

**CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF DECEMBER 7, 2015**

Mayor Waltz called the meeting to order at 7:31p.m. in the Council Chambers at 201 West Ash Street, Mason, Michigan, 48854. Councilmember Clark led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Waltz
Absent: Councilmember: Mulvany,
Also present: Patrick M. Price, Acting City Administrator
Deborah J. Cwierniewicz, City Clerk
Deborah S. Stuart, City Administrator as of January 1, 2016

ANNOUNCEMENTS

- Congratulations to Teresa Kean and those who helped open Kean's door again. Opening Day will be Saturday, December 12, 2015.
- Mason Brass Quintet – Mason First United Methodist Church – December 20, 2015
- Councilmember Bruno stated that American Legion Post 148 would like to thank the individual, or individuals, who placed scarves on the military statues in front of City Hall.
- Ingham County Land Bank is holding a holiday party at 124-140 East Ash Street Tuesday, December 8, 2015, to show case the work done at that property and the addition of Oracle Financial Solutions.

PEOPLE FROM THE FLOOR

Jack Carmichael of 519 South Rogers Street thanked the City for the excellent snow removal job and he commended Council regarding the hiring of Deborah Stuart for the position of City Administrator. He read his written comments and provided them to Council regarding renewable energy.

Christine Carmichael of 519 South Rogers Street spoke regarding renewable energy. She provided contact information of local organizations, encouraging Council to consider inviting a speaker to present information regarding renewable energy.

Roger Bauer of 608 East Maple Street thanked Council for the fruit basket he received. He stated that he has reported that a flood light is out at Laylin Park to City Hall and wanted to bring it to Council's attention.

PRESENTATIONS

Police Chief John Stressman Re-introducing Mark Reckling on His Promotion to Sergeant

Police Chief Stressman introduced recently promoted Sergeant Mark Reckling. His first official day was November 30, 2015.

PUBLIC HEARING

Proposed Grant Application for \$141,600.00 to the Michigan State Housing Development Authority's Community Development Block Grant Rental Rehabilitation Program

Mayor Waltz opened the public hearing at 7:52 p.m. Being there were no comments from the public, Mayor Waltz closed the public hearing at 7:53 p.m.

Resolution Authorizing the City of Mason to Apply to the Michigan State Housing Development Authority Rental Rehabilitation Grant for 100-106 East Ash Street, Mason, Michigan, Through the Community Development Block Grant Program

MOTION by Brown, second by Droscha,
to consider the City Council Resolution – Authorizing the City of Mason to Apply to the Michigan State Housing Development Authority Rental Rehabilitation Grant for 100-106 East Ash Street, Mason, Michigan, Through the Community Development Block Grant Program read.

MOTION APPROVED

Introduced by Bruno, seconded by Clark, City Council Resolution – Authorizing the City of Mason to Apply to the Michigan State Housing Development Authority Rental Rehabilitation Grant for 100-106 East Ash Street, Mason, Michigan, Through the Community Development Block Grant Program.

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2015-52
AUTHORIZING THE CITY OF MASON TO APPLY TO THE MICHIGAN STATE HOUSING
DEVELOPMENT AUTHORITY RENTAL REHABILITATION GRANT FOR 100-106 EAST
ASH STREET, MASON, MICHIGAN, THROUGH THE COMMUNITY DEVELOPMENT
BLOCK GRANT PROGRAM**

DECEMBER 7, 2015

WHEREAS, the City of Mason is working cooperatively with the owners of the properties located at 100-106 East Ash Street to apply for a Community Development Block Grant (CDBG) for the rehabilitation of properties; and

WHEREAS, the grant is to assist in fully rehabilitating the second story interior; and

WHEREAS, the concept is to develop the second story within the building in Mason's historic downtown into three new affordable housing apartments, two 1- bedroom and one 2- bedroom apartments; and

WHEREAS, the City Council held a Public Hearing the evening of December 7, 2015, in regard to a CDBG grant being applied for by the City of Mason through the Michigan State Housing Development Authority (MSHDA); and

WHEREAS, the grant request is for \$141,600.00, to rehabilitate the second floor into three habitable dwellings built to code. As required through the CDBG guidelines, 51% or more of the housing units must be designated for low to moderate income housing tenants for a minimum of five years; and

WHEREAS, the City is utilizing Revitalize, LLC, as the designated third party administrator to assist the city in administering these program funds.

