

**CITY OF LINDEN**  
**Minutes for City Council Regular Meeting**  
**Held at 7pm on February 25, 2019**

**CALL TO ORDER**

The meeting was called to order at 7pm by Mayor Danielle Cusson. The meeting was held in the Council Chambers on the lower level of the Mill Building at 201 N. Main Street, Linden, Michigan.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the American Flag was recited by all present. A moment of silence in memory of those who have served on behalf of the United States was observed by all.

**ROLL CALL**

**City Council Present:** Mayor Danielle Cusson, Brad Dick, Ray Culbert, Brenda Simons, Dave Franz, Heather MacDermaid, Pam Howd

**Absent:** None

**Others Present:** Scott Sutter, Interim City Manager, Mike Gildner, City Attorney, Beverly Vondra, Treasurer, Mike Darga, HRC

**MINUTES**

Motion by MacDermaid, seconded by Dick, to approve the minutes of the February 11, 2019 Regular City Council meeting. Motion carried.

**PUBLIC HEARING/PRESENTATION**

- (A)** Mike Darga of HRC – Provided an update regarding the Eagles Wooden Park Restroom, which is 80% complete. The roof is on and skylights are in, but the building is not heated. Warmer weather is required to complete the project further, including painting the structure. It is on schedule to be substantially completed by May 1<sup>st</sup> with final restoration to be completed no later than June 1<sup>st</sup>.

**CORRESPONDENCE**

None.

**CITIZENS COMMENTS**

James Vanderlaan of 792 Weber Court- James spoke to City Council regarding the presentations he attended regarding the roads. The millage was turned down and he hopes the other option isn't to do nothing. James would like to see the use of special assessments, as he has seen them used in the past. He would like to see Council put together a plan for fixing the roads using special assessments so he can have a road that he can drive on.

Beverly Vondra Chairperson of National Night -spoke regarding NNO on August 6<sup>th</sup> at Linden and Hyatt schools from 5-8 PM. Please all come to the event, I know some of you are on the committee. We haven't started meeting yet, but we will soon. I would like to ask for the City to help sponsor the event and I am request \$1,000 for the event this year.

**CONSENT AGENDA**

- (A)** Street Corner Collection: Project Graduation – Saturday, April 27, 2019

**(B)** Street Corner Collection: Linden Lions Club – Saturday, May 11, 2019

**(C)** Application to Use Public Property: Memorial Day Parade – Monday, May 27, 2019

Motion by Culbert, seconded by Simons to approve the consent agenda as presented. Motion carried.

## **UNFINISHED BUSINESS**

### **(A) CAS 03a-19 FY 2019-2020 Budget Discussion**

The City of Linden's FY 2019-2020 Budget will be presented to City Council on April 8, 2019. We have already had one budget meeting two weeks ago and will have additional meetings as outlined in the attached schedule. Each meeting the Budget will be on the agenda, to give City Council the opportunity to bring up items that they would like to see addressed in the FY 2019-2020 Budget.

Sutter- I have been working with Department head and we are on schedule and on task with the budget.

## **NEW BUSINESS**

### **(A) CAS 06-19 FY 2018-2019 Budget Amendments, Resolution No. 02-19**

Each year we make budget amendments based upon unforeseen expenditures or corrections to the budget. At this time, we would like to make budget amendments to the 2018-2019 Budget. We have included for your review and adoption the funds that are affected and the reasons for the amendments. The City Council reviewed budget amendments for the General Fund, Police, Fire, Major Streets, Local Streets, DDA, Sewer Fund, Water Fund, and Equipment Fund as outlined in Resolution No. 02-19.

Franz- I would like to see the road grader on there

Sutter- We are looking at this and will bring it to a future meeting, and it will likely require a future budget amendment.

Motion by Dick, seconded by MacDermaid for the City Council approve the budget amendments to the 2018-2019 Budget as outlined in Resolution No. 02-19. Motion carried.

**YEAS: Dick, MacDermaid, Franz, Simons, Culbert, Cusson, Howd**

**NAYS: None**

**ABSENT: None**

### **(B) CAS 07-19 MDOT Funding Request**

Council reviewed a request for filling out the necessary paperwork, developing a design, and cost estimates for potential road projects in the City of Linden. We are trying to get funding through the Michigan Department of Transportation to fund local road projects. This can potentially receive up to \$250,000.00 of road funds through this avenue. The requested grant must be matched at least equally by the requesting agency. We are applying for funds through their call for project for fiscal years 2019 and 2020. The application deadline is Friday, April 5th, 2019.

