

Bronson City Council Minutes

Regular Meeting

August 14, 2023

City Hall- 141 S. Matteson Street, Bronson MI 49028

5:00 pm

1. Call to Order & Pledge of Allegiance

Meeting called to order at 5:00 PM

2. Roll Call

Council Members Present: Mayor Matt Watkins, Vice Mayor Bill Earl, Councilmember Bill Rinehart, and Councilmember Larry McConn

Council Members Absent: Councilmember Rick Johannes

Staff Members Present: Chief Steve Johnson, Jerry Rinehart, Joe Swain, Jake Bundy, Jamie Lambright, and Patrick Bird.

Public Present: Steve Noble

Motion to excuse the absence of Councilmember Rick Johannes made by Councilmember Larry McConn with support from Councilmember Bill Rinehart.
4 ayes/0 nays - Motion Carried

3. Public Comments

Public comments shall be limited to 3 minutes for items not listed on the agenda.

Steve Noble addressed the council to thank Chief Steve Johnson, Officer Travis Ferry and Jamie Lambright for their assistance in opening the doors for the Douglas Park building for the Knights of Columbus, as they were not able to get in to the office to pick up the key for the building prior to their event.

4. Consent Agenda

A. Approval of Minutes- July 10, 2023 Regular Meeting Minutes

B. Acceptance of Monthly Reports- Police, DPW, Utilities Report, Fire Department Report;

C. Approval of monthly bills in the amount of \$138,378.58

D. Affirm the prepayment of bills in the amount of \$83,680.56

E. Approval of City's Investments

Motion to approve consent agenda made by Vice Mayor Bill Earl with support from Councilmember Bill Rinehart.

4 ayes/0 nays - Motion Carried

5. Old Business

A. Authorize City Manager to Sign Industrial Ave. Land Sale Agreement

City Manager Brandon Mersman explained that this would authorize him to sign on behalf of the City of Bronson regarding the Industrial Avenue land sale.

Motion to approve authorizing City Manager Brandon Mersman to sign for the Industrial Ave. land sale agreement made by Councilmember Larry McConn with support from Councilmember Bill Rinehart.

4 ayes/0 nays - Motion Carried

6. New Business

A. Approve Purchase of Wastewater/Water Lab Equipment

City Manager Brandon Mersman presented to the council that the wastewater/water lab equipment that is currently being used was purchased in 1993. Upon receiving guidance from Michigan Rural Water, it is being suggested that the City of Bronson upgrade their

lab equipment to the DR3900 Laboratory VIS Spectrophotometer with RFID Technology and DRB200 Digital Reactor Block for TNT plus: 9x13mm vial wells, 2x20 mm vial wells, 115 VAC. This will allow for more accurate results and the equipment even gives instruction to the user while they are testing. The cost of this would be \$8,332 without the annual contract.

Mayor Matt Watkins believes that this is needed and would be a good investment.

Watkins also stated that he was good with not doing the annual contract and questioned if it was documented the amount of time that this saves, to see if there would be savings in man hours used versus the previous process.

Vice Mayor Bill Earl stated that some tests are not mandatory and would suggesting holding off on what is not mandatory. In turn, this may save funds in test vials that are not required.

Councilmember Larry McConn stated that technology has changed a lot since 1993 and questioned if this is the technology that will be used in some of the training that staff would attend?

It was not sure that this was specifically the equipment used for training, but was definitely what was suggested from Michigan Rural Water.

Motion to approve the purchase of lab equipment DR3900 Laboratory VIS Spectrophotometer with RFID Technology and DRB200 Digital Reactor Block for TNT plus: 9x13mm vial wells, 2x20 mm vial wells, 115 VAC made by Councilmember Bill Rinehart with support from Vice Mayor Bill Earl.

4 ayes/0 nays - Motion Carried

- B. Approve Zoning Board of Appeals By-Laws, City Council Orientation Guide & Training Strategy

City Manager Brandon Mersman presented to the council, the Zoning Board of Appeals By-Laws, City Council Orientation Guide & Training Strategy. Mersman explained that this is essential for the different programs that the city is involved in.

Patrick Bird discussed with the council that in order to receive funding from different programs, it is required to have the by-laws and training strategy in place.

Motion to approve the Zoning Board of Appeals By-Laws, City Council Orientation Guide & Training Strategy made by Councilmember Larry McConn with support from Councilmember Bill Rinehart.

