

City of Kingsford
Regular Council Meeting, City Hall Council Chambers
Tuesday, June 20th, 2023

A regular meeting of the Kingsford City Council was held on Tuesday, June 20th, 2023 at 6:30 p.m. in the council chambers at City Hall.

Roll Call: **Present:** Freeman, Baldinelli, Flaminio, Groeneveld, Dixon-Miller
Absent:

Also present were: Floyd Lindholm, KPS Director Brandon Rutter & City Manager Michael Stelmaszek

The pledge of allegiance was recited by all.

Approval of the Minutes:

A. Council Meeting of June 5th, 2023

Motion by Flaminio; **second** by Dixon-Miller to approve the minutes of the council meeting on June 5th, 2023 as presented.

Vote: Unanimous, Motion carried.

Approval of Agenda: **Motion** by Baldinelli; **second** by Freeman to approve the agenda as amended

Vote: Unanimous, motion carried.

Approval of Invoices: **Motion** by Dixon-Miller; **second** by Freeman to approve the invoices from 6/6/2023 thru 6/21/2023 for payment in the amount of \$257,353.87

Vote: Unanimous, Motion carried.

Consent Agenda:

A. Public Safety Report – May

B. Treasurer’s Report – May

C. Centennial Committee Minutes – May – Baldinelli made a brief comment on needing volunteers for the event and security.

Motion by Baldinelli; **second** by Dixon-Miller to receive and place on file the consent agenda.

Vote: Unanimous, Motion carried.

Public Comment: None.

Communications:

A. Sons of the American Legion Donation Request for Community Fireworks Display – Stelmaszek went over the request and mentioned that in the past we have given \$600 for the event. A brief discussion took place the council agreed to increase the amount to \$800.00.

Motion by Flaminio; **second** by Baldinelli to approve an \$800.00 payment for the Sons of American Legion Community Fireworks Display.

Vote: Unanimous, Motion carried.

Manager’s Report:

1. The playground equipment has been installed at Lodal Park. The plan was to leave the grass we had there with the old equipment. It was disturbed during installation and the ground under the equipment will have to be covered with wood chips. Other than that, the project at Lodal Park is complete.
2. Please take note the July Board of Review will be held on Tuesday, July 18th at 4:00pm in the Council Chambers. The purpose of this meeting is to correct clerical errors and consider exemption requests.
3. Included in your packet are amendments to the 2022-2023 General (101) Fund and Land Development (103) Fun. The 103 Fund has been amended to reflect sales of land by the City and the cost of demolition of the Wright Street house during the fiscal year. Revenues in the 101 Fund have been amended primarily to reflect the changes in actual State funding received, equipment rentals used, and an increase in interest received. On the expenditures side, amendments mostly reflect benefit payouts to retirees and employees who have left employment, Workman’s Compensation costs and under budgeted or unbudgeted expenses. Some of the larger amendments are the cost of litigating the Tribunal case, the purchase of playground equipment, the purchase of a used plow truck and accessories for it along with attachments for a Skid Steer. Stelmaszek requests City Council approval of these Budget Amendments.

Motion by Baldinelli; **second** by Dixon-Miller to approve the Budget Amendments for 2022/2023.

Roll Call: Yes – Freeman, Baldinelli, Flaminio, Groeneveld, Dixon-Miller

No-None.

4. Effective July 1st, 2023 there will be two promotions within the Public Safety Department (see attached letters). Sergeant Tim Olsen will become our next Lieutenant, replacing Lieutenant Joe Menghini who is retiring at the end of the month; and Officer Pete Thelander will become our next Sergeant filling the vacancy created by Sergeant Olsen’s promotion.

Motion by Dixon-Miller; **second** by Flaminio to receive and place on file the Manager’s Report.

Vote: Unanimous, motion carried.

Unfinished Business:

- A. Public Safety Lawnmower Bid Request – After reviewing the bids submitted for the lawn mower for Kingsford Public Safety, Director Rutter is requesting that the city moves forward in the purchase of the Husqvarna MZ-54 Zero Turn Mower Kawasaki engine 54” mowing deck submitted by Hall’s Hardware located in Norway, MI. Hall’s Hardware was the lowest bid that met the specifications that were set forward in the specification sheet. I am requesting the Council’s permission to move forward on the purchase of the Husqvarna MZ-54 Zero Turn Mower Kawasaki engine 54” mowing deck.

Motion by Baldinelli; **second** by Freeman to accept the bid for the Zero Turn Mower from Hall’s in Norway, MI.

Vote: Unanimous, motion carried.

