



Vassar City Council Regular Meeting

9/6/2022 - 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 McTaggart; Councilor Armstrong and Councilor Mecham

4. Approval/Adjustment To The Agenda

Motion by Fabbro; second b Mecham to approve the agenda with the following additions:

- 1. Vassar Public School request for street closure (Homecoming Parade)**
- 2. Updated Quote from BSA for Item 9.V**
- 3. Addition of 9.VI - Consideration of Fleis & Vandenbrink Well Site Evaluation**

Motion Carried.

5. Adoption Of Regular Minutes

Motion by McTaggart; second by Armstrong to approve the August 1, 2022 Regular City Council Meeting Minutes as presented. Motion carried.

6. Public Comment

Carson Atkins - 133 N Cass, Vassar - Mr. Atkins mentioned that now that the pavilion was getting an update would the City consider painting the Gazebo on Cass Ave. Also mentioned that it might be a good idea to place a sign before the viaduct on Cass Ave stating the height of the crossing to help eliminate over sized vehicles from hitting it.

7. Consent Agenda Items

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

carried.

7.I. Vendor Listing

August 2022 Vendor Listing

7.II. Boards And Commission Minutes

DDA - July 3, 2022

VAAS - August 18, 2022

7.III. Boards And Commission Appointments

Pat Mecham - ZBA

7.IV. Street Closure Request

Vassar Public Schools Homecoming Parade Closure

October 6, 2022 6pm - 7pm

Local Road Closures and M-15

8. Pending Ordinance/Public Hearing

#2022-02 - To Amend in part Chapter 54- Parks an Recreation; Section 84 - Camping; prohibited acts; rule 2.

Mayor Damm opened a Public Hearing at 7:08pm

Public Comment - Carson Atkins - 133 S Cass, Vassar - Mr. Atkins inquired who would be monitoring the activity as the RV Campground. City Manger Niedzinski stated that it will be the responsibility of the Police Department and the Manager's Office.

Mayor Damm closed the Public Hearing at 7:10pm

Motion by Fabbro; second by Armstrong to approve Ordinance #2022-02 - To Amend in part Chapter 54- Parks an Recreation; Section 84 - Camping; prohibited acts; rule 2. Motion carried.

9. New Business

9.I. Consideration Of T. North Pavilion Updates

City Manager Niedzinski stated that the City's current budget includes up to \$60,000 of expenses to update the T. North Pavilion. At this meeting City Manager Niedzinski presented a listing of the much needed improvements along with the cost of each item. These include:

Painting the Structure - \$16,500

New LED Lighting - \$8,800

Security Cameras - \$7,878 (Less \$1500 PAR Plan Grant)

New Hockey Board Perimeter - \$24, 002.50

Total Cost of updates - \$55,680.50

Motion by Mecham; second by Fabbro to approve the list of T. North Pavilion updates as presented. Motion carried.

9.II. Consideration Of WWTP Required Maintenance

City Manager Niedzinski stated that the City's current budget has planned Sump Pump improvements allocated. While City Staff was preparing for these improvements, it was found that necessary valves were not operating. As a result, additional work will be necessary. The City received a quote from William Walter in the amount of \$22,410 for the removal and installation of a sump pump and two (2) isolation valves.

Motion by Fabbro; second by McTaggart to award the WWTP sump pump improvements to William Walter in the amount of \$22,410.00. Motion carried.

9.III. Consideration Of White Birch Park Playground Improvements

City Manager Niedzinski stated that the City was successful in receiving another round of MSHDA funding for exterior neighborhood improvements. This round included \$25,000 in park improvements for White Birch park. The City received a quote from PLAYGROUNDEQUIPMENT.COM in the amount of \$24,769 for several new pieces of equipment. This equipment will be installed by the DPW.

Motion by Mecham; second by Armstrong to approve the purchase of playground equipment for White Birch Park from PLAYGROUNDEQUIPMENT.COM on the amount of \$24,769. Motion carried.

9.IV. Consideration Of Insulation Quotes

City Manager Niedzinski stated that it was recommended that the City insulate and add temperature controls for the new storage building that was built at the fairgrounds this year. The City received 2 quotes for foam insulation of the entire building: Advanced Home and Door Solutions (\$10,881) and Retrofoam (\$11,252.00). The City will budget for temperature controls in the next fiscal year.

Motion by Fabbro; second by Mecham to award the project to Advanced Home and Door Solutions for the quote of \$10,881. Motion carried.

9.V. Consideration Of BSA Payroll Time Sheet Application

City Manager stated that the City would like to add another module for the payroll process. BSA offers a Timesheet module that will aid in the overall payroll process. Currently the city uses physical time sheets and timecards which can be very tedious and difficult to decipher. This BSA module will have the employees enter in their time into the module, it is then approved by a department head before payroll is processed. This will save a great deal of time and make payroll easier to process. The quote of \$8,825 from BSA includes implementation and training.

Motion by McTaggart; second by Mecham to purchase the additional BSA module TimeSheets in the amount not to exceed \$8,825. Motion carried.

9.VI. Consideration Of Fleis & Vandenbrink Well Site Evaluation

City Manager Niedzinski stated that the City worked with Fleis & Vandenbrink (F&V) in 2020 to provide new potential well sites for a new Type 1 Public Water Supply well within the City of Vassar. With that study 7 potential sites were noted. The City has decided to move forward with 1 specific site in the Southwest corner of the City on Jay Rd. This preliminary evaluation includes sending a letter of intent to EGLE (State of Michigan) for approval for site-specific testing. The cost for this service will be \$4,000.

Motion by Fabbro; second by McTaggart to contract with Fleis & Vandenbrink for professional services for a Type 1 Well Site Preliminary Evaluation with a cost of \$4,000. Motion carried.

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

Mayor Damm mentioned that the fairgrounds still have some items that the Corkpine Fair needs to address after since that completion of the fair. It was part of the agreement that the Fair committee remove any items left from the events held. At this point there is still a large pile of dirt that needs to be removed.

Mayor Pro-Tem Fabbro stated that the decision to not plant petunias all along M-15 next year was disappointing but understood why the decision needed to be made. City Manger Niedzinski stated that the City has contacted Bell's Landscaping for a quote to return the greenspace where the petunias grew to grass. This quote will be presented at a later date.

11. Public Comment

Carson Atkins - 133 N Cass, Vassar - Mr. Atkins questioned if the City had a policy for repeat grass ordinance offenders.

12. City Manager Announcements & Statements

The City had applied for a grant from The State of Michigan's Drinking Water revolving Loan. Fleis & Vandenbrink submitted the grant application on behalf of the City. The amount of the grant submitted was \$8.9 million for drinking water system improvements. The City has been notified that it was awarded 75% funding which means \$6.682 million in grant funds will be received by the City and the City must then bond for the additional \$2 million to fund this project. More details will follow in coming months.

13. Adjourn

Motion by Fabbro; second by Mecham to adjourn the meeting at 7:52pm. Motion carried.