

**CITY OF MASON  
REGULAR CITY COUNCIL MEETING  
MINUTES OF JUNE 16, 2014**

Mayor Clark called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Mulvany led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Naeyaert  
Absent: Councilmember: None  
Also present: Martin A. Colburn, City Administrator  
Deborah J. Cwierniewicz, City Clerk  
Eric Smith, Finance Director/Treasurer  
David Haywood, Zoning & Development Director  
John Stressman, Chief of Police

**ANNOUNCEMENTS**

- Rayner Park Stage Ribbon Cutting - Thursday, June 19, 2014
- Rayner Rally Club Fund Raiser – Saturday, June 21, 2014

**PEOPLE FROM THE FLOOR**

No comments were offered from the public at this time.

**CONSENT AGENDA**

A very brief discussion was held regarding the number of soil erosion inspections.

MOTION by Droscha, second by Naeyaert,  
to move Agenda Items No. 8 (B-F) to the Consent Agenda as Items 7(D-H) and  
adjust the remaining items under Regular Business accordingly.

**MOTION APPROVED UNANIMOUSLY**

MOTION by Droscha, second by Brown,  
to approve the Consent Agenda as follows:

- A. Approval of Minutes – Regular Council Meeting: June 2, 2014**
- B. Motion – Approval of Bills - \$40,956.55**
- C. Resolution No. 2014-30 – Designate Authorizing Signatories**

**CITY OF MASON  
CITY COUNCIL RESOLUTION 2014-30  
DESIGNATE AUTHORIZING SIGNATORIES  
June 16, 2014**

**BE IT HEREBY RESOLVED**, that Mason State Bank and Dart National Bank, as designated depositories of the City of Mason, be, and it is hereby requested, authorized, and directed to honor checks, drafts, or other orders for the payment of money drawn in the City's name, including those payable to the individual order of any persons whose names appear thereon as signers thereof, when bearing or purporting to bear the facsimile signatures of the two following names: Martin A. Colburn, City Administrator; Eric E. Smith, Finance Director/Treasurer, and the above banks shall be entitled to honor and charge the City of Mason for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signatures thereon may have been affixed thereto, if such signature resembles the facsimile specimens duly certified to or filed with the above banks by the Clerk of the City of Mason.

**D. Resolution No. 2014-31 – Amend the 2013-2014 Fiscal Year Budget**

**CITY OF MASON  
CITY COUNCIL RESOLUTION 2014-31  
AMEND THE 2013-2014 FISCAL YEAR BUDGET  
June 16, 2014**

**BE IT HEREBY RESOLVED** by the City Council of the City of Mason that the 2013-2014 fiscal year Budget is hereby amended as per the attached "Exhibit A."

**E. Resolution No. 2014-32 – Return Delinquent Water and Sewer Bills to the July 2014 Tax Roll**

**CITY OF MASON  
CITY COUNCIL RESOLUTION 2014-32  
RETURN DELINQUENT WATER AND SEWER BILLS TO THE JULY 2014 TAX ROLL  
June 16, 2014**

**BE IT HEREBY RESOLVED** by the City Council of the City of Mason that the City Treasurer is hereby authorized to return the attached "Exhibit A" entitled Delinquent Water and Sewer Bills, to the July 2014 Tax Roll, pursuant to Mason City Code Section 82-246 (a).

**F. Resolution No. 2014-33 – Levy 1% Tax Administration Fee**

**CITY OF MASON  
CITY COUNCIL RESOLUTION 2014-33  
LEVY 1% TAX ADMINISTRATION FEE  
June 16, 2014**

**BE IT HEREBY RESOLVED** by the City Council of the City of Mason that the City Treasurer is to levy a 1% tax administration fee on all Ingham County, Mason Public School, Ingham Intermediate School, State Education, Capital Area District Library and Lansing Community College taxes levied on the July and December 2014 tax rolls of the City of Mason;

**FURTHER RESOLVED**, that the City Treasurer is hereby authorized to collect 4% interest on any taxes that remain unpaid from the July tax roll after August 31, 2014 and 3% penalty from the December tax roll after February 14, 2015.

**G. Resolution No. 2014-34 – Return Miscellaneous Bills to the July 2014 Tax Roll**

**CITY OF MASON  
CITY COUNCIL RESOLUTION 2014-34  
RETURN MISCELLANEOUS BILLS TO THE JULY 2014 TAX ROLL  
June 16, 2014**

**BE IT HEREBY RESOLVED** by the City Council of the City of Mason that the City Treasurer is hereby authorized to return the attached "Exhibit A" entitled Miscellaneous Bills, to the July 2014 Tax Roll.

