

**CITY OF GALESBURG
CITY COUNCIL
REGULAR MEETING MINUTES
NOVEMBER 9, 2020**

In accordance with COVID-19 restrictions this meeting was broadcast on the City's YouTube Channel, which provided the public the opportunity to make comment. This meeting was held via ZOOM due to the increase in COVID Exposures. Mayor West called the meeting to order at 6 pm.

Roll call was taken, and the following members were present: Lori West, Linda Marble, Rebecca Harmon, Denis Homan, Rich Pawlawski, Doug Smith and Carol Wortinger.

Also, Present: Joshua Ranes, DPW Supervisor, and Anna Goodsell, Clerk

APPROVAL OF AGENDA

The Council then considered the agenda. West stated she would like to add the following items to the agenda

- City Manager Resolution
- Personnel Committee Recommendations
- July and December Board of Review Dates Resolution

A motion was made by Marble and seconded by Pawlawski; the Council voted by roll call to approve the agenda with the amendments as noted above.

West gave updates to the Council as follows:

- City Manager Gabe Barracker's last day was November 5, 2020
- City Treasurer and Ordinance Officer Bret Witkowski's last day was October 21, 2020
- There was a second COVID exposure
- Plante Moran Audit should be complete within the next month
- Annual Audit by Siegfried Crandall is underway. The report to the Council should take place in February 2021
- New City Manager, Sarah Joshi's first day will be November 16, 2020

CITIZEN COMMENTS

West gave instructions to the public on how to make comments via YouTube Live. She asked for public comment allowing approximately 5 minutes for the public to make comments.

Bre Felch had questions about the Midway Café Building. West gave Ms. Felch an update about the ordinance enforcement procedures with that property.

Travis Rupert, the City's Webmaster gave instructions to the public about how to make public comment via You Tube. West asked if there was further public comment, allowing several minutes for comment. There was no further comments.

CONSENT AGENDA

Upon motion of Marble, seconded by Pawlawski, the Council voted unanimously, to approve all items on the consent agenda as listed below. Marble had questions regarding the bills payable.

Bills Payable - \$83,534.69

Minutes of the October 5, 2020 regular meeting

October Kalamazoo County Sheriff's Department Report

- Captain Christenson of the Kalamazoo County Sheriff's Department offered comments

RESOLUTION NUMBER 20201109 SETTING POVERTY GUIDELINES AND ASSET TEST

The Council then consider a resolution adopting the poverty guidelines and asset test. Upon motion of Marble, seconded by Pawlawski the Council voted unanimously, by roll call, to adopt the resolution.

COMCAST FRANCHISE AGREEMENT

The next matter for the Council's consideration was the renewal of the Franchise Agreement with Comcast. The City's attorney, Seth Koches, had reviewed this the agreement and recommended entering into the agreement. A motion was made by Homan, and seconded by Marble to enter into the agreement. A roll call vote was taken and the motion passed unanimously.

ACCEPTANCE OF CITY MANAGER LETTER OF RESIGNATION DATED JULY 6, 2020

A motion was made by Wortinger, seconded by Smith, to accept the resignation letter of City Manager Gabe Barracker dated July 6, 2020. A roll call vote was taken and the motion passed unanimously.

CITY MANAGER CONTRACT

Mayor West brought to the Council's attention the draft contract for the City Manager. Marble had several questions about the contract. Lengthy discussion ensued. Upon motion of Homan, seconded by Marble, the Council voted unanimously to approve the City Manager's contract with the following correction/clarifications:

- Clarification of continued compensation ceasing should the employee gain employment
- Clarification of "vesting" date
- Clarification of unused vacation time
- Correction of the "matching" retirement contribution. Stating the City will match employee contributions, with the City's amount not to exceed 4% of the employee's salary

RESOLUTION NUMBER 20201109a CREATING THE POSITION OF CITY MANAGER

The Council then considered a resolution creating the position of City Manager. Upon motion of Pawlawski, seconded by Homan, the Board voted unanimously by roll call to adopt resolution number 20201109a creating the position of City Manager.

PERSONNEL COMMITTEE MINUTES AND RECOMMENDATIONS

The next matter for the Council's consideration was the minutes of the last Personnel Committee meeting and their recommendations. A motion was made by Pawlawski, and seconded by Marble the Council voted unanimously by roll call to accept the minutes of the Personnel Committee.

There was discussion about the recommendations. There was lengthy discussion. Upon motion of Marble, seconded by Harmon, to set the following policies as it relates to employees, effective January 1, 2021:

- Match an employee's contribution to the retirement plan up to 4%. Employees may contribute more than 4% if they desire.
- Health insurance will be paid 80% by the City and 20% by the employee

RESOLUTION NUMBER 20201109b SETTING JULY AND DECEMBER BOARD OF REVIEW DATES

Upon motion of Pawlawski, seconded by Homan, the Council voted unanimously by roll call to adopt resolution number 20201109b setting the July and December Board of Review dates.

DPW REPORT

Josh Ranes, DPW Supervisor, gave his October Report. There was general discussion and he answered questions from the Council. A motion was made by Pawlawski and seconded by Smith to accept the report. A roll call vote was taken and the motion passed unanimously.

COUNCIL MEMBER COMMENTS

Smith asked this it be considered to raise Council Member's pay.

ADJOURNMENT

Being duly motioned and supported the meeting was adjourned at approximately 7:42 pm

Respectfully Submitted:

Lori West, Mayor

Anna Goodsell, City Clerk