Motion by Culbert, seconded by Dick City Council to approve the completing of the application and necessary design and cost estimate by HRC for obtaining MDOT funding through the State of

Michigan for the projects as presented and listed below. The costs which would be an amount not to exceed \$1,500.00.

2019: Main St. from Hickory to Lindenwood

2020: W. Rolston Road from Bridge St. to the western City limit

Motion carried.

**YEAS: Cusson, Culbert, Simons, Howd, Dick, MacDermaid, Franz**

**NAYS: None**

**ABSENT: None**

**(D) CAS 08-19 Police and Fire Licenses for Equipment Use: Genesee County  
911**

The Genesee County 9-1-1 Consortium Commission owns radio equipment that it wishes to allow the City of Linden Police and Fire Departments to use. These agreements ensure that the City of Linden Police and Fire Departments shall maintain this equipment in good condition, excluding normal wear and tear. The 911 Consortium shall be responsible for the maintenance and repair of the equipment, unless it is damaged as a result of the action or inaction of the City of Linden's employees or contractors, in which case the City of Linden would reimburse the 911 Consortium for the cost of any necessary repairs or replacement.

Motion by Dick, seconded by Howd that City Council agree to the license agreements for equipment use with the Genesee County 9-1-1 Consortium for Police and Fire radio equipment. Motion carried.

**YEAS: Culbert, Franz, Cusson, MacDermaid, Howd, Dick, Simons**

**NAYS: None**

**ABSENT: None**

**(E) CAS 09-19 Freeman Inquiry**

We have received an inquiry from Mark and Patricia Freeman in reference to purchasing City owned property on Blythe Ave. This was discussed with City Council at the January 31st, 2019 City Council meeting.

Council discussed the potential sale of this property, including that the sale would potentially interfere with riverfront development plans in this area. Additionally, it was discussed that this area abuts a wetland and would potentially in the future be part of an accessway to connect the development and park to Shiawassee Shores.

Motion by Cusson, seconded by Culbert for the City Council to decline to enter negotiations, via the City Manager, with Mark and Patricia Freeman to purchase City owned property located on Blythe Ave.

**YEAS: MacDermaid, Simons, Howd, Dick, Culbert, Franz, Cusson**

**NAYS: None**

**ABSENT: None**

**(C) CAS 10-19 Cleaning Services Bid: City Hall**

The City published notice seeking bids for custodial services to be performed at the Linden City Hall, Library, and City Council Chambers. There were 4 bids received by the deadline of February 8, 2019 with the following results:

**Holly Gilmore**  
**Fenton, MI**  
**Fee not to exceed: \$1,525.00 / month**

**Sunset Maintenance**  
**Highland, MI**  
**Fee not to exceed: \$585.00 / month**

**Cleaning Guy**  
**Grand Blanc, MI**  
**Fee not to exceed: \$1,011.00 / month**

**Amber**  
**Linden, MI**  
**Fee not to exceed: \$4,225.00 / month**

The cleaning of the Linden City Hall, Library, and City Council Chambers has been provided by Sunset Maintenance, however the contract has expired and City staff has been extremely dissatisfied with their services. The low bid received was submitted by Sunset Maintenance, but given our extreme dissatisfaction with their services the City should contract with a different cleaning service. The second lowest bid was received by Cleaning Guy. The contract would require the full cleaning of the Linden City Hall and Library twice a week, and the City Council Chambers being cleaned once a week. We are planning on reducing this price by about \$100 by suggesting the Council Chambers be cleaned only twice a month instead of weekly.

Council discussed the bids, if they groups were recommended, and regarding the possibility of getting a contribution from the Library for some maintenance. The City Attorney disclosed that his firm does represent the Genesee District Library, but not Gildner himself.

Motion by Culbert, seconded by MacDermaid for City Council award the bid to Cleaning Guy for a one-year contract for a monthly fee not to exceed \$1,011.00 a month. Motion carried.

**YEAS: Simons, Dick, MacDermaid, Culbert, Cusson, Howd, Franz**

**NAYS: None**

**ABSENT: None**

**CITY MANAGER'S REPORT**

**DDA:** At the last Council Work Session, we met with the DDA and discussed the DDA goals and priorities. At the next DDA meeting, Thursday, February 28th, we will be discussing the topics that were discussed at our work session. We will also be meeting with representatives from the various groups that are requesting sponsorships from the DDA.

