



## 2/1/2021 - Minutes

### 1. Call To Order

Mayor Damm called the meeting to order at 7:00pm

### 2. Pledge Of Allegiance/Invocation

### 3. Roll Call

Members present: Mayor Damm; Mayor Pro-Tem Fabbro; Councilor McTaggart; Councilor Armstrong; and Councilor Mecham.

Members Absent: None

### 4. Approval/Adjustment To The Agenda

**Motion by Mecham; Second by Armstrong to approve the Agenda as presented.**

#### **Roll Call Vote:**

**Yae: Mayor Damm; Mayor Pro Tem Fabbro; Councilor McTaggart; Councilor Armstrong; Councilor Mecham**

**Nay: None**

**Motion carried.**

### 5. Adoption Of Regular Minutes

Motion by Fabbro; second by Mecham to approve the Regular City Council Meeting Minutes from January 4, 2021 and the Special City Council Meeting Minutes from January 19, 2021 as presented.

#### **Roll Call Vote:**

**Yae: Mayor Pro Tem Fabbro; Councilor McTaggart; Councilor Armstrong; Councilor Mecham; Mayor Damm**

**Nay: None**

**Motion carried.**

### 6. Public Comment

Carson Atkins - 133 N Cass, Vassar - Mr. Atkins questioned budget amendments for wages that were approved at the January 4, 2021 City Council meeting. He also requested that Chief Guile participate in extra patrols while on duty.

Robert McKay - 995 W Huron, Tuscola Twp - Mr. McKay questioned the way the City Council approved the budget amendments during last months City Council meeting. He also questioned why the meeting Agendas and Minutes do not have dates on them.

### 7. Motion To Go Into Closed Session

Closed Session

15.268 Closed Sessions; Permissible Purposes

(h) To consider material exempt from discussion or disclosure by state or federal statute

**Motion by Armstrong; second by Mecham to convene in a Closed Session with the permissible purpose to consider material exempt from discussion or disclosure by state or federal statute at 7:12pm.**

**Roll Call Vote:**

**Yae: Councilor McTaggart; Councilor Armstrong; Mayor Pro Tem Fabbro; Councilor Mecham; Mayor Damm**

**Nay: None**

**Motion carried.**

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**Motion by Fabbro; second by Mecham to reconvene in Regular Session at 7:37pm.**

**Roll Call Vote:**

**Yae: Councilor Armstrong; Mayor Pro-Tem Fabbro; Councilor Mecham; Mayor Damm; Councilor McTaggart**

**Nay: None**

**Motion carried.**

8. Consent Agenda Items

**Motion by Armstrong; second by Fabbro to approve the Consent Agenda as presented.**

**Roll call Vote:**

**Yae: Councilor Mecham; Councilor Armstrong; Mayor Pro-Tem Fabbro; Councilor McTaggart; Mayor Damm**

**Nay: None**

**Motion carried.**

8.I. Vendor Listing

January 2021 Vendor Listing

8.II. Boards And Commission Minutes

Parks and Rec - Nov 2020

Parks and Rec - Jan 2021 Special meeting

9. New Business

9.I. Consideration Of 2021 Poverty Exemption Policy

City Manager Niedzinski stated that this Poverty Exemption Policy is required to be considered annually as a tool for the Board of Review to utilize when considering a Poverty Exemption application.

**Motion by Mecham; second by McTaggart to approve the 2021 Poverty Exemption Policy as presented.**

**Roll Call Vote:**

**Yae: Mayor Damm; Mayor Pro Tem Fabbro; Councilor McTaggart; Councilor Armstrong; Councilor Mecham**

**Nay: None**

**Motion carried.**

9.II. Interlocal Agreement With Tuscola County

Designated Assessor agreement - City Manager Niedzinski stated that this agreement with Tuscola County would benefit the City in the event that the City's assessor was ever unable to perform their duties as Assessor, Tuscola County Equalization Department would step in to assume the responsibilities of the City's Assessor.

**Motion by Fabbro; second by Armstrong to approve the Interlocal Agreement for Tuscola County to Approve the Designated Assessor as presented.**

**Roll Call Vote:**

**Yae: Mayor Pro Tem Fabbro; Councilor McTaggart; Councilor Armstrong; Councilor Mecham; Mayor Damm**

**Nay: None**

**Motion carried.**

9.III. Electronic Tablet Device Policy 2021

City Manager Niedzinski stated that iPads have been purchased for City Council members to use for all City business. These uses include council meeting informational packets and a city-assigned email address. The policy for consideration would identify guidelines for the use of this tablet. Each Council member will be asked to sign an acknowledgment of the policy prior to being issued the equipment.

**Motion by Mecham; second by Armstrong to approve the City of Vassar Electronic Tablet Device Policy 2021 as presented.**

**Roll Call Vote:**

**Yae: Councilor McTaggart; Councilor Armstrong; Mayor Pro Tem Fabbro; Councilor Mecham; Mayor Damm**

**Nay: None**

**Motion carried.**

9.IV. Spicer--Grant Services

Jenny Stewart of Spicer Engineering was present to answer any questions Council may have had in regards to a Letter of Agreement for the Professional Services - MDNR Grant 2021 Cycle between the City of Vassar and Spicer Engineering. Ms Stewart explained that the Parks and Recreation Commission has targeted TNorth Pavilion as in need of improvements. She stated that there is a grant available from the Land and Water Conservation fund that could be used for these improvements. With this agreement, Spicer Engineering would facilitate the entire process for the estimated cost of \$5000. The final grant application will be brought back to Council for approval before it is submitted. There was much discussion amongst Council as to what improvements are needed at TNorth Pavilion. But, it was a consensus that improvements were necessary.

