REGULAR COUNCIL PROCEEDINGS

CITY OF FLAT ROCK, MICHIGAN
25500 GIBRALTAR ROAD
FLAT ROCK, MI 48134

MONDAY, FEBRUARY 3, 2020

The regular meeting of the Flat Rock City Council convened at the Municipal Building, 25500 Gibraltar Road, Flat Rock, Michigan 48134, on the above date at 7:30 p.m.

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL OF COUNCIL MEMBERS:**

   PRESENT ELECTED OFFICIALS:
   Mayor Mark A. Hammond
   Council Members: Bergeron, Martin, Maul, Pardo, Tefend, Wrobel

   ALSO PRESENT: City Attorney Matthew Zick, City Clerk Meaghan Bachman, Police Chief Glen Hoffman, Fire Chief James Katona, Economic Development Director Liz Hendley, Recreation Director Rodney Wade, Treasurer Joanne Beard, DPS Director Justin Danosky, Interim Building Director Keith Woodcock.

3. **APPROVAL OF MINUTES:**

   **Resolution 02-03-20-01**

   Motion by Bergeron
   Supported by Martin

   RESOLVED, to approve the minutes of the regular City Council meeting of January 21, 2020, as presented.

   Motion carried unanimously 7-0

4. **CITIZENS TO BE HEARD:**

   Sue Farrar, Chairperson of the Beautification Commission announced the businesses who were selected for the annual Business Beautification Award. The businesses recognized were as follows: Atwater Street Tacos, Baymont Inn, Varsity Barn, Vintage Blossoms, Taco Bell and Kentucky Fried Chicken. All businesses have done improvements to the outside of their buildings.

5. **REPORTS FROM DEPARTMENT HEADS:**

   DPS Director Justin Danosky announced the new solid waste and recycling schedule. Beginning in February 2020, the solid waste and recycling will only be picked up on Friday. He discussed other details of the procedures.

   Economic Development Director Liz Hendley spoke of the 2020 Census. She spoke of ways to get the word out on the Census and the importance of the count. She spoke of funding that
comes along with the Census numbers and what the funding is used for. Director Hendley noted other details of the 2020 Census.

Recreation Director Rodney Wade thanked Shelley Reichlin for her hard work at the mother/son dance. Director Wade presented certificates to the Flat Rock Middle School Swimmers who qualified for State competition for Flat Rock, including Coach Shawn McNamara. He further announced stats of the swimmers during the competition, including three of the team members who won State Championship. He also presented a certificate to Coach Shannon McNamara for her dedication to the team.

City Clerk Meaghan Bachman spoke of the upcoming March 10, 2020 Presidential Election.

6. **REPORTS FROM COUNCIL MEMBERS:**

   City Council Member Jim Martin spoke of Groundhog Day and that we should have an early spring because the groundhog didn’t see its shadow.

   City Council Member Rick Tefend congratulated the new department heads and noted to call him if they need anything. He looks forward to working with everyone.

   City Council Member Kim Pardo congratulated the Flat Rock Swim Team on their success.

7. **MAYOR COMMENTS:**

   Mayor Hammond congratulated the swimmers and noted they are making the City proud. He noted the dedication put forth and the City always supports them.

   The Mayor introduced Fire Chief Katona and welcomed him to the team. He spoke of Fire Chief Vack and noted he is cleaning out his office and will be around but on vacation through March 17, 2020.

   Mayor Hammond announced that he will be hosting trial work sessions soon to discuss critical projects and department functions. The Community Center will be first to present in late February and invited all to attend. In March, the Engineers along with the DPS Director will do a work session presentation. The Mayor noted all Department Heads will be required to attend and will be official meetings open to the public. Council Member Bergeron asked for handouts before the meeting.

8. **UNFINISHED BUSINESS:**

   None
9. **NEW BUSINESS**

**Item 9-A-Mayoral Appointment – Elected SEMCOG Delegate**

**Resolution 02-03-20-02**

Motion by Martin
Supported by Wrobel

RESOLVED, to TABLE the item until the next City Council meeting. The item was tabled so information on the meeting schedule could be sent to Council before a commitment is made.

Motion carried unanimously to TABLE 7-0

**Item 9-B-Mayoral Appointment – Historical Commission**

**Resolution 02-03-20-03**

Motion by Wrobel
Supported by Tefend

RESOLVED, to appoint Gert Younglove to the Historic Preservation Commission with a term expiration date of February 7, 2021.

Motion carried unanimously 7-0

**Item 9-C-Mayoral Appointment – Building and Safety Director**

**Resolution 02-03-20-04**

Motion by Maul
Supported by Wrobel

RESOLVED, to appoint Andrew Miller to the position of the Building and Safety Director. Mr. Miller will maintain the required certifications for the Building and Safety Director position and the benefits will be consistent as outlined in the City Administrative Officers and Appointed Employees Policy.

Motion carried unanimously 7-0

**Resolution 02-03-20-05**

Motion by Martin
Supported by Wrobel

RESOLVED, to set the salary for Andrew Miller, Building and Safety Director at $70,000 annually.

Motion carried unanimously 7-0
Item 9-D-Gun Range Agreement with the City of Taylor

**Resolution 02-03-20-06**

Motion by Wrobel  
Supported by Tefend

RESOLVED, to approve the Gun Range Agreement between the City of Taylor and City of Flat Rock.

Motion carried unanimously 7-0

Item 9-E-Coin Acceptance Policy – Treasurer’s Office

**Resolution 02-03-20-07**

Motion by Wrobel  
Supported by Martin

RESOLVED, to approve the Coin Acceptance Police presented by the City Treasurer as follows:

I. Purpose  
To provide guidelines for accepting coins tendered for payment

II. Policy  
  a. The City will not accept more than twenty coins in payment of any debts or obligations owed to the City.  
  b. Waiver – The City may waive this policy and accept more than twenty coins, provided the payment includes a coin processing fee equal to 5% of the original payment  
  c. The City may waive the coin processing fee, provided the following conditions are met:  
      i. Coins are wrapped in coin wrappers containing the customer’s name, address and telephone number and coins are wrapped in the categories listed below:  
         Pennies: $ .50 roll wrapper  
         Nickels: $2.00 roll wrapper  
         Dimes: $5.00 roll wrapper  
         Quarters: $10.00 roll wrapper  
      ii. Shortages or overages in rolled coins in excess of $1.00 will be adjusted to customer’s account as amounts due and overages are refunds due.  
  d. U.S. Currency is the only currency accepted

Motion carried unanimously 7-0 with the amendment to allow only U.S. Currency
Item 9-F-1st Reading - Zoning Ordinance Amendment

**Resolution 02-03-20-08**

Motion by Martin
Supported by Hammond

RESOLVED, to suspend the 1st reading of the Zoning Ordinance Amendment.

Motion carried unanimously 7-0

10. **CITIZENS TO BE HEARD:**
    None

11. **LATE CORRESPONDENCE:**
    None

12. **ADJOURNMENT:**

    **Resolution 02-03-20-09**

    Motion by Hammond
    Supported by Martin

    RESOLVED, to adjourn the regular City Council meeting of February 3, 2020 at 8:10 p.m.

    Motion carried unanimously 7-0

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MARK A. HAMMOND, MAYOR

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MEAGHAN K. BACHMAN, CITY CLERK

Approved as presented at the February 18, 2020 Regular City Council Meeting