

**MINUTES OF REGULAR MEETING  
GALESBURG CITY COUNCIL  
FEBRUARY 4, 2008; 7:00 P.M.  
COUNCIL CHAMBERS,  
GALESBURG CITY HALL  
200 E. MICHIGAN AVE.  
GALESBURG, MI**

**GALESBURG**

200 E. Michigan Avenue  
Galesburg, Michigan 49053  
Phone: (269) 665-7000  
Fax: (269) 665-4541

**I. CALL TO ORDER**

The meeting was called to order by Mayor Allen at 7:00 P.M.

**PRESENT:** Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

**ABSENT:** None

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mayor Allen.

**III. COMMUNITY COMMENT**

Mayor Allen announced John Wagar, former Superintendent of GA School District has passed away.

Deborah Mock of 219 W. Michigan Ave. said that she has a huge problem with her water bill for the last billing cycle. She received an extremely high water bill and has checked her house over and over again. She found no running water faucets, no running toilets, no apparent reason for the large amount of water consumption. She lives on a fixed income, on top of which she just buried her mother and is trying to deal with funeral expenses and estate settlement. She cannot afford this \$374.00 water bill. Her bill has never been this high before. There has to have been some mistake. She was having trouble with her water meter in the past and had scheduled to have it replaced, but when the DPW guys came over to replace it, it was functioning properly and they did not change it out. Next thing she got this huge bill for water in December.

City Clerk Miner explained that she asked Ms. Mock to attend tonight's meeting to discuss her bill. The meter has been reread and the previous reading appears to be correct. There was a period of time during this billing cycle when Ms. Mock was absent from the home visiting her mother in another state. She has been requested to

seek help from service agencies in the area such as Red Cross, Salvation Army and Kalamazoo County Human Services, as well as local churches. The City Clerk cautioned Council not to act precipitously on this issue. They must wait to see the results of diagnostic testing that is planned by the DPW. If the bill is in error, corrections will be made. If the bill is correct, the City will be billed by both the City of Kalamazoo and the State of Michigan for services provided. The City of Kalamazoo for sewer services based on the total amount of gallons pumped to the Mock household, and the State of Michigan for number of gallons of water pumped out of the ground to the Mock household. The Administration is working with Ms. Mock to help her find a funding source to pay this bill. Forestalling payment does not seem to be the best option as the amount due will continue to grow, because of future billings, until it is so large that she cannot possibly handle it. A better option would be for Ms. Mock to apply for assistance available to her, and let the DPW administer its diagnostic checks of the meter.

Rob Wilson, DPW Supervisor said that he has agreed to replace Ms. Mock's meter with a new one. This will give him an opportunity to connect her old meter to a new meter, run several thousand gallons of water through them and make sure her meter was functioning correctly. If it is found that her meter was reading heavy, then corrections can be made. However, if it is found that her meter is reading correctly, the City is owed for the water pumped and will incur costs for providing it to her.

Ms. Mock agreed to make a payment on her water bill in the interval.

**IV. READING AND APPROVAL OF COUNCIL MINUTES**

Motion by Commissioner Nicolow, supported by Commissioner Kissinger to approve the minutes of January 22, 2008 as submitted.

Carried Unanimously

**RESOLUTION #020408-1**  
**CITY OF GALESBURG, MICHIGAN**  
**BUDGETARY TRANSFER OF FUNDS**

**V. CORRESPONDENCE**

1. Letter from the State of Michigan Public Service Commission providing notice of a hearing for the customers of Consumers Energy Company Case #U-15454 to be held on February 7, 2008 at 9:00 a.m. at the MPSC Office located at 6545 Mercantile Way, Suite 7, Lansing, MI

RECEIVED AND PLACED ON FILE

2. Letter from Comcast Cable submitting notice of rate increases effective March 2008.

RECEIVED AND PLACED ON FILE

3. Facsimile 'breakdown of pumphouse claim' received from claims adjuster Tracy Hardy of Meadowbrook Insurance indicating that claims for repair at pumphouse #1 will be capped at \$45,527.83.