4 ayes/0 nays - Motion Carried

- C. Approve Banking Changes

City Manager Brandon Mersman presented to the council, that Clerk/Treasurer Tricia Rzepka is requesting to have some of the current savings' accounts be changed to checking accounts. This would allow for accounts being used on a daily/weekly basis to do transfers in the office rather than filling out transfer slips and then going to the bank and waiting to have bank staff perform the transfer. This will save time, resources, and be more efficient. The following accounts are those that are being requested to be changed from savings to checking: General Fund, Major Streets, Local Streets, Cemetery Fund, Motor Pool, 1993 General Obligation Bond, Tax Fund, Water, and Wastewater.

Motion to approve the change for the requested accounts made by Councilmember Larry McConn with support from Councilmember Bill Rinehart.

4 ayes/0 nays – Motion Carried

- D. Approve Hazard Mitigation Plan Adoption Resolution (Resolution #23-8-10)

City Manager Brandon Mersman presented to the council the final step for the Hazard Mitigation Plan of adopting the resolution stating that this provides goals, risk reduction and is a multi-year plan.

Motion to approve the Hazard Mitigation Plan Resolution 23-8-10 made by Councilmember Bill Rinehart with support from Vice Mayor Bill Earl.

4 ayes/0 nays – Motion Carried

E. Approve Water/Wastewater Rates- Resolution 23-8-11

City Manager Brandon Mersman presented to the council, the updated water and wastewater rates to be effective for the next billing period. Mersman stated that without knowing if any grant money will be received for the required upgrades, we must prepare for the worst. In order to be prepared for the upcoming expenses, wastewater ready to serve fees would need to be increased \$9.40 per month, with the possibility of similar increases the next few years.

Councilmember Bill Rinehart questioned if we were to get grant money, would we be able to forego increases like this in the future.

Mersman stated that would definitely be an option if grant monies are received.

Vice Mayor Bill Earl asked when the increase would take effect?

Mersman stated that it would be on the next billing statement.

Mayor Watkins stated that unfortunately, it is a necessary evil.

Motion to approve Water/Wastewater Rates Resolution 23-8-11 made by Councilmember Larry McConn with support from Vice Mayor Bill Earl.

4 ayes/0 nays – Motion Carried

F. Approve Road Commission Estimate for Road & Parking Lots

City Manager Brandon Mersman presented to the council, repairs to the City Hall Parking Lot, Cemetery, Chipseal, Roosevelt Rd, S. Walker Rd, and Hot Mix Asphalt in the amount of \$54,915.

Motion to approve the presented repairs made by Vice Mayor Bill Earl with support from Councilmember Bill Rinehart.

4 ayes/0 nays – Motion Carried

7. City Staff Comments

Chief Steve Johnson stated that Polish Festival went smooth. The sheriff's department assisted with the parade, sending additional vehicles and officers to help. This was beneficial, as there were a few medical calls during the parade. Johnson thanked the DPW department for their assistance also.

DPW Joe Swain stated that they just had their final hire, Wilder Irish. Joe also introduced Jake Bundy and Jamie Lambright, stating that they are doing a great job.

8. City Manager Comments

City Manager Brandon Mersman informed council that staff is doing a great job and town is looking really good. MI Rural Water is helping in the interim with water/wastewater for the time being. Cost could be \$100/hr plus travel if we continue to use them.

9. Council Comments

Councilmember Larry McConn thanked Patrick for all the work he is doing to assist the city to be a better prospect for grants, thanked Officer Travis Ferry for all the coverage he has assisted with, thanked Clerk/Treasurer Tricia Rzepka for the additional updates in the packet for council to review. McConn stated that the town looked good for Polish Festival.

McConn also questioned what was taking place with the City Assessor position? Is it going out for bid?

City Manager Brandon Mersman stated that Karen Smith is doing this as a contractor, but if the council wished, an RFP could be sent out.

Councilmember Bill Rinehart stated that Councilmember Larry McConn covered most of what he was going to say.

Vice Mayor Bill Earl thanked City Manager Brandon Mersman for his work and he is glad he is here. Earl was sorry to miss Polish Festival, but heard it went well. Earl thanked Chief Steve Johnson and Clerk/Treasurer Tricia Rzepka for their work and stated that the city staff has great teamwork.

Mayor Matt Watkins stated he was happy to hear that the DPW was fully staffed and with Jerry getting his licensing, the city is going in a good direction.

10. Adjourn

Motion to adjourn made by Council Member Larry McConn with support from Council Member Bill Rinehart.

4 ayes/0 nays Motion Carried

Adjourned at 5:31 PM

Tricia Rzepka
Clerk/Treasurer
City of Bronson