City of Albion

City Council Meeting

January 4, 2016

I. CALL TO ORDER

Mayor Domingo opened the regular session at 7:00 p.m.

II. MOMENT OF SILENCE TO BE OBSERVED

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Maurice Barnes (1), Lenn Reid (2), Garrett Brown (3), Rebecca Decker (4), Cheryl Krause (5) and Andrew French (6) and Mayor Joseph Domingo.

STAFF PRESENT:

Sheryl Mitchell, City Manager; Jill Domingo, City Clerk; Cullen Harkness, City Attorney; Tom Mead, Finance Director, John Tracy, Director, Building, Planning and Code Enforcement and Scott Kipp, Chief of Public Safety.

V. MAYOR AND COUNCIL MEMBER’S COMMENTS

Comments were received from Council Members Brown and French and City Manager Mitchell.

VI. CITIZENS COMMENTS

No comments were received.

VII. CONSENT CALENDAR (VV)

(Items on Consent Calendar are voted on as one unit)

A. Approval Special Council Session Minutes-December 18, 2015

B. Approval Regular Session Minutes-December 21, 2015

French moved, Krause supported, CARRIED, to Approve the Consent Calendar as presented. (7-0, vv)

VIII. ITEMS FOR INDIVIDUAL DISCUSSION

A. Request Approval Boards and Commissions Appointments (RCV)

* Local Officers Compensation Committee, Betty Branche, Term to Expire 10-1-2020

Comments were received from Council Member French and Mayor Domingo.

Barnes moved, French supported, CARRIED, to Approve Betty Branche, Local Officers Compensation Commission, Term to Expire 10-1-2020 as presented. (7-0, rcv)

B. Request Approval for Tentative Agreement for AFSCME Union (DPW Department) (RCV)

French moved, Barnes supported, CARRIED, To Approve Tentative Agreement for AFSCME Union (DPW Union) as presented. (7-0, rcv)

C. Request Approval Two Year Agreement/Contract (2016-2017) for TPOAM/ACA (Clerical-Finance Dept.) (RCV)

Comments were received from Council Member Brown, City Manager Mitchell and Mayor Domingo.

French moved, Barnes supported, CARRIED, To **TABLE** Two Year Agreement/Contract (2016-2017) for TPOAM/ACA (Clerical-Finance Dept.) as presented. (7-0, rcv)

D. Request Approval Resolution # 2016-01, 2015 Iron Belle Project Proposal and City Match (RCV)

Comments were received from Council Members French and Brown, City Manager Mitchell and Mayor Domingo.

French moved, Decker supported, CARRIED, To Approve Resolution # 2016-01, 2015 Iron Belle Project Proposal and City Match as presented. (7-0, rcv)

E. Discussion-Resolution # 2016-02, Attendance Policy

City Manager Mitchell stated the City currently did not have an updated City wide attendance policy. The policy is a first draft will apply to all City employees. Suggestions and comments on the policy are welcome. The policy will be placed on the February 1st, 2016 agenda for Council adoption.

Council Member French stated his appreciation of the policy placing responsibility on the Supervisors for their employees.

Council Member Reid stated the policy was very thorough.

Council Member Brown asked for clarification on the patterned absences.

City Manager Mitchell stated an example of this would be using leave time as quickly as it is earned.

F. Discussion-Resolution # 2016-03, Rules of Conduct

City Manager Mitchell stated this policy was modeled after the best practices for the MML and Public Safety Officers. This policy will apply to all employees and will be placed on the February 1st, 2016 agenda for Council adoption.

Council Member French asked if Item #13 on the Rules of Conduct (Possession and use of controlled substance/narcotics) would cause any medical privacy issues.

City Attorney Harkness stated for employees operating motor vehicles or anything that would inhibit an employee from doing their job would be ok to ask for disclosure. The employee would not be required to detail any medical information other than making management aware that they are taking or had been administered a Class B drug that may inhibit their performance.

Council Member Decker asked if it would be possible to include a list of Class B drugs.

Additional comments were received from Council Member Brown and Mayor Domingo.

G. Discussion-Possible Charter Amendments

City Manager Mitchell stated there are two current charter amendments being reviewed. The first is to change the fiscal year for the City and the second is the re-organization of the Clerk’s Office specifically to separate from the Finance Department.

City Manager Mitchell stated the mechanics of making the shift for the fiscal year in the BS & A System is a cumbersome process. She contacted the City of Marshall to see how they handled this process and they stated the fiscal year remained the same and the only change they had recently made was going to a two (2) year budget process. She will be looking into getting additional information of the mechanics of changing to a different fiscal year.

City Attorney Harkness stated he is currently working on the verbiage to separate the Clerk’s Office from the Finance Department.

Additional comments were received from Council Members French and Krause and Mayor Domingo.

H. Discussion-Fund Raiser for Holland Park

Council Member Reid stated the Holland Park Transformation Project will be hosting a fundraising play during Black History Month on February 12th, 2016 at 7:00 p.m. & February 13th, 2016 at 4:00 p.m. in the auditorium at Washington Gardner School called “In Search of Giants Who Cared About Me”. The play is arranged by former Albion resident Dr. Von Washington, Sr. The campaign is seeking sponsorships to raise $3,500 to secure the production. Donations can be mailed to the Greater Albion Chamber of Commerce. The admission charge is $15.00 for adults. Advertisements for the play will be available next week.

I. City Manager Report

City Manager Mitchell updated the Council with the following items:

* She wished everyone a Happy New Year
* Thanked Deb McKenzie for donating the Christmas tree
* Received $10,000 from Calhoun County Senior Services for Holland Park
* Approximately 15-20 Albion College students will be helping out at City Hall
* The City received confirmation from the DEQ that our water did not show any presence of lead and we received an excellent report. Calhoun County will be having a regional meeting for discussion of how to handle lead problems.

Council Member French asked if he could receive what the PH level in our water is.

* Talks have begun with Congressman Kildee and the Calhoun County Land Bank on how the City can get involved in the Neighborhood Revitalization Program
* Marshall Schools and Albion Community Schools have reached a cooperative agreement for the 6th, 7th and 8th graders to start attending Marshall Schools at the end of January. A meeting is scheduled for Wednesday, January 6, 2016 to discuss several issues that are being planned.

Council Member Barnes asked if there was another plan other than annexation.

Council Member Brown asked if a copy of the grant application made to the State was available.

City Manager Mitchell stated the annexation plan was the direction of the School Board and also that she had not seen a copy of the grant application that had been submitted.

* She reminded everyone the next meeting would be Tuesday, January 19th, 2016 as City Hall will be closed Monday, January 18th, 2016 to celebrate Dr. Martin Luther King’s birthday.

J. Future Agenda Items

* Council Member Barnes asked to have an update on the Austin Avenue Initiative added to the next agenda.
* Mayor Domingo asked Council to think about any charter changes for the upcoming elections.

K. Motion to Excuse Absent Council Member (s) (VV)

No action was necessary as all members were present.

IX. CITIZEN’S COMMENTS (Persons addressing the City Council shall limit their

comments to agenda items and to no more than five (5) minutes. Proper decorum is required.)

No comments were received.

X. ADJOURNMENT

Krause moved, Brown supported, CARRIED, to ADJOURN Regular Session. (7-0, vv).

Mayor Domingo adjourned the Regular Session at 7:37 p.m.

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Date Jill Domingo City Clerk