

**City of Davison
City Council Meeting
February 22, 2021
6:00 PM
City Council Chambers**

- I. Call to Order, Pledge of Allegiance, and Roll Call of Council**
- II. Approval of the Regular Agenda**
- III. GCSS Master Plan Presentation – John O’Brien**
- IV. City of Davison Auditor’s Presentation – Plante Moran**
- V. Brief Public Comments and Questions on Non-Agenda Items**
- VI. Brief Public Comments and Questions on Agenda Items**
- VII. Approval of Consent Agenda**
 - A. Personnel Minutes February 10, 2021 (att.)
 - B. Medical Marihuana Minutes February 17, 2021 (att.)
 - C. DDA Appointment – Ron Campbell – Term Ends September 2021 (att.)
- VIII. Approval of Minutes**
 - A. Council Meeting Minutes – February 8, 2021 (att.)
- IX. Communications to the Council**
- X. City Manager Report**
- XI. Council Committee Reports**
- XII. Unfinished Business**
 - A. Engineering Report (att.)
 - B. Resolution 2021-02 Schedule of Fees
 - C. Open Issues Log (att.)
- XIII. New Business**
- XIV. Announcements**
- XV. Adjournment**

**Per City of Davison Council Rules and Procedures:
Each member of the public is limited to 3 minutes for public comment
unless granted more time by the Mayor.**

**PERSONNEL COMMITTEE MEETING MINUTES
FEBRUARY 10, 2021
ZOOM
DUE TO COVID-19**

PRESENT: Ron Emery (Davison MI), Casey Clark (Davison MI) and City Manager Andrea Schroeder (Davison MI)

City Manager Schroeder called the meeting to order at 10:05 a.m.

MOTION - APPROVAL OF AGENDA

Motion by Mr. Emery, and seconded by Mr. Clark to approve the agenda as presented. Motion carried.

MOTION – APPROVAL OF OCTOBER 30, 2020 MINUTES

Motion by Mr. Emery, and seconded by Mr. Clark to approve the meeting minutes for October 30, 2020. Motion carried.

PERSONNEL MANUAL REVIEW

City Manager Schroeder explained the process to Mr. Clark with the understanding that the manual is still a work in progress. She encourage the committee to review the latest version that has been examined by our Labor Attorney and to please call/email her with any questions or concerns. As stated in prior meetings, the committee is hoping to have this wrapped up by the end of the calendar year, but would prefer to have it completed sooner.

ADJOURNMENT

Motion by Mr. Emery, and seconded by Mr. Clark to adjourn the meeting at 10:19 a.m. Motion carried.

Respectfully Submitted,

Andrea Schroeder

**CITY OF DAVISON
MEDICAL MARIHUANA MEETING
FEBRUARY 17, 2021
VIRTUAL MEETING - ZOOM**

Members Present: Mayor Tim Bishop, Ron Emery, Casey Clark, City Attorney Ridley Nimmo, City Attorney Saul Mikalonas, and City Attorney Rhonda Stowers

Staff: Deputy Clerk Elizabeth Holm

Call to Order

Mayor Bishop called the meeting to order at 9:31 a.m.

Approval of Regular Agenda

Motion by Mr. Emery, and seconded by Mr. Clark to approve the agenda as presented. Motion carried.

Approval of January 22, 2021 Minutes

Motion by Mr. Emery, and seconded by Mr. Clark to approve the January 22, 2021 minutes as presented. Motion carried.

Convene into closed session to consider lease of real property at 920 N. State Street

Motion by Mr. Emery, and seconded by Mr. Clark to convene into closed session at 9:35 a.m. Motion carried unanimously by roll call vote.

Reconvene into regular session

Motion by Mr. Emery, and seconded by Mr. Clark to reconvene into regular session at 10:37 a.m.

Adjournment

Motion by Mr. Emery and seconded by Mr. Clark to adjourn the meeting at 10:38 a.m.