**Motion by Fabbro; second by Mecham to authorize City Manager Niedzinski to accept and sign the Letter of Agreement for the Professional Services - MDNR Grant 2021 Cycle between the City of Vassar and Spicer Engineering as presented.**

**Roll Call Vote:**

**Yae: Councilor Armstrong; Mayor Pro-Tem Fabbro; Councilor Mecham; Mayor Damm; Councilor McTaggart**

**Nay: None**

**Motion carried.**

9.V. WWTP Pump

City Manager Niedzinski stated that a pump at the WWTP was purchased as part of the 2015 Capital Improvement Plan. At that time, it was the intention of the City to install the pump with City staff. Because the install was more difficult than realized, the installation was never completed. The City requested quotes for the completion of this project. William E Walter was the lowest bid at \$39,875. Deputy Director Stein stated that this project will add, not replace, a pump. This will allow for a redundancy incase of failure of an existing pump. It is the plan of the Deputy Director to allocate funds in Capital Outlay from budgeted projects that will no longer be completed in this fiscal year.

**Motion by Fabbro; second by Mecham to award the WWTP pump installation to William E Walter in the amount of \$39,875.**

**Roll call Vote:**

**Yae: Councilor Mecham; Councilor Armstrong; Mayor Pro-Tem Fabbro; Councilor McTaggart; Mayor Damm**

**Nay: None**

**Motion carried.**

9.VI. Vassar Community Building Department

City Manager Niedzinski stated that the City had solicited bids for a Professional Service Agreement for Building Department Services over that last 6 weeks. While there were several phone calls expressing interest, only one firm submitted a bid for the professional services. John Jackson of McKenna was present to answer any questions Council may have had about the agreement that has been submitted for approval. Mr. Jackson stated that if the City agrees to the agreement presented, the transition to McKenna will be done in phases. The first phase is to help the City set up the department while seeking compliance with the State of Michigan. There is a plan to hold townhall type meetings with area contractors to inform them of the changes. McKenna uses the BS&A building module that the City will have to purchase. The cost of the startup will be roughly \$3000-\$5000 and be approximately 60-90 days according to City Manager Niedzinski.

There was much discussion among all City Council member but it was the consensus that this was the right direction for the City to move. The City has future plans to expand this building department to include rental inspections and blight enforcement.

**Motion by Fabbro; second by Mecham to approve the Professional Services Agreement - Building Department Services between the City of Vassar and McKenna as presented.**

**Roll Call Vote:**

**Yae: Mayor Damm; Mayor Pro Tem Fabbro; Councilor McTaggart; Councilor Armstrong; Councilor Mecham**

**Nay: None**

**Motion carried.**

9.VII. Resolution #2021-02

Resolution #2021-02 - A Resolution to Amend the City of Vassar Uniform Marihuana Ordinance

City Manager Niedzinski stated that according to the City of Vassar Uniform Marihuana Ordinance (Chapter 50:2), the City Council can, by way of a resolution, change or amend the number of Adult-Use marihuana facilities within the City of Vassar. Currently the number is six (6) and those licenses have all been issued. Recently there have been several requests for additional licenses to be granted. City Manager Niedzinski stated that of the six (6) granted, only two (2) are currently in operation with the third set to open soon. He stated that it is very possible that some of the original licenses may never open for business but keep the license current, holding that spot. It is the recommendation of the City Manager to increase the number to ten (10) allowing for several new businesses to apply. There was

much discussion between members. Councilor Mecham asked Police Chief Guile if the current business level has had an impact on the crime level in the City. Chief Guile stated that he has not seen any increase due to this business model.

**Motion by Mecham; second by Armstrong to approve Resolution #2021-02 - A Resolution to Amend the City of Vassar Uniform Marijuana Ordinance to ten (10) Adult-Use facilities as presented.**

**Roll Call Vote:**

**Yae: Councilor McTaggart; Councilor Armstrong; Councilor Mecham; Mayor Damm**

**Nay: Mayor Pro-Tem Fabbro**

**Motion carried.**

10. Council Discussion, Direction To City Manager & Future Agenda Items

- Mayor-Pro Tem Fabbro requested that in order to be as transparent as possible, Council be given all information on any bids that the City receives with any given project and that the information given to the Council contain a recommendation from staff with explanation.
- City Manager's annual evaluation will be discussed during a closed session of the March 2021 meeting.

11. Public Comment

Robert McKay - 995 W Saginaw, Tuscola Twp - Mr. McKay asked that the City consider submitting the new Park and Recreation Master Plan to the Tuscola County Planning Commission.

Carson Atkins, 133 N Cass, Vassar - Mr. Atkins thanked Deputy Director Ryan Stein and his staff for the prompt action they took to remove the snow from the Downtown after the last snowfall. He also suggested that the City focus on getting business back into the vacant buildings in the Downtown

12. City Manager Announcements & Statements

City Manager Niedzinski gave updates to the following:

- Ryan Stein and Mike Acord have passed the State of Michigan Testing for Water Licensing
- The City has received several donations for the completion of the Veteran's Park Fountain
- City Manager Niedzinski has several annual memberships that he will be renewing as he has almost completed a year of service
- He also addressed several points mentioned during the Public Comment section

13. Adjourn

**Motion by Mecham; second by Armstrong to adjourn the meeting at 8:50pm. Motion carried.**