

CALL TO ORDER

IN REGULAR SESSION, Monday, May 16, 2022 at 7:00 P.M., in the Council Chambers of City Hall, 323 West Michigan Avenue, Marshall, MI 49068. City Council was called to order by Mayor Caron.

ROLL CALL

Roll was called:

Present: Council Members: Mayor Caron, Gates, Rice, Schwartz, Underhill, and Wolfersberger.

Also Present: City Manager Perry and Clerk Nelson.

Absent: Member Traver.

Moved Gates, supported Wolfersberger, to excuse the absence of Council Member Traver. On a voice vote – **MOTION CARRIED.**

INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Caron led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Wolfersberger, supported Gates, to approve the agenda with the addition of the Michigan South Central Power Agency invoice in the amount of \$832,157.02. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Schwartz, supported Rice, to approve the Consent Agenda:

- A. Received the Emergency Purchase Report for Diesel Fuel Tank Monitoring;
- B. Minutes of the City Council Work Session and Regular Session held on Monday, May 2, 2022;
- C. Approve city bills in the amount of \$ 1,136,849.83.

On a roll call vote – ayes: Gates, Rice, Schwartz, Underhill, Wolfersberger, and Mayor Caron; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

A. Police Department Presentation and Recognition:

Chief Lankerd announced the promotion of Deputy Chief Kris Ambrose and Sergeant Matt Potter, introduced new hire Jacob Patterson, and Officer of the Year Scott Keller.

INFORMATIONAL ITEMS

None.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Fiscal Year 2023 Budget Adoption:

City Manager Perry provided an overview of the Fiscal 2023 Budget. The budget totals \$38,495,094 in expenditures and is in compliance with the Marshall City Charter.

Mayor Caron opened the public hearing to hear public comment regarding the Fiscal Year 2023 Budget.

Hearing no comment, the hearing was closed.

Moved Underhill, supported Wolfersberger, to approve the proposed Fiscal Year 2023 Budget and approve the resolution setting the related property tax millage rates for Fiscal Year 2023. On a roll call vote – ayes: Rice, Schwartz, Underhill, Wolfersberger, Mayor Caron, and Gates; nays: none. **MOTION CARRIED.**

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2022-17

THE CITY OF MARSHALL
GENERAL APPROPRIATION ACT AND TAX LEVY RESOLUTION
July 1, 2022 – June 30, 2023

Whereas, City Council has reviewed the City Manager's proposed budget for FY 2023 for the City of Marshall; and

Whereas, A public hearing has been held to obtain citizen input on the proposed budget; and

Whereas, an annual budget is required for purposes of compliance with City Charter and State of Michigan Uniform Budgeting and Accounting Act (Public Act 2 of 1968, as amended);

THE CITY OF MARSHALL RESOLVES that the following appropriations for the fiscal year, commencing July 1, 2022, and ending June 30, 2023, are hereby appropriated on a departmental level in the General Fund and fund total basis in all other funds as follows:

General Fund Revenues	
Taxes	4,149,021
Licenses & Permits	440,000
Intergovernmental	1,071,929
Charges for Services	696,384
Fines & Forfeitures	13,000
Interest	3,000
Miscellaneous	602,407
Transfers In	215,000
Recreation	407,710
Farmer's Market	25,750
Airport	160,634
Total General Fund Revenues	7,784,835

General Fund	
City Council	2,957
City Manager	256,499
Clerk	73,094
Chapel	1,715
Finance/Treasurer	615,373
City Assessor	71,633
Non-Departmental	741,886
City Hall	78,829
City Attorney	100,000
Other City Property	62,000
Human Resources	104,338
Police	2,157,705
Crossing Guards	2,677
Dispatch	190,000
Fire	1,245,916
Inspection	152,391
Streets	939,370
Engineering	58,900
Compost	36,757
Cemetery	153,942
PSB Operations	125,762
Planning & Zoning	60,444
Parks	128,186
Recreation	364,271
Farmer's Market	24,911
Airport	158,608
Total General Fund Expenditures	7,908,164

All Funds Revenues	
General Fund	7,784,835
MVH--Major & Trunkline	773,744
MVH--Local	198,560
Municipal Street Fund	-
Marshall Regional Law Enforcement Center	328,578
Leaf, Brush and Trash Removal	179,311
Federal Grant - Safer Grant	278,747
Drug Forfeiture	250
American Rescue Plan	364,456
NE Neighborhood Improvement Authority	41,080
South Neighborhood Improvement Authority	32,539
Local Development Finance Authority	763,524
Downtown Development Authority	248,958
Capital Improvement Bond Fund	475,000
Marshall House	80,105
Fiber to the Premise	1,283,010
Electric	19,382,753
Dial-A-Ride	522,618
Wastewater	2,094,500
Water	2,030,700
Solid Waste	426,597
Data Processing	266,832
Motor Pool	874,989
Total Revenues	\$ 38,431,686

All Funds Expenditures	
General Fund	7,908,164
MVH--Major & Trunkline	356,162
MVH--Local	243,272
Municipal Street Fund	1,627,998
Marshall Regional Law Enforcement Center	426,859
Leaf, Brush and Trash Removal	144,868
Federal Grant - Safer Grant	278,747
Drug Forfeiture	-
American Rescue Plan	-
NE Neighborhood Improvement Authority	127
South Neighborhood Improvement Authority	31,973
Local Development Finance Authority	1,256,737
Downtown Development Authority	178,649
Capital Improvement Bond Fund	447,224
Marshall House	80,105
Fiber to the Premise	888,542
Electric	16,729,648
Dial-A-Ride	634,996
Wastewater	2,084,903
Water	3,388,140
Solid Waste	371,825
Data Processing	266,899
Motor Pool	1,149,256
Total Expenditures	\$ 38,495,094

Total fund reserves (not including the capitalization of assets) shall be decreased by \$63,408 based on the FY 2023 revenues and expenditures for all funds.

