



## Vassar City Council Regular Meeting

5/2/2022 - 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 Armstrong; and Councilor Mecham  
Members Absent: Councilor McTaggart

Motion by Fabbro; second by Armstrong to excuse Councilor McTaggart. Motion carried.

4. Approval/Adjustment To The Agenda

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

5. Adoption Of Regular Minutes

**Motion by Fabbro; second by Mecham to approve the April 4, 2022 Regular City Council Meeting Minutes as presented. Motion carried.**

6. Fire Department - 25 Years Of Service

Fire Chief Rogers expressed his gratitude and presented a plaque to Clyde Surgent and David Goodman for their 25 years of service to the Vassar Fire Department.

7. Presentation

Corkpine Fair Committee - Steve and Cindi Waterman

Mr. And Mrs. Waterman were present to answer questions that Council may have had concerning the upcoming Corkpine Fair to be held August 3-6, 2022 at the Fairgrounds.

8. Public Comment

Paul Whitney - 5200 Cottrell, Vassar - Mr. Whitney announced to the Council that he will be running for

97th District State Representative. He plans to be out and about in the community talking with constituents.

9. Consent Agenda Items

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

9.I. Vendor Listing

April 2022 Vendor Listing

9.II. Boards And Commission Minutes

DDA - March 22, 2022  
EDC - September 16, 2022  
Parks & Rec - March 22, 2022  
Planning - February 22, 2022  
ZBA - September 19, 2021

9.III. City Marketing Plan For RRC Certification

10. Proposed Budget FY23

Public Hearing for FY2023 Budget  
Mayor Damm opened the Public Hearing at 7:31pm  
Public Comments- There were no comments.  
Mayor Damm closed the Public Hearing at 7:32pm.

Resolution #2022-05 - Resolution setting Millage Rates

City Manager Niedzinski stated that the proposed Millage Rate for FY23 will be 17mills.

**Motion by Fabbro; second by Mecham to approve Resolution #2022-05 - Resolution setting Millage Rates at 17mills as presented. motion carried.**

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Resolution #2022-06 - General Appropriations Resolution

City Clerk/Treasurer Lemcke stated that this resolution establishes the following:

- Annual Residential Refuse fee - \$204
- Sewer Rates - \$49.41/month Residential; \$7.18/1000 gallons Commercial; and Readiness to Service Charge \$17/month
- Water Rates - \$28.25/month; Commercial to follow Schedule C
- Annual Fire Service Charge - \$50/parcel
- Annual Vassar Area Ambulance Charge - \$20.05/parcel

**Motion by Armstrong; second by Fabbro to approve Resolution #2022-06 - General Appropriations Resolution as presented. Motion carried.**

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**Motion by Armstrong; second by Mecham to approve the FY23 Budget as presented.**

**Roll Call vote was taken:**

**Yeas: Damm; Fabbro; Armstrong and Mecham**

**Nays: None**

**Absent: McTaggart**

**Motion Carried.**

11. New Business

11.I. Consideration Of Master Plan 60-Day Notice

City of Vassar Updated Master Plan

City Manager Niedzinski stated that the current Master Plan that was adopted in 2015 expires in 20 years and requires refreshers every 5 years. The document (plan) that was approved by the Planning Commission now has a 60-day review process to be distributed to neighboring jurisdictions for their review and comments.

**Motion by Fabbro; second by Mecham to approve the 60-day Notice for the Master Plan as presented. Motion carried.**

11.II. Consideration Of Drinking Water State Revolving Fund Project

Drinking Water State Revolving Fund (DWSRF) Project

City Manager Niedzinski stated that it has been a goal of this City Council to implement a water meter system throughout the City. After discussions with engineers from Fleis & Vanderbrink (F&V), they submitted an intent to apply to the Drinking Water State Revolving Fund to help finance the cost of improvements to the City's drink water system. The proposal from F&V will cost \$25,000 to complete a project plan and submit it to EGEL before July 1, 2022 for funding consideration. These funds will be allocated from the City's ARPA funding.

**Motion by Armstrong; second by Mecham to authorize City Manager Niedzinski to sign the proposal from Fleis & Vanderbrink for engineering services and a project plan for upgrades to our drinking water system. Motion carried.**

11.III. Consideration Of Resolution #2022-07

Resolution #2022-07 - Par Plan Grant Application

City Manager Niedzinski stated that TNorth Pavilion was recently vandalized. Unfortunately this is not a new occurrence. It would be beneficial for security cameras to be placed at the Pavilion. The City is eligible to apply for a \$2500 grant from Michigan Township Par Plan to help with the cost of this surveillance system.

**Motion by Fabbro; second Mecham to approve Resolution #2022-07 - Par Plan Grant Application as presented. Motion carried.**

11.IV. Consideration Of Water & Sewer Extension Feasibility Study

City manager Niedzinski stated that a request has been made to extend sewer and water service into Tuscola Township just west of the City on M-15. It is necessary to conduct a feasibility study to insure that the City's sewer and water system could handle the extra draw on our systems. In order to get proper costs, the study must be conducted by an Engineering firm. Fleis & Vanderbrink (F&V) has proposed an estimate for a feasibility study and conceptual planning to be \$9,500. The City would allocated this from ARPA funding.

**Motion by Mecham; second by Armstrong to authorize City Manager Niedzinski to accept and sign the Proposal for Professional Engineering Services – Water and Sewer Extension Feasibility Study and Conceptual Planning from Fleis & Vanderbrink as presented. Motion carried.**

11.V. Consideration Of Resolution #2022-08

Resolution to authorize the City Manager to submit an application for Waiver and Plan (Form 5584)

City Manager Niedzinski stated that The State of Michigan has flagged our OPEB (Other Post Employee Benefits) system as underfunded and has required the City to have a corrective action in place or request a waiver. The City has opted to request a waiver at this time.

**Motion by Fabbro; second by Armstrong to approve Resolution #2022-08 - Resolution to authorize the City Manager to submit an application for Waiver and Plan (Form 5584) as presented. Motion carried.**

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

Mayor Pro-Tem Fabbro reminded everyone about the following up-coming events:

- Wednesday, May 11, 2022 @6pm - Medication Lockbox giveaway at Vassar Public Schools
- June 15, 2022 @4-6pm - Medicine Cabinet Clean Out - Vassar City Hall

Mayor Damm - Requested that the City be proactive with the Blight as the grass growing season is just starting.

13. Public Comment

There was no Public Comments.

14. City Manager Announcements & Statements

City Manager Niedzinski stated that he will be attending Assessor Classes June - November 2022.

15. Motion To Go Into Closed Session (H)

15.268 Closed Sessions; Permissible Purposes: (h) To consider material exempt from discussion or disclosure by state or federal statute

**Motion by Fabbro; second by Armstrong to go into a Closed Session at 8:10pm for the Permissible Purpose of (h) To consider material exempt from discussion or disclosure by state or federal statute.**

**Roll Call Vote:**

**Yeas: Fabbro; Mecham; Armstrong; and Damm**

**Nays: None**

**Absent: McTaggart**

**Motion carried.**

**Motion by Fabbro; second by Mecham to reconvene in Regular session at 8:23pm. Motion carried.**

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It was the consensus of the Council that City Manager Niedzinski contact the the neighboring landowners to the cemetery and try to negotiate a suitable arrangement to the foundation encroachment issue that has come about. City Manager Niedzinski will report back to the Council next month.

16. Adjourn

**Motion by Fabbro; second by Mecham to adjourn the meeting at 8:25pm. Motion carried.**