Elizabeth J. Holm, Deputy City Clerk

**CITY OF DAVISON
COMMITTEE MEMBER APPLICATION**

Name: Ronald R. Campbell, (Ron)

Address: 303 N. Davison Street; Davison MI 48423

How long have you lived at this address: Two years

Telephone: Home 248-996-0747 Cell 248-996-0747 Business 248-858-5436

Email Address: rrcarchitect@comcast.net

Occupation: Architect/ Principal Planner

Committee Applying For: DDA, Vacancy, term ending 2021

Will you sit on another committee if we have an opening? Yes _____ No

If so, what committees: _____

Why do you want to serve and what do you feel you have to offer to the committee/authority/board for which you have indicated an interest:

My interest is to see downtowns endure and flourish through the support of local businesses, the preservation and promotion of the resources that distinguishes the uniqueness of Davison. Successful downtowns bring a quality of life to a community beyond the district. Much of my career has been committed to historic preservation and the revitalization of commercial centers. My experience includes private practice and for the last 15 years serving 26 communities in the Oakland County Main Street Program and the entire county in preservation assistance.


Please give a brief summary of your educational and work background as well as any previous civic or service club involvements. (Optional)

Education: BA of Science; Masters of Architecture Univ. of Michigan Ann Arbor. Registered Architect (MI); 36 CFR Part 61 Federal Qualified Historic Architect. Civic involvement: Michigan Barrier Free Design Board; Michigan Construction Code Commission; National Main Street Center Leadership Council; Michigan Preservation Network Board; American Institute of Architects Michigan former president.

Please complete and return this form to:

City Clerk, Davison City Hall, 200 E. Flint Street, Ste 2, Davison, MI 48423

This information will be provided to the City Council for use in making appointments to the various committees, boards, authorities. Completion of this form does not guarantee an appointment.

Signature:  Date: 2-3-2021

Thank you for your interest in serving the City of Davison.

**City of Davison
City Council Meeting
February 8, 2021
7:30 PM
Virtual Meeting – Zoom
Due to COVID-19 Pandemic**

Present: Mayor Bishop (Davison, MI), Ron Emery (Davison, MI), Jessica Abraham (Davison, MI), Chris Hinkley (Davison, MI), Jamie Stebbins (Davison, MI), Stacey Kalisz (Davison, MI), Casey Clark (Davison, MI)

Absent:

Staff: City Manager Andrea Schroeder, Treasurer Julie Pray, DPW Supervisor Ed Brown and Police Chief Don Harris

Others: 2 general public

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Bishop called the meeting to order at 7:31 p.m.

MOTION 14-21 APPROVAL OF THE REGULAR AGENDA

Motion by Mr. Hinkley, and seconded by Mr. Emery to approve the regular agenda as presented. Motion carried.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

PUBLIC COMMENTS ON AGENDA ITEMS

APPROVAL OF CONSENT AGENDA

M-15 Heritage Route Minutes – November 19, 2020
Davison Senior Authority Minutes – December 21, 2020
Medical Marihuana Minutes – January 22, 2021
Compensation Commission Minutes – February 3, 2021

MOTION 15-21 APPROVAL OF CONSENT AGENDA

Motion by Mr. Emery, and seconded by Mr. Hinkley to approve consent agenda as presented. Motion carried.

APPROVAL OF MINUTES

MOTION 16-21 APPROVAL OF JANUARY 25, 2021 MEETING MINUTES

Motion by Mrs. Abraham, and seconded by Mr. Hinkley to approve the January 25, 2021 meeting minutes as presented. Motion carried.

MOTION 17-21 BILLS PRESENTED FOR PAYMENT

Motion by Mr. Hinkley, and seconded by Ms. Kalisz to approve the bills for payment in the amount of \$775,290.61. Motion carried.

COMMUNICATOIN TO THE COUNCIL

Elected Officials Academy Virtual Core Weekender

APPOINTED OFFICERS REPORT

Monthly Permits, Inspections and Zoning Violation Report for January 2021.

Monthly DPW Report for January 2021.

Monthly Police Report for January 2021.

The Monthly Revenue and Expense Report for January 2021.

CITY MANAGER REPORT

Staff is considering adding to the fee schedule a cost to use the courts in Abernathy Park for daily or weekend tournaments. Mrs. Abraham has requested to attend the CAPCON conference in March. Department heads have received their budgets pages, with a return date to the Treasurer of February 23rd. Police Department union negotiations have commenced. The SOS lease is moving forward, based on the proposal/motion at our last council meeting. Our City of Davison work family is growing; we've hired AJ Babcock as a full-time officer at the police department and Officer Derrek Jennings and his wife welcomed a healthy baby boy into the world.

