

January 18, 2022

Minutes of the regular meeting of the city council of the City of Kingsford, County of Dickinson, and State of Michigan.

A regular meeting of the Kingsford City Council was held on Tuesday, January 18, 2022 at 6:30pm in the council chambers at City Hall.

Roll Call: Present: Councilmember Flaminio, Groeneveld, Dixon-Miller, Remer and Baldinelli
Absent: none

Also present were City Manager Mike Stelmaszek, Public Safety Director Brian Metras, Treasurer Holly Palmer, Maggie Lanthier [The Daily News], and Scott Nowack [Coleman Engineering].

The pledge of allegiance was stated.

A motion was made by Councilmember Flaminio and supported by Councilmember Baldinelli to approve the January 3, 2022 City Council Meeting minutes as presented.
ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to approve the agenda as presented.
ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Groeneveld and supported by Councilmember Baldinelli to approve the invoices for January 4, 2022 through January 18, 2022 in the amount of \$257,161.13.
ALL AYES. NO NAYS. MOTION CARRIED.

The consent agenda consisted of the following:

- Public Safety Report – December 2021
- Treasurer's Report -- December 2021
- Centennial Committee Minutes – December 2021

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to receive and place on file the consent agenda for the Public Safety Report.
ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Groeneveld and supported by Councilmember Dixon-Miller to receive and place on file the consent agenda for the Treasurer's Report.
ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to receive and place on file the consent agenda for the Centennial Committee Minutes.
ALL AYES. NO NAYS. MOTION CARRIED.

There was no Public Comment at this time.

There were no items under Communications.

The Manager's Report was presented by Stelmaszek.

- We have interviewed all eight (8) candidates who submitted applications for the position of Administrative Assistant/Accounts Payable and are in the final stages of the hiring process. The top candidate's pre-employment screenings were successful.
- We have started the 2022-2023 budget process and worksheets have been provided to Department Heads to complete and return for review.
- In order to comply with a directive from the Bureau of Elections to have a security camera on our ballot drop box outside city hall, Stelmaszek has directed Public Safety to prepare a Risk Avoidance Program (RAP) Grant request with our Insurer (MMRMA) for a security camera system throughout the city. We are in the process of evaluating the installation of cameras at all three city buildings, and our major parks (Lodal, Cowboy Lake and Menominee River Park). As a new MMRMA member we are allowed to begin applying for RAP Grants in April. Prior to submission, we will evaluate the costs of our different options and then submit the grant request and budget our costs for implementation of the camera security system in July. The added benefits are the ability of DPW personnel to monitor weather conditions as they are occurring (roads conditions) and to provide the availability for WiFi services (point of sale connectivity) for our major upcoming Centennial event at Lodal Pak.
- On January 6, 2022 one of our Public Safety Officers returned to work after a leave of absence.
- In response to a State Bureau of Elections recommendation, I have instructed Deputy Clerk Tanya Hiltunen to change our internet domain from a .com to a .gov domain. Only government entities are allowed to possess a .gov domain. In doing this our city will increase the security, transparency and credibility of its presence on the internet. The migration has been completed for email and at the time when our new website is launched in May, it will have a .gov domain address. The complete domain name is www.kingsfordmi.gov. For the time being, e-mails sent

to the previous e-mail address still continues to appear in the inbox; however, we will be slowly phasing out the .com e-mail address over the coming months.

A motion was made by Councilmember Groeneveld and supported by Councilmember Dixon-Miller to receive and place on file the January 18, 2022 Manager's Report.
ALL AYES. NO NAYS. MOTION CARRIED.

The were no items under Old Business.

The first item under New Business is the Michigan Rural Water Association (MRWA) Membership.

We are currently a member of the American Water Works Association (AWWA) with the annual dues of \$361. The Michigan Rural Water Association provides specific services to our region and the membership fee is \$755 annually. DPW Superintendent Demuri and Water Crew Leader Stearns learned of many services and benefits offered by MRWA at a seminar they attended. MRWA is currently conducting our rates study. MRWA also provides a legislative connection in Lansing and would provide meaningful advice and services related to rural Michigan communities. We are respectfully requesting council approval to join the MRWA and to not renew the AWWA membership.

A motion was made by Councilmember Flaminio and supported by Councilmember Baldinelli to complete the paperwork for membership to Michigan Rural Water Association and to decline renewing the AWWA membership.

ALL AYES. NO NAYS. MOTION CARRIED.

The second item under New Business is the Request to Hire Coleman Engineering for Engineering services for Category F funding and replacement of water main to building service lines. The City has been contacted by MDOT for the next step of this project to include our Engineer/Consultant to attend this meeting. Coleman Engineering had completed the grant paperwork for us and have a familiarity of this project and have assisted the City to obtain these funds. MDOT has requested we provide an engineering service at this time. We respectfully request that Coleman Engineering be hired to provide engineering services for this resurfacing project of East Breitung Avenue from Carpenter Avenue to Woodbine Street. A representative from Coleman Engineering is available to answer questions this evening.

A motion was made by Councilmember Flaminio and supported by Councilmember Baldinelli to hire Coleman Engineering to provide engineering services for our Category F grant project.

ALL AYES. NO NAYS. MOTION CARRIED.

The final item under New Business was Dennis Nelson's Retirement Letter and request to fill the vacancy. Dennis Nelson submitted his retirement letter and his date of retirement is February 28, 2022. On behalf of the City, I have thanked him for his thirty-four (34) years of service. Demuri and Stelmaszek have reviewed the reasons and issues associated with the many duties and responsibilities of the DPW Superintendent and the Assistant DPW Superintendent with the Personnel Committee and have validated the need for the Superintendent of Public Works to retain an Assistant Department of Public Works Superintendent. I respectfully request the council to approve the replacement.

A motion was made by Councilmember Baldinelli and supported by Mayor Remer to authorize the City Manager to take the steps necessary to authorize the hiring of replacement employee(s) in the DPW Department.

ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Groeneveld and supported by Councilmember Baldinelli to authorize the City Manager to take the steps necessary to fill the Assistant Department of Public Works position.

ALL AYES. NO NAYS. MOTION CARRIED.

Stelmaszek is going to complete an evaluation of services in regards to hiring replacements of upcoming retirement personnel.

There were no scheduled public hearings.

There were no Public Comments.

Under Councilmember's Privilege, Councilmember Flaminio extended Congratulations to Dennis Nelson on his upcoming retirement, and Councilmember Groeneveld echoed the sentiment. Mayor Remer says to stay safe.

There being no further business, a motion was made by Councilmember Dixon-Miller and supported by Councilmember Groeneveld to adjourn the meeting. Meeting adjourned at 6:55 pm. ALL AYES. NO NAYS. MOTION CARRIED.



Mayor



Clerk