



# FREMONT Michigan

“NOW AND ALWAYS – A Fine City • A Great Community”

## **REGULAR CITY COUNCIL MEETING**

**Monday, May 18, 2020 @ 7:00 PM**

**\*Electronic Only (Online/Phone)**

### **1. Preliminary**

1.1 Call to Order / Welcome: Mayor James Rynberg

1.2 Invocation and Pledge of Allegiance to the American Flag: Councilmember Sandy Siegel

1.3 Roll Call: Mayor: James Rynberg; Councilmembers: Mike Carpenter, Sandy Siegel, Steve Heiss, & Bob Johnson

1.4 Approval of Meeting Agenda

### **2. Ceremonial Items – None Scheduled**

### **3. Consent Action Items (See Meeting Handout for procedures; One vote to approve all items with no discussion.)**

3.1 Minutes of the Regular Council Session held May 4, 2020

3.2 Approve Renewal of Professional Services Contract for Fremont Lake Park Campground Management

3.3 **Resolution R-20-09**: Relative to Establishing a Special Assessment for Invasive Weed Control on Fremont Lake

3.4 **Resolution R-20-11**: To add City Clerk to City’s Official Employee Administrative Permissions List for MERS

3.5 Authorize Submittal of MEDC “Match on Main” Grant for Downtown Businesses

### **4. Consideration of Any Items Removed from the Consent Agenda**

### **5. Accounts Payable & Payroll Remittance Check Register Report dated 5/15/20 totaling \$1,128,323.17**

### **6. Brief Public Comment (Three minutes per speaker and/or ten minutes if representing a group, for items not on the agenda.)**

### **7. Public Hearings**

7.1 To Receive Comment on Proposed Sanitary Sewer and Water Usage Rate Increases

### **8. Action & Discussion Item**

8.1 **Ordinance O-20-02**: To Amend Sewer Ordinance for Increase in Sewer Usage Rates

8.2 **Resolution R-20-10**: To Amend City Fee Schedule for Increase in Water Usage Rates

8.3 Review and Discuss Capital Projects Proposed for City’s 20-Year Capital Improvement Schedule

### **9. Board & Commission Appointments – None Scheduled**

### **10. Reports & Communications**

10.1 Announcements/Reports: a) City Manager & City Clerk; and b) Mayor & Councilmembers

- DDA & LDFA Draft FY 2020/21 Budgets

- Letter of Understanding between City & DPW Union (5/14/20) re: Return to Work status

10.2 Written Communications Transmitted with this Packet for Council Information & Discussion

10.3 Written Communications Previously Transmitted via Email for Council Information

- City Manager’s Goals & Objectives Report (5/08/20)

- CM Memorandum to Dept Heads (5/15/20) re: City Preparedness & Response Plan

- MERS Quarterly Funding Report for period ending 3/31/20

- Governor **Executive Order 2020-70**: Extending “Stay at Home, Stay Safe” to May 28, 2020

### **11. Extended Public Participation (Three minutes per speaker for items not on the agenda.)**

### **12. Closed Session**

12.1 To Perform Annual Performance Review of City Manager as Permitted Under the Open Meetings Act

### **13. Adjournment**

*\* The next electronic Regular meeting of the Fremont City Council is scheduled for Monday, June 1, 2020 at 7:00 PM*

**City Staff's Action Memo**  
**For the 5/18/2020 Regular City Council Meeting**

Agenda Items	Enclosure(s)	Summary Comments	Administration Recommendation
3.2	Draft Contract	Colleen Netcott, Fremont Lake Park Campground Manager, is coming up on her third year of managing the city's campground. This year I recommend her daily rate to increase from \$83 to \$88. Colleen's management style and experience has proven to be a great asset to the City's campground and her friendliness has certainly stimulated a positive atmosphere there. Her contract also includes free lot rent and winter storage of trailer if needed. Total pay for the 2020 Season will increase from \$14,525 to \$15,000.	Approve Contract as recommended
3.3	<u>Resolution R-20-09</u>	The enclosed Resolution initiates the City's intent to establish the annual special assessment (SA) process for the City's participation in the Fremont Lake Invasive Weed Control program with Sheridan Township and the Lake Association. A public hearing will be set and property owners notified of the City next step in the process to establish and order said SA.	Approve <u>Res-20-09</u> and schedule public hearing for SA
3.4	<u>Resolution R-20-11</u>	The enclosed Resolution will authorize addition of the City Clerk position to the City's authorized administrative employees who can sign official MERS documents on behalf of the City.	Approve <u>Res-20-11</u>
3.5	MEDC "Match on Main" Grant Program re: Covid-19 Response	The MEDC has established a grant program for downtown businesses in small communities. The "Match on Main" program permits communities under 10,000 in population to request up to \$50,000, to be made available to DT businesses for \$2,000-\$10,000 amounts, as determined by the community.  Staff recommends the City apply for the full \$50,000 and establish an award program for \$2,000-\$5,000 grants, depending on qualifications. These limits may allow for a greater impact with more businesses. The grant application deadline in April 29 <sup>th</sup> .	Authorize submittal of MEDC Grant for DT businesses
7.1	<ul style="list-style-type: none"> <li>• Public Hearing Notice</li> <li>• Utilities-Usage History</li> </ul>	<p>Staff recommended Council conduct a public hearing to consider staff's recommendations to increase water and sanitary sewer-usage rates for all customers.</p> <p>Due to operational changes at Gerber Products, the largest user of this service (est 55%), usage has decreased to a level that has made it very difficult to finance operation of the municipal utility systems at the current rates. The enclosed spreadsheet entails historical revenue data that depicts a decrease of approximately 20-25% over the last two years.</p> <p>With an average household usage of 20,000/gal per quarter, most residents will experience an estimated \$45-50 increase per year. Fortunately, since Fremont's utility rates have been the lowest in all of West Michigan, this increase will still keep us below the average rates being charged.</p>	Conduct Hearing & close before taking up additional CC business items
8.1	<u>Ordinance O-20-02</u>	Following the Hearing, Council should consider adopting <u>Ord-20-02</u> amending the sanitary sewer-usage rates to a level that will permit the City to maintain normal operational functions.	Adopt <u>Ord-20-02</u> by roll call vote as recommended
8.2	<u>Resolution R-20-10</u>	Following the Hearing, Council should consider adopting <u>Res-20-10</u> amending the water-usage rates to a level that will permit the City to maintain normal operational functions.	Approve <u>Res-20-10</u> as recommended