

**OFFICIAL PROCEEDINGS
CITY COUNCIL
CITY OF ESCANABA, MICHIGAN
Work Session Meeting
Thursday, January 9, 2020**

Pursuit to a special meeting notice posted December 18, 2019, the meeting was called to order by the Honorable Mayor Marc D. Tall at 10:00 a.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Mayor Marc D. Tall, Council Members, Ralph B. Blasier, Tyler D. DuBord, and Karen S. Moore

Absent: Peggy O'Connell

Also Present: City Manager Patrick S. Jordan, City Department Heads, media, and members of the public.

CONFLICT OF INTEREST DECLARATION – None

NEW BUSINESS

NB-1 Discussion – 2020-21 Operating Budget Preparation.

Administration led a discussion concerning the upcoming 2020-21 operating budget and sought Council input on items the Council as a whole would like to see considered for inclusion in the budget. Additionally, the various departments updated the Council on budgetary opportunities and challenges for the upcoming year.

- City Manager Jordan provided a general review of the overall budget and expectations regarding Revenue Sharing, Tax Revenues, and State Personal Property Tax. Administration did not anticipate any large increases in the State Revenue. Administration advised they are looking at a small increase for Street Funding, also Pension contributions for 2020-21 budget are going to increase;
- City Clerk/IT Administrator Phil DeMay discussed the upcoming Presidential election year. There are no major changes in the Clerk's Office. DeMay updated Council on his current CMC certification status and there will be more training to come. DeMay discussed the current technology projects and spoke about the needs for an up-to-date video component in Council Chambers to live broadcast and archive Council meetings. Also, discussed the wiring project, moving the server room, key fobs, video surveillance, and updating computer equipment;
- City Treasurer/HR Administrator discussed the changes that will take place with the new BS&A software and server. EAP (Employee Assistance Program) is deployed as of January 1, 2020. Gustafson would like to see a change in the utility drop box location. They received many complaints that it is hard to access from the vehicle. Also, reported there will be one retirement within her department. They will need to eventually hire a replacement;

City Council Minutes
January 9, 2020 – cont.

- Planning and Zoning Administrator Roxanne Spencer discussed the relocation of Blaine DeGrave and the Enforcement Department. Spencer spoke about the need for new software program, overhauling ordinances, and training;
- City Assessor James McNeil discussed the taxable values for 2020. McNeil advised nothing out of the ordinary for the Assessor's Department budget;
- Downtown Development Authority Director Edward Legault advised budget would include reimbursing City borrowed funds, and continuation of the Façade Program. Parking lot maintenance, curb and sidewalk repair, possible street scape, permanent signage, training and budget Deficit Elimination Plan were also discussed;
- Water/Wastewater Superintendent Jeff Lampi updated Council on the current and future status of his departments;
 - Water
 - Sales rough estimates are down around 10-15%;
 - 80 % of our service lines are deemed Lead Service Lines (LSL) due to the goose necks. LSL work is not required until 2021;
 - Lampi recommends that underground work not be conducted to keep the pace of paving this summer due to their department still building its cash reserves and manpower in preparation for 2021;
 - Replacing water main on 1st Ave South along with 2" galvanized this summer;
 - Discussed the AMI Meter install;
 - Wastewater
 - Prepping and moving forward with SRF project;
 - EGLE is discussing a consent order to complete repairs on collection system;
 - Investigating impact to rates to do both the project and collection system work at the same time;
 - Looking for solutions to remove sump pumps from the sanitary sewer system;
 - On-site generator needed at 23rd Ave Lift Station due to amount of "clean" water being pumped;
 - CIPP work will continue;
 - Discussed the landfill odor and possible solutions;
- Public Safety Director Robert LaMarche updated Council on how well their youth outreach programs are going. Discussed proposed updates at the Public Safety building such as the workout out room, new server installation, and privacy door in the locker room. Some of the challenges their department is facing is the demand for extensive fire training and finding quality officers with experience when openings become available. LaMarche discussed that having Blaine DeGrave (Enforcement Officer) in the building has been a big help and feels it's going to benefit both of them working together. Some of the major needs are new body armor, cellphones in cars, new ladder truck, and training;

City Council Minutes
January 9, 2020 – cont.

- Public Works Director/City Engineer Bob Becotte reviewed road repair projects, MDOT safety grant, and CDBG-IR grant. Most of this year's expenditures will be paving, sweeping, tree maintenance and park maintenance. No plan for any big equipment purchases this budget year;
- City Library Director Carolyn Stacey updated Council on the lighting and carpet installation project. Stacey discussed their growth in attendance with their community events due to some really amazing activities the library was able to host. There is a need for digital resources, services, and training to keep staff up to date. The library needs to hire more staff, building maintenance, new ADA compliant equipment, and update their Strategic Plan;
- City Controller Melissa Becotte advised the MERS Contribution Plan are going up by \$300,000 and ACT 51 Street Revenue will see an increase based on the state estimates of about \$300,000 this year. The rest of the Controller's budget will be "normal" for this year's budget;
- City Recreation Director Kimberly Peterson reviewed Recreation budget which included replacement of the Ludington Park Tennis Courts. The bid for this project came in way over budget and the plan is to piece out the project to get it within the budgeted scope. Recreation would like to see a splash park installed. Also reviewed various grants;
- Electric Superintendent Mike Furmanski discussed the decline of sales "due to inefficiencies". Furmanski reviewed proposed Electric budget items which included pole replacement, a proposed Rate Study, purchase of electric vehicle, and AMI 2 way meters. Also gave a solar update to Council;
- Harbor Master Larry Gravatt reviewed proposed Harbor and Marina Budgets. He advised dock improvements, change out fuel monitoring system at the Marina, upgrade fuel delivery system, also Larry announced this will be his retirement year;
- Council Members weighed in what they thought the city staff was excelling at and what should be primary budgetary concerns for each department. The roads are a major concern.

GENERAL PUBLIC COMMENT – None

Hearing no further public comment, DuBord moved, Blasier seconded, the Council adjourned at 11:41a.m.

Respectfully submitted,

Phil DeMay
City Clerk

Approved: _____
Marc D. Tall, Mayor