MOTION APPROVED UNANIMOUSLY

**REGULAR BUSINESS**

**First Reading – Ordinance No. 198 – An Ordinance to Amend the Code of the City of Mason by Repealing in its Entirety Chapter 60 – Soil Erosion and Sedimentation Control**

Haywood elaborated on his submitted report regarding repealing Chapter 60 from the Mason Code.

MOTION by Naeyaert, second by Droscha,  
to introduce Ordinance No.189 and consider it read for the first time.

MOTION APPROVED UNANIMOUSLY

**Motion—Directory of Charges**

Colburn summarized the proposed changes to the Directory of Charges.

MOTION by Naeyaert, second by Droscha,  
to approve the Directory of Charges dated June 16, 2014.

MOTION APPROVED UNANIMOUSLY

**Motion – Assign 1% of Unassigned Fund Balance for Grant Matching**

City Council recommended the City assign 1% of fund balance to be used for grant matching during the 2013/2014 budget workshops. The audit for fiscal year ending June 30, 2013 resulted in an Unassigned fund balance of \$2,467,200. The 1% grant matching assignment for FY 2013/2014 would equate to \$24,672.

MOTION by Naeyaert, second by Droscha,  
to assign 1% or \$24,672 of the audited Unassigned fund balance for fiscal year ended June 30, 2014 to be used for grant matching.

Discussion was held to allow an increase for the Unassigned fund balance to be used for grant matching and public art.

MOTION by Brown, second by Mulvany,  
to amend the main motion by striking 1% or \$24,672, and inserting 1.2% or \$29,672.

Yes (0)

No (7) Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Naeyaert

MOTION FAILED

VOTE ON THE MAIN MOTION:

Yes (6) Brown, Bruno, Clark, Droscha, Ferris, Naeyaert

No (1) Mulvany

MOTION APPROVED

**Discussion – Fire Department Apron Project**

Colburn informed Council that there was a misprint on the Staff Agenda Report dated March 3, 2014, regarding the depth of the asphalt on the replacement of the drive apron at Mason Fire Station No. 1. The bid document in the packet had the correct unit amounts listed, 8” of aggregate with 6” of asphalt over the top. However, necessary adjustments have been proposed to provide the best grade for the fire trucks. The adjustment would require removing thirty foot of curb and gutter on the west side of the project, as well as five feet of concrete adjacent to the building. In addition, it would comply with the Americans with Disabilities Act (ADA) requirements for the sidewalk. The estimate, based on unit prices of the original bid, would be an additional \$4,228.00.

**UNFINISHED BUSINESS**

It was stated that there has not been any resolution regarding the defective City Council DVD of May 19, 2014, as yet.

**NEW BUSINESS**

Droscha stated that the Public Art Policy may need to be reviewed for possible updates.

MOTION by Brown, second by Droscha,  
to assign \$5,000 of the audited Unassigned fund balance for fiscal year ended June 30,  
2013 to be used for public art purposes.

Discussion ensued regarding particulars of the motion including what fiscal year the funds  
would be used, and in what manner.

VOTE ON THE MOTION:  
Yes (3) Brown, Droscha, Ferris,  
No (4) Bruno, Mulvany, Naeyaert, Clark  
MOTION FAILED

City street closures were discussed, including West South Street and Barnes Street.

### **CORRESPONDENCE**

All correspondence was distributed.

### **LIAISON REPORTS**

- Brown informed Council regarding the Sesquicentennial Committee business
- Naeyaert informed Council regarding Planning Commission business
- Clark informed Council regarding the special meeting held by the Downtown  
Development Authority

### **COUNCILMEMBER REPORTS**

No reports at this time.

### **ADMINISTRATOR'S REPORT**

Colburn informed Council regarding city business.

### **EXECUTIVE SESSION - PERSONNEL - CITY ADMINISTRATOR'S PERIODIC PERFORMANCE REVIEW**

MOTION by Naeyaert,  
to adjourn to executive session to discuss the City Administrator's periodic performance  
review.

Yes (7) Brown, Bruno, Droscha, Ferris, Mulvany, Naeyaert, Clark  
No (0)

MOTION APPROVED UNANIMOUSLY

The meeting adjourned to executive session at 8:30 p.m. and reconvened at 10:56 p.m.

### **ADJOURNMENT**

The meeting adjourned at 10:57 p.m.

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Deborah J. Cwiertniewicz, City Clerk

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Leon R. Clark, Mayor