

A study session of the Sylvan Lake City Council was held on Tuesday, April 28, 2015; opening at 6:09 p.m. Mayor Dzenko presiding. Mayor Dzenko presided over the Pledge of Allegiance.

Present: Meskin, Cassar, Dzenko, Zubrzycki
Absent: Lorenz
Also Present: City Manager Martin

Approval of Agenda

Moved by Meskin, seconded Cassar, to approve the agenda as presented.

Yes: All
No: None

MOTION CARRIED

Public Comment

There were no comments.

2015/2016 Budget

B-004-15

Martin noted he didn't receive any comments or questions from Council. Martin reviewed there will be a slight reduction in the millage rate because of Headlee because taxable values increased. Meskin figured the city will still take in \$30,000 more than last year. Martin agreed the city will take in around 2.63% more in general fund operating taxes. He noted in the Garbage & Rubbish fund the city is not collecting the maximum allowed. Council had agreed to reduce this in the past. We will need to discuss the Garbage & Rubbish fund soon because of dwindling funds.

Meskin asked if the prior year actual would show on the revenues like it did last year. Martin will make sure it is on there.

Martin reviewed the expenditures. The Police Department is up, as he mentioned last month, because of step salaries. Planning and Zoning has increased with the anticipation of doing work on the school property. Most of the other departments are very similar to last year.

Cassar discussed the Police Department; he asked if they should be looking at hiring a Chief. Zubrzycki feels Martin is enjoying the work with the police. Martin feels he is a good PR and HR person. He continues to attend conferences and workshops to be current on issues and laws. Zubrzycki feels Martin is doing a very good job with the department but it sounds like he could use help. He asked Martin to put together a proposal for Council to look at and then they can incorporate it into the budget. Martin stated there is only four people at City Hall, two are part-time and two full time. He reviewed what each does. Cassar clarified they are talking about hiring another person to help Martin. They need to look down the road and prepare for Martin

leaving one day. Meskin asked Martin what avenue he wanted to go. Martin will think about what is best for the city.

Martin shared he met with the Water Resources Commission and they are trying set up another meeting. They did have a preliminary meeting. The WRC will contract to do as much or as little as we want them to do. If they took over the whole Water and Sewer Department the cost would pretty much be the same as what it is now. The other side to that, as Meskin mentioned before, is the portion of the salaries that is being paid for by the water and sewer would have to be pickup by the other departments. He thought the city might want to keep the billing. He recalled the estimate for the WRC doing the billing was \$25,000 for water and \$25,000 for sewer. He thought that was a little high. Martin is working on getting better figures before he brings them to City Council. Also he mentioned other communities who use WRC put some kind money in their budget for administration because the communities still get a lot of phone calls and have maintain a close relationship with the WRC. Martin did ask the Commission to provide a list of communities using their service. He would like to call some of them and see what services they are getting and how they like it.

Capital Outlay - Council discussed seawall replacement at the end of Pontiac Drive. Martin will get some prices in the next couple months. Police capital outlay is for computers and a vehicle. Dzenko asked about the generator for City Hall. Martin will try to get that in with the \$100,000 for City Hall improvements. If it looks like the cost will be higher than the budget we can address it at that time.

Martin discussed Garbage & Rubbish and how it is spread. He explained if they did charge per parcel and put it on the waters/sewer bill, usually the only amount they could spread is the amount for the contractual services for garbage and rubbish. They may be able to spread the cost of leaf collection, but no salaries. He pointed out he is estimating the fund to be \$57,000 in red this year. He reminded them the fund had a good fundbalance but with \$70,000 expected next year they will have to reduce the spending. Cassar asked if the millage rate could be reduced. Martin explained it couldn't not because they are eating away at the fund balance again next year with a projection of \$70,000. Cassar asked about the general tax rates. Martin stated it is projected to take \$142,000 out of the fund balance next year, but they planned for this. Cassar proposed paying for the Garbage & Rubbish contractual services by a per parcel basis. Dzenko explained then they would be \$80,000 short because contractual is only \$153,000. Martin will look into what is allowed if they charge a per parcel fee. Cassar appreciates looking into this.

Martin suggested putting together a policy for paying the committee members. It would be a small dollar amount per meeting. He will put it together so Council can see it better with a total cost. The only board that gets paid is Board of Review. This would be for Planning Commission, Zoning Board of Appeals, Tri-City Fire Board and Cable Board. Cassar would like to see Council not get paid at all. Martin explained that is by Charter and would take a vote of the residents.

Dzenko would like to address bonuses. Meskin suggested waiting for Lorenz to be here. Zubrzycki would like to see a goals assessment. Martin stated he could put together what was accomplished this year.

Donation/Sponsorship Policy

FR-001-15

Martin shared he is working with Attorney Schultz on this. There have been some problems with this in the past and again it is coming up with people wanting to donate or sponsor things and expecting big things in return. A policy is being worked on and he just wanted to inform council it is coming down the line. It needs to specify what the donation is, what is received in return or for acknowledgement and cannot be up to the person making the donation to decide what they receive in return.

FOIA Policy

A-001-15

New Freedom of Information Act (FOIA) laws go into effect July 1, 2015, so we have to update our policy. The FOIA Laws are becoming more and more onerous. It will be more burdensome and costly because of the limits placed on charging for services.

Developer

Martin let City Council know he heard from Mark Kassab and they are backing out of the Whitfield School Property deal. Kassab said the deal was taking too long because of Pontiac School District. Martin is talking to Attorney Schultz on this. He also immediately emailed Vickie Markavitch, Oakland Schools, saying he needs to speak to her about the purchase of the vacant Whitfield School property. She sent back they have a broker handling this and copied somebody else. He will be speaking with Mark Kassab to get more information and then the school district.

Adjournment

Moved by Zubrzycki, seconded Cassar to adjourn the study session.

Yes: All

No: None

MOTION CARRIED

The meeting was adjourned at 8:12 p.m.

Dennise Dryden, City Clerk