**Demo Building:** The abatement for the Walmar property has been completed and the demolition is scheduled to begin Monday, February 25th.

**City Manager Search:** The advertisement for the City Manager went out on February 15th, March 15- resumes are due to the MML, March 25th- review of resumes at work session and April 6th, 9am- interviews of finalists.

**B&B Gas Station:** On Thursday, February 21st, City staff met with representatives from Beacon & Bridge to discuss a potential demo/expansion project at their property. At this meeting, B&B representatives presented conceptual plans and discussed the approval process for what is required for rezoning. Our City Planner, Adam Young, discussed the process with them.

**Building Inspector:** Per City Council's instructions, I have contacted other entities to inquire about our Building Inspector position and I am awaiting bids from these entities. I have received one quote for this position. I recently have had discussions with the City of Fenton in reference to shared services for the Building Inspector position. We are anticipating a proposal from the City of Fenton in the very near future. Once this is received, I will bring both proposals to City Council. Currently, the City of Fenton is providing these services through the inter-local agreement.

Dr. Wax's team is working on an agreement regarding some of the items the City has agreed to and as far as we are aware the project is still a go. We are ready on our end.

Franz- In regards to B&B the gas station in Goodrich is a good example of what could be done to improve the design.

Sutter- Part of our master plan is not having gas stations in the downtown in general however.

Cusson- Our meeting last year, we did emphasis that having the building on Broad and the pumps behind would be more in line with our plan moving forward.

Culbert- We really need to look at loading and unloading at that location it is a health and safety concern. It should be at the back of the building and it isn't in compliance with our ordinance. When it comes back to Planning Commission we would need to take a closer look.

## **CITY ATTORNEY'S REPORT**

The City Attorney Mike Gildner reported that the Shrock lawsuit is still pending. Everything has been filed but we now are waiting several weeks to hear from the Michigan Supreme Court.

## **DEPARTMENT REPORTS**

The Council reviewed the Treasurer's Financial Statements

## **COUNCIL COMMENTS AND REPORTS**

Dick- Genesee County steering committee meeting and there will be some great information coming out for the RRC program, many studies including downtown assessments etc. . . have been done for our community and ranked us. We are 3<sup>rd</sup> from the bottom in crime. It will be distributed once the completed report is compiled and each municipality can have a chance to have a presentation of the material.

Howd- The core weekender training was wonderful and well worth it. I learned a lot.

Culbert- We are making strong progress with the LAFF Pathway, major meeting on March 7<sup>th</sup> to go over bonding and language with attorneys. It will be on the upcoming ballot. We are hearing good feedback with the communities and we have close to qualifying for a large grant from the State. It is being considered to have Triangle Park as a trailhead for the path and we would need to coordinate. Some money from the millage could come from that.

Simons- The Advance Weekender was very interesting, talked about fostering inclusive environments, State of the City addresses, and they talked about messaging to advocate efforts in the City. We talked about dealing with the media and social media and also civility and collaborative leadership, which I wanted to share with you.

Cusson- Excellent revamped training. It talks about team building and working together and we discussed having something between our department heads and Council and I think that this might be a good format to do that at an upcoming work session. The State of the City was a good idea, and it is similar to what I do when I go to the forecast breakfast, but it does not have a lot of Linden people or businesses in the audience. It is a good idea of our citizens to know what is going on in the community. I have another Mill building this week and have been continuing to review where we are at. The expo is this weekend in Fenton if anyone wants to be a part of that they are really looking for people. The Eagle races are this weekend at Kiwanis at Loose, Saturday evening. Considering doing a let's save the mill poster that could help get students and families more involved. For the Gus Macker, I am going to have a contest to have students win the chance to do the opening shot for the Mayor.

**FINANCIAL REPORTS**

Motion by Culbert, second by Franz, to approve accounts payable in the amount of \$176,261.26  
Motion passed.

**YEAS: Howd, Culbert, Simons, Cusson, Franz, MacDermaid, Dick**

**NAYS: None**

**ABSENT: None**

**CLOSED SESSION**

None.

**ADJOURNMENT**

The meeting was adjourned at 8:06 PM.

Respectfully Submitted,

\_\_\_\_\_  
Erica Armstrong, Clerk

Approved: \_\_\_\_\_