BE IT HEREBY RESOLVED, by the Mason City Council, that this Public Hearing and Resolution authorizes the City of Mason to apply to MSHDA for a rental rehabilitation grant for 100-106 East Ash Street, Mason, Michigan, through the CDBG Program to increase affordable housing within the City of Mason and place these properties into productive use.

RESOLUTION APPROVED

CONSENT AGENDA

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

MOTION by Bruno, second by Clark,
to amend the consent agenda by adding the letter submitted by Council Member Mulvany.

MOTION APPROVED

- A. Approval of Minutes
 - Regular Council Meeting: November 16, 2015
 - Council Workshop: November 30, 2015
- B. Approval of Bills
 - December 7, 2015: \$152,324.67
- C. Letter from Councilmember Mulvany – Requesting Excused Absence
 - Excuse Councilmember Mulvany from the December 7, 2015 Council meeting.

MOTION APPROVED

A brief recess was taken at 7:58 p.m. The meeting reconvened at 8:14 p.m.

REGULAR BUSINESS

Resolution – Authorizing the Mayor of the City of Mason to Sign Employment Contract for Deborah Stuart

MOTION by Droscha, second by Brown,
to consider City Council Resolution, Authorizing the Mayor of the City of Mason
to Sign Employment Contract for Deborah Stuart read.

MOTION APPROVED

Introduced by Clark, seconded by Bruno, City Council Resolution – Authorizing the Mayor of the City of Mason to Sign Employment Contract for Deborah Stuart

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2015-53
AUTHORIZING THE MAYOR OF THE CITY OF MASON TO SIGN
THE EMPLOYMENT CONTRACT FOR DEBORAH STUART
DECEMBER 7, 2015**

WHEREAS, on November 10, 2015, the Mason City Council offered Conditional Approval to appoint Deborah Stuart to the position of City Administrator subject to an in-depth background check and agreed-upon terms of an Employment Contract; and

WHEREAS, the background check and Employment contract have been concluded, subject to Council approval.

THEREFORE BE IT HEREBY RESOLVED, that the Mason City Council does authorize the Mayor of the City of Mason to sign said Employment Contract on behalf of the Mason City Council.

RESOLUTION APPROVED

Motion – Exercise Option to Extend Auditing Services

Price informed Council that the three year auditing services of Abraham & Gaffney included a two year contract extension option. The three-year contract expires this year. Staff is recommending entering into the two year contract extension option.

MOTION by Brown, second by Ferris,
to exercise the two-year contract extension option for auditing services with Abraham
& Gaffney, for not more than \$41,400, as quoted at the February 18, 2013 meeting.

MOTION APPROVED

Report – Medical Marihuana Ordinance Update

Price commented on the submitted status report regarding the progress of the Planning Commission compiling a draft ordinance regulating medical marihuana care givers that may operate as a home occupation business.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Brown asked Mr. Price to schedule an open house for the community to meet the new City Administrator, Deborah Stuart. He asked Mr. Price to contact the individuals recommended by Dr. Carmichael and Ms. Carmichael to determine if a work session would be beneficial.

MOTION by Brown, second by Droscha,
to amend the agenda by adding Item No. 16 – Closed Session, for the purpose of
discussing a personnel issue, and move the remaining agenda item accordingly.

MOTION APPROVED

CORRESPONDENCE

All correspondence was distributed. Also, Mr. Price provided a memo regarding the November 30, 2015, workshop meeting confirming that the Motor Vehicle Pool Fund amount has \$1,800,000 worth of equipment.

LIAISON REPORTS

- Ferris informed Council that there is still time to purchase a Sesquicentennial Legacy Tree before the end of the year.
- Brown informed Council that the Sesquicentennial Committee extended the deadline to December 15, 2015 for providing items to place in the Time Capsule.

COUNCILMEMBER REPORTS

No reports at this time.

ADMINISTRATOR'S REPORT

Price informed Council regarding City business.

CLOSED SESSION – PERSONNEL ISSUE

MOTION by Brown,
to adjourn to closed session to discuss a personnel issue per recommendation of
the city administrator, by roll call vote.

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

No (0)

Absent (1) Mulvany

MOTION APPROVED

The meeting adjourned to closed session at 8:44 p.m. and reconvened at 9:09 p.m.

ADJOURNMENT

The meeting adjourned at 9:10 p.m.

Deborah J. Cwierniewicz, City Clerk

Michael F. Waltz, Mayor