COUNCIL COMMITTEE REPORTS

Mr. Emery: Fire Authority met and Chief gave an update on the wires down call at the fire department in January. Chief will be implementing cost recovery to the trucking company that hit the wires.

Mrs. Abraham: Davison Library is now open at a limited capacity.

UNFINISHED BUSINESS
ENGINEERING REPORT

OPEN ISSUES LOG

NEW BUSINESS

RESOLUTION 2021-02 SCHEDULE OF FEES

Resolution 2021-02 Schedule of Fees was presented to Council.

MOTION 18-21 ACCEPTANCE OF COMPENSATION COMMISSION'S RECOMMENDATION

Motion by Mrs. Abraham, and seconded by Ms. Kalisz to accept the Compensation Commission's recommendation and keep the current compensation of the Mayor and Council members as follow. Mayor's compensation \$80 per City Council meeting (not to exceed 30 meetings annually), and City Council members \$70 per City Council meeting (not to exceed 30 meetings annually); and furthermore, mileage reimbursement to the Mayor and City Council members for official city business shall be limited to travel outside of Genesee County and paid at the federally prescribed rate. Motion carried.

ANNOUNCEMENTS

MOTION 19-21 ADJOURNMENT

Motion by Mrs. Abraham, and seconded by Mr. Hinkley to adjourn the meeting at 7:54 p.m. Motion carried.



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention.™

City of Davison Monthly Engineering Report February 12, 2021

Current Project Updates:

Sanitary and Storm Sewer Asset Management Plans (SAW):

- Work continues for the required rate methodology and asset management plan documents. The project is on schedule to be completed before the city's May 2021 deadline. The rate methodology document was submitted to the State in mid-January for their review.

2021-2027 Capital Improvement Plan:

- The process for this year's plan update is underway. We met with staff in January and the Planning Commission on February 9th. We will present and discuss the current draft at the Council Goals and Objectives meeting this month.

Miscellaneous Projects:

Parkview Place Condominiums Phase II:

- The developer is looking to modify the proposed Phase II plan. We will be meeting with the developer's engineer and Ed next week to discuss the proposed changes so the developer's engineer can proceed with preparing the modified plan for resubmittal to the city for review.

Wastewater Discharge Permit:

- ROWE assisted the city in reviewing a draft copy of a proposed new contributing wastewater system discharge permit. This permit would be held by the city with the State of Michigan and would require asset management reporting of your wastewater collection system which connects to the Genesee County system for treatment. At this time, we have not yet received any additional information or a formal draft copy to review. (still pending)

OPEN ISSUES LOG
2/8/2021

CITY MANAGER

<u>Date</u>	<u>Issue</u>	<u>Action Taken</u>	<u>Priority</u>	<u>Expected Completion Date</u>
7/13/2015	NPDES/MS4 Permit	In Progress	1	When State Approves
6/8/2020	Personnel Manual	In Progress	1	First Quarter 2021

PERSONNEL COMMITTEE
(Tim Bishop & Ron Emery)

<u>Date</u>	<u>Issue</u>	<u>Action Taken</u>	<u>Priority</u>	<u>Expected Committee Completion Date</u>
6/8/2020	City Personnel Manual	In Progress	1	First Quarter 2021

POLICY COMMITTEE

(Jessica Abraham, & Chris Hinkley)

<u>Date</u>	<u>Issue</u>	<u>Action Taken</u>	<u>Priority</u>	<u>Expected Committee Completion Date</u>
5/13/2019	Business License Ordinance	In Progress	1	2019/2020
1/9/2013	Sidewalk Program Review & Ordinance Rewrite	In Progress	3	TBD
1/25/2021	Mobile Food Vendor Ordinance			TBD

FINANCE COMMITTEE
(Chris Hinkley)

<u>Date</u>	<u>Issue</u>	<u>Action Taken</u>	<u>Priority</u>	<u>Expected Committee Completion Date</u>