City Clerk Miner told Councilmembers that the City has received invoices totaling \$75,613.90 for the rebuild of the pumphouse, leaving over \$30,086.07 in unreimbursed expenses. the City was assured by Ms. Hardy, and by her Assistant, Nick, that all above ground expenses would be covered, minus the \$1,000 deductible. All expenses for below ground work have been paid by the City in an amount totaling \$6,303.85. Ms Miner indicated her intention of contacting the insurance agency to protest and appeal the decision made by the claim adjuster.

Motion by Councilmember Nicolow, supported by Councilmember Jackson to direct the City Clerk to make contact with the Insurance Company to pursue full payment of all pumphouse claims.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

**VI. PUBLIC HEARINGS**

There were no scheduled public hearings.

**VII. ACTION ITEMS**

Whereas, the following intra-budgetary account transfers are necessary to balance City of Galesburg accounts for the first 6 months of Fiscal Year ended June 30, 2008.

Now, therefore, be it resolved that the transfers are approved as follows:

AMOUNT	FROM ACCT #	TO ACCT #
\$480.31	101.191.703.000	
\$1,029.69	101.265.727.000	
\$1,510.00		101.191.727.000 (Election Supplies)
\$615.00	101.200.851.000	101.200.801.005 (Audit Services)
\$431.57	101.265.959.000	
\$12,642.00	101.253.964.000	
\$13,073.57		101.200.910.000 (Fire & Casualty Liability)
\$233.62	101.215.712.000	101.215.727.000 (Clerk - Supplies)
\$237.50	101.215.712.000	101.215.956.000 (Clerk Misc.)
\$35.22	101.253.728.000	101.265.728.000 (City Hall Postage)
\$241.21	101.253.735.000	101.265.801.000 (Prof. Svc. Audit)
\$1,876.06	101.265.727.000	101.265.956.000 (City Hall Misc.)
\$113.41	101.336.920.000	101.336.850.000 (Fire Dept. Telephone)
\$1,212.00	101.441.930.000	101.441.934.000 (Sidewalk Construction)
\$2,133.34	101.441.930.000	101.441.935.000 (Civic Betterment)
\$500.00	101.371.955.000	
\$993.00	101.400.956.000	
\$720.93	101.441.932.000	
\$2,213.93		203.463.940.000 (Equip. Rental)
\$6,403.60	591.560.956.000	591.540.801.000 (Engineering)
\$542.00	591.540.930.000	591.540.801.003 (Auditing)
\$366.24	591.540.930.000	591.540.940.000 (Equip. Rental)
\$582.75	661.000.970.000	661.000.727.000

Motion by Councilmember Yingling, supported by Councilmember Nicolow, to place an affirmative roll call vote on the resolution authorizing transfer of funds.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

## VIII. REPORTS OF OFFICERS & BOARDS

### a. Treasurer

The Treasurer's Report was pulled from the agenda and held over until the February 19, 2008 City Council Meeting.

### b. Accounts Payable

City Clerk Miner reported to the Council bills owing and payable in the amount of \$14,062.76. This includes a bill for unemployment insurance claims paid to a former employee of the Department of Public Works in the amount of \$3,707.75 and the final bill for the tree removal contract in the amount of \$6,400.00. She asked for approval of the accounts payable list.

Motion by Councilmember Nicolow, supported by Councilmember Kissinger to authorize payment of the bills.

Motion approved by the following vote:

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

### c. Department of Public Works

Mr. Wilson said they are busy with water shut offs right now. There were an unusually large number of unpaid water bills this cycle, resulting in a shut off list with 70 customers on it.

### d. Police

Chief Mau apologized that he has not had a chance to get the report on ordinance violations together for tonight's meeting.

Councilmember Nicolow asked about a car on Blake St. that was ticketed, has that vehicle been towed? He also reported a car with expired plates parked across the street from Hardings.

