many of their documents already posted to the website.

Mr. Wells asked if the Police Department link had information on traffic tickets, such as an accident report.

Mr. Udell stated the Police Department scans their accident reports that are sent to a database on a website, which insurance companies pay a fee to use. It would be more difficult for the general public.

Mr. Martinbianco asked if the Police Department page has applications for CCW's.

Mr. Udell stated they have a form from the State that is blank card stock with four perforated sheets, on which information was printed, but wasn't sure if it was something that they could put online. He said that the Police Department has outdated information on the K-9 unit, a brief welcome, the office hours and gun registration hours and address. He is working on changing the map link function to Google Maps, instead of Encarta.

Mr. Smith stated that websites are very important to send information back to the residents. He mentioned that the mailing list consists of over 600 e-mail addresses. He asked how much work it would take to get the mailing list up to speed.

Mr. Udell stated the e-mail addresses are not current. He would like to look into a system that requires people to register their personal information so that we can verify that they are a real person and then send them information.

Mr. Wells said he would like to use the mailing list to send information to residents instantaneously, instead of mailing it with their quarterly bill.

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Mr. Udell stated it is also helpful to send out emergency information.

Mr. Wells stated it is an inexpensive way to get information out quickly. He referenced the resource guide from Jean Johnson and suggested that the links get posted to the website. He also stated that he is open to any suggestions to get the seniors to the meetings.

Mr. Martinbianco asked Mrs. Johnson how the Senior's bus is running.

Mrs. Johnson stated the bus is running fine, but the driver doesn't work the hours that the meetings are held.

Mr. Wells asked if there was a volunteer that drives the van.

Mrs. Johnson said that there is no one else who is able to use the lift because they have to know how to properly secure the passengers.

Mr. Martinbianco asked if she receives requests from seniors to attend the meetings.

Mrs. Johnson stated she received one request and drove the resident to the meeting in her own car.

Mr. Wells said the seniors stated they want a voice at the meetings.

Mrs. Johnson said that fifty-two people were waiting outside the Senior Center for free tax preparation and that they were able to service forty-two.

Mr. Smith referenced the program "Give Kids A Smile," which incorporates local dentists who provide free dental care to children who are eighteen years of age and under who do not have insurance.

Mr. Wells stated he wants to write letters to seek grants to help through the transition period.

Mr. Martinbianco stated he thought they should employ a professional grant writer.

The meeting was adjourned at 4:50 p.m.

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