New Business:

- A. Wage Resolution #2023/6/20.1 – Consistent with past practice, Stelmaszek requests on July 1st, 2023 for all full-time employees to receive a cost-of-living adjustment (COLA) consistent with the Union increase in the department they are affiliated with; and the City Hall staff to receive the same increase as the DPW Union increase.

Other requested wage increases are as follows: DPW Summer workers to get a dollar an hour increase at each of their three steps, and summer Life Guards and the Head Life Guard to get a dollar an hour increase. These wage benefits have been reviewed and approved by the Personnel Committee and are now before you for your consideration. Stelmaszek requests approval of the Non-Union Wage Resolution #2023/6/20.1

Motion by Flaminio; **second** by Groeneveld to adopt resolution #2023/6/20.1

Roll Call: Yes – Freeman, Baldinelli, Flaminio, Groeneveld, Dixon-Miller

No – None.

- B. Public Safety Administration Appendix “S” Revision Request – Due to the current changes in an administrative position, issues involving compensatory and flex time has come up again. Much thought has been put into the implementation of a process that would minimally impact the cost to the city while also supporting administrators who maintain extra responsibilities beyond their normal duties. To address this issue, Stelmaszek requests changes in their Appendix’s in the category of “Compensatory and Flex Time Off.” They are as follows: Flex time will be allowed within a pay period in situations when it does not create overtime. Compensatory time will be allowed with an accrual limit of 48 hours a year that will not carry over to the next year. These changes have been reviewed and approved by the Personnel Committee. If given final approval these new provisions will apply to all three Public Safety Administrators starting July 1st, 2023. Stelmaszek requests support to implement these benefit changes for the Public Safety Director and his two Lieutenants effective July 1st, 2023.

Motion by Flaminio; **second** by Baldinelli to approve the Appendix “S” Revision Request.

Vote: Unanimous; motion carried.

- C. Public Safety Training Request – There is a BASIC swat school being held in Marinette, WI. Through retirements and changes within the department we have two new members on the CIRT team. This training is one of the most important trainings a team member can be part of. The cost of the training is \$450.00 per student. There will be associated cost with meals and potentially a hotel room based on area departments and the possibility of car-pooling. Director Brandon Rutter requests approval to send PSO Brandon Kowalkowski and PSO Ryan Menard to this training. Once the training is complete the whole team will have the basic SWAT training.

Motion by Freeman; **second** by Flaminio to approve sending PSO Kowalkowski and PSO Menard to attend the BASIC Swat School training being held in Marinette, WI.

Vote: Unanimous, motion carried.

- D. Request to Bid Out Two Infrastructure Projects – Coleman Engineering has advised it is time to bid out the planned sewer line replacement from Hamilton to Iron Mountain/Kingsford Sewer Authority Sewer tube that runs through the high school grounds. These bids would then be opened on July 11th, 2023 at 2pm at City Hall. This project also includes 100’ of new 6” watermain across Kimberly Street from Cass to the west side of Kimberly. The sewer project will come out of Capital Improvement program and is budgeted in our 2023/2024 budget. The water will be paid out of the water fund. Superintendent Jeff DeMuri requests approval to seek bids.

Motion by Flaminio; **second** by Dixon-Miller to seek bids for the (2) infrastructure projects.

Vote: Unanimous, motion carried.

- E. Westwood Avenue Project Financing Request – We received one of the billings related to our portion of the grant funding for the Westwood Project through the MDOT Small Urban Grant Program for a total of \$94,755.13. It is for road construction and if paid by the city will come out of our Major Streets (202) fund. To redeem the \$100,000 from the County Board of Commissions for infrastructure improvement costs the city must submit to them a bill for services as the city incurs it for them to pay on behalf of the city. Stelmaszek request approval to submit the attached State of Michigan invoice, dated 6/6/23 for resurfacing costs related to the Westwood Project to the County Board of Commissioners for them to pay on behalf of the city.

Motion by Flaminio; **second** by Baldinelli to approve submitting the State of Michigan invoice to the County Board of Commissioners for them to pay on behalf of the city.

Vote: Unanimous, motion carried.

Hearings: None.

Public Comment: None.

Councilmember's Privilege: Freeman & Groeneveld mentioned that the City-Wide rummage sales were very successful.

Adjournment: **Motion** by Baldinelli; **second** by Freeman to adjourn the meeting. Meeting adjourned at 7:05pm.

Vote: Unanimous, motion carried

Mayor, Joseph Groeneveld

City Manager, Michael Stelmaszek