



1/4/2021 - 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 Fabbro; 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 Mecham; second by Fabbro to approve the Regular City Council Meeting Minutes from December 7, 2020 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  
There was no Public Comment.

7. Consent Agenda Items

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

**Roll Call Vote:**

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

**Nay: None**

**Motion carried.**

7.I. December 2020 Vendor Listing

7.II. Boards And Commission Minutes  
DDA - October 2020

8. New Ordinance - First Reading

Ordinance #2021-01 - An Ordinance Amending Portions of Chapter 10 of the Code of Ordinances City of Vassar, Michigan; Repeal; Fee Schedule; Penalties; Publication; and Effective Date.

City Manager Niedzinski stated that this change of current Ordinance is necessary to continue the process for the City to administer building codes locally. He also stated that the City would contract with a firm to administer the City's ordinances and State Building Codes on its behalf and then possibly expand the role to include blight and zoning issues for the City.

**Motion by Fabbro; second by Armstrong to schedule a second reading and Public Hearing for Ordinance #2021-01 - Chapter 10 – Building and Building Regulations: – Section 10-31 to 37: Construction Code at a Special Meeting held on January 19, 2021 at 7pm.**

**Roll Call Vote:**

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

**Nay: None**

**Motion carried.**

9. New Business

9.I. Consideration Of Resolution #2021-01

Resolution #2021-01 - Resolution to Adopt Recreation Plan

Jenny Stewart - Spicer Engineering - was present to answer any questions that the Council may have had concerning the 5-year Parks and Recreation Master Plan. Ms. Stewart worked alongside the Parks and Rec Commission to draft this plan. She stated that this Master Plan is a requirement for the City to receive any grant funding from the Michigan DNR Trust Fund. Once the City approves this plan, which includes a park inventory and list of projects to be completed, it will be submitted to the Michigan DNR for approval prior to February 1, 2021. City Manager Niedzinski stated that the Parks and Rec Commission had just held a Special Meeting and Public Hearing to approve the Master plan and submit a recommendation for approval by the City Council.

**Motion by Fabbro; second by Armstrong to approve the 5-year Parks and Recreation Master Plan as presented.**

**Roll call Vote:**

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

**Nay: None**

**Motion carried.**

9.II. Consideration Of FY21 6-Month Budget Amendments

City Manager Niedzinski stated that the 6-month budget amendments presented were necessary to bring revenues and expenses to actual.

**Motion by Mecham; second by Fabbro to approve the FY21 6-month budget amendments as presented.**

**Roll Call Vote:**

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

**Nay: None**

**Motion carried.**

9.III. Well 1 Emergency Repairs And Improvement

City Manager Niedzinski stated that Well #1 - located on Cass Ave - is the City's "work-horse" well. This well was slated to be refurbished in FY 2022 but unfortunately it failed now. Ryan Stein stated that the DPW staff attempted to repair the well, but it became a project that was beyond their abilities. Peerless Midwest has provided a quote for the emergency repairs to this well. An additional quote from Peerless was requested that would also refurbish the above ground plumbing, making this well like new and eliminating the need to do the upgrades in the coming fiscal year.

**Motion by Fabbro;second by Mecham to approve the emergency repairs quote from Peerless Midwest for repairs to Well #1. The cost of these repairs is not to exceed \$35,000.**

**Roll Call Vote:**

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

**Nay: None**

**Motion carried.**

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**Motion by Fabbro; second by Armstrong to approve the quote from Peerless Midwest for the additional work to Well #1. The cost of these upgrades can not exceed \$18,975.**

**Roll Call Vote:**

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

**Nay: None**

**Motion carried.**

9.IV. Preliminary Engineering And Construction Administration Services

City Manager Niedzinski stated the City has several Road projects in the coming years. He stated that it was in the best interest of the City to offer several different area Engineering firms the opportunity to work on these projects.

City Manager Niedzinski has requested the City Council consider a proposal from Fleis & Vanderbrink for Preliminary Engineering and Construction Administration Services for Athletic and Bourn Street rehabilitation. The City has received a Category B Grant from the State of Michigan in the amount of \$74,766 toward this road project. The estimated cost of the project is \$217,962. This is due to the City adding sewer and storm sewer work to the project. This will be completed in FY2022. The Engineering firm has proposed the cost of engineering services will be \$27,000.

**Motion Mecham; second by Armstrong to authorize City Manager Niedzinski the ability to hire Fleis & Vanderbrink for engineering and construction administration of Athletic and Bourn Street Rehabilitation.**

**Roll Call Vote:**

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

**Damm; Councilor McTaggart**

**Nay: None**

**Motion carried.**

9.V. Water Street Professional Services Proposal

City Manager Niedzinski stated that the City will seek funding from the Tuscola County Rural Task Force for the Water Street Pavement Improvement project. The Task Force has this project on slated for FY2022. The City has previously received professional services on this project but are dated and need to be updated. City Manager Niedzinski is requesting authorization to request Spicer Group to develop an updated preliminary estimate of cost for the completion of this project. This agreement would not be for engineering design.

**Motion by Fabbro; second by Mecham to authorize City Manager Niedzinski the authority to hire Spicer Group for professional services for the Water Street Pavement Improvements not to exceed \$4,500.**

**Roll call Vote:**

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

**Nay: None**

**Motion carried.**

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

Items addressed or updated:

- The parcel located at 475 Goodrich has been issued blight citation. The neglected issue could have an effect on the licensing of this property.
- Future street projects could include E. Huron from Norman to Scotch.
- The Safe Routes to Schools project will be funded in FY23 and taken into consideration during the Athletic Street project next year.
- The Pedestrian Bridge is on track to be completed in the Summer of 2021.

11. Public Comment

Jenny- Stewart - Spicer Group - Ms. Stewart thanked the City and Council for opportunity to work with the Parks and Recreation on the 5-year Master Plan and also for the ability to work on the Water Street project.

Chris Frazer - City Intern - Mr. Fazer thanked the City and Council for the ability to learn how City Management works. He enjoyed his internship and learned a great deal under City Manager Niedzinski.

12. City Manager Announcements & Statements

City Manager Niedzinski stated that he is currently researching the possibility of establishing Neighborhood Enterprise Zones. He will bring his findings to Council at a future meeting.

13. Adjourn

**Motion by Fabbro; second by Mecham to adjourn the meeting at 7:51pm. Motion carried.**