Chief Mau responded that the car was current when he last checked it, but he will check again.

Councilmember Jackson said there is a front yard parking problem on Beckwith and asked if this has been addressed.

Chief Mau said that they were sent letters. The resident on Beckwith is moving out in about two weeks.

Motion by Councilmember Nicolow, supported by Councilmember Jackson to accept the Police Report as presented.

YEAS: Councilmembers Doxey, Jackson, Kissinger, Nicolow, VanNess, Yingling, Allen

NAYS: None

ABSENT: None

### e. Minutes of City Boards & Commissions:

- Galesburg Memorial Library

Councilmember Doxey reported that there has been discussion among Library Board Members regarding their interest in establishing a District Library involving Charleston and Galesburg. They need the City's approval to proceed with this initiative.

Councilmember Nicolow noted that this is a long standing issue. The Galesburg Library was founded as a Charter Library of the City and this kind of move would require an amendment to their charter.

Councilmember Doxey submitted a copy of Michigan District Library Law, including the steps necessary to establish a district library. This information contains a sample resolution that must be passed by the City creating a District Library Planning Committee. She asked the City Clerk to make copies of the Library Law for distribution to interested Councilmembers, and she asked the Council to consider passage of a resolution appointing a planning committee.

## IX. NEW BUSINESS

### a. Discussion of Policies and Procedures for Grant Applications

Mayor Allen told Councilmembers and the audience that the City wants to be able to be more proactive in the planning process for grant applications by requiring that they be part of the regular budget.

Councilmember Jackson said that the Fire Department Grants encumber funds from both the City and from Charleston Township.

Mayor Allen asked City Clerk Miner to draft a policy setting forth the City's objectives in the matter of grant applications and bring it to the next City Council Meeting for approval.

#### **X. OLD BUSINESS**

- a. Participation in the Kalamazoo Police & Fire Training Facility

Mayor Allen reported speaking with Charleston Township Supervisor, Fran Bell about a non-interest bearing loan agreement between the Township and the City to allow the Galesburg Charleston Fire Department to become a Charter Member of the Kalamazoo Police and Fire Training Facility. Since that time the Charleston Township Board has been advised that they would have to collect a standard rate of interest of between 3-4% on any loan they advanced to the City. Subsequently the Mayor spoke with Marty Meyer of the City of Kalamazoo. Kalamazoo is offering the City of Galesburg an installment payment option for Charter Membership in which the City would pay \$1,250 per year for four years, beginning with Fiscal Year 2008-09.

Kalamazoo will present a contract for consideration by the Galesburg City Council.

- b. Personnel Policy Revision

Mayor Allen announced that he would like to begin, at the February 19, 2008 meeting, a review of the City's Personnel Policy. He directed the City Clerk to prepare copies of the current personnel policy for use by Councilmembers at that meeting. He suggested that the Council begin with page 1 and work through the entire policy by devoting not more than 1 hour per meeting for its review.

#### **XI. COUNCIL COMMENT**

Councilmember VanNess complimented the Department of Public Works for the good job they have done in keeping the City's streets and sidewalks clean.

Mayor Allen addressed the rules of procedure for the Galesburg Charleston Joint Fire Board. Their procedures state that they cannot spend over \$5,000 at any one time without the permission of the governing municipalities, yet they recently spent over \$9,000 for turnout gear. This is something they cannot do.

Councilmember Jackson pointed out that the Fire Board budget contained an amount for capital outlay equipment

and asked if this gave them the authority to buy turnout gear.

Mayor Allen responded no. The appropriation may be in their budget, but they still require City approval to spend more than \$5,000 at one time.

#### **XII. ADJOURNMENT**

Motion by Councilmember Nicolow, supported by Councilmember Jackson to adjourn.

Motion approved unanimously.

Meeting adjourned at 8:15 P.M.

Respectfully submitted,

Debbie Miner, CMC  
City Clerk, CFO