RESOLVED, That the City Council does hereby levy a tax of 17.1629 mills, subject to Headlee rollback, for the period of July 1, 2022, through June 30, 2023 on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Marshall and is levied pursuant to Section 8.01, Article 8 of the Charter of the City of Marshall.

The City Council does hereby levy a tax of .7480 mills, subject to Headlee rollback, for the period of July 1, 2022, through June 30, 2023, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Leaf, Brush and Trash Removal Services of the City of Marshall as authorized by a vote of the citizens on August 4, 2020.

The City Council does hereby levy a tax of 2.0 mills, subject to Headlee rollback, for the period of July 1, 2022, through June 30, 2023, on all taxable real and non-exempt

personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of municipal street reconstruction for the City of Marshall as authorized by a vote of the citizens on November 3, 2020.

The City Council does hereby levy a tax of .9147 mills, subject to Headlee rollback, for the period of July 1, 2022, through June 30, 2023, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied to operate the Dial-A-Ride Transportation System in the City of Marshall as authorized by a vote of the citizens on August 5, 1975.

The City Council does hereby levy a tax of .9147 mills, subject to Headlee rollback, for the period of July 1, 2022, through June 30, 2023, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Recreation Department of the City of Marshall as authorized by a vote of the citizens on April 4, 1959.

The City Council does hereby levy a tax of 1.5592 mills, subject to Headlee rollback, for the period of July 1, 2022, through June 30, 2023, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same in a district known as the Downtown Development District. This tax is levied for the purpose of defraying the costs of the Downtown Development Authority.

	Proposed FY23 Rates	Actual FY22 Rates	Difference
General Operating	17.1629	17.1629	-
Leaf, Brush and Trash Removal Services	0.7480	0.7480	-
Recreation	0.9147	0.9147	-
Municipal Street Fund	2.0000	2.0000	-
Dial-A-Ride	0.9147	0.9147	-
Downtown Development Authority	1.5592	1.5592	-
TOTAL	23.2995	23.2995	0.0000

RESOLVED, that the City Manager is authorized to make budgetary transfers within the appropriation centers established through this budget, and that all transfers between departments or funds may be made by the City Manager in an amount not to exceed \$20,000 per occurrence without prior Council approval pursuant to Section 19.2 of the provisions of the Michigan Uniform Accounting and Budgeting Act.

The City Council of the City of Marshall did give notice of the time and place when a public hearing on adoption of the budget would be held in accordance with Public Act 43 of 1963, proof of publication of the Notice of Public Hearing is now on file, and

which Public Hearing was duly held pursuant to said notice and in conformity therewith. A copy of the budget proposal was on file with the City Clerk and on the City's website and available for public inspection at least one week prior to adoption of the budget; and

Further, the City Council of the City of Marshall did give notice of the time and place when a public hearing would be held in conformity with the provisions of Public Act 5 of 1982 authorizing a tax rate in excess of the present authorized tax rate for General Operating, Recreation, Municipal Streets, Leaf & Brush, Dial-A-Ride and Downtown Development Authority tax levies, proof of publication of Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith; and

This Resolution shall take effect July 1, 2022.

Dated: May 16, 2022

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 16, 2022, and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Trisha Nelson, City Clerk

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. 3rd Quarter Financial Report:

Moved Schwartz, supported Rice, to accept and place on file the 3rd Quarter Financial Report. On a voice vote – **MOTION CARRIED.**

B. 3rd Quarter Investment Portfolio:

Moved Wolfersberger, supported Underhill, to accept and place on file the 3rd Quarter Investment Portfolio Report. On a voice vote – **MOTION CARRIED.**

C. 3rd Quarter Cash & Investment Position Report:

Moved Underhill, supported Schwartz, to accept and place on file the 3rd Quarter Cash & Investment Position Report. On a voice vote - **MOTION CARRIED.**

D. 3rd Quarter Budget Amendments:

Moved Gates, supported Rice, to adopt the resolution for the 3rd Quarter Budget Amendments to amend the Fiscal Year 2022 Budget. On a roll call vote – ayes: Schwartz, Underhill, Wolfersberger, Mayor Caron, Gates, and Rice; nays: none.
MOTION CARRIED.

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2021-18

THE CITY OF MARSHALL
AMENDED GENERAL APPROPRIATION ACT RESOLUTION
July 1, 2021 – June 30, 2022

THE CITY OF MARSHALL RESOLVES that the revenues and expenditures for the fiscal year, commencing July 1, 2021, and ending June 30, 2022, are hereby amended on a departmental and fund total basis as follows:

<u>General Fund Revenues</u>	<u>Adopted</u>	<u>Previously Amended</u>	<u>Additional Amendments Needed</u>	<u>Change</u>
Taxes	4,043,281	4,043,281	4,043,281	-
Licenses and Permits	147,000	147,000	147,000	-
Intergovernmental Revenues	878,285	878,285	960,172	81,887
Charges for Services	236,700	236,700	236,700	-
Fines and Forfeits	11,800	11,800	11,800	-
Rents	74,030	74,030	74,030	-
Interest	6,029	6,029	6,029	-
Miscellaneous	392,371	392,371	417,371	25,000
Other Financing Sources	1,556,551	1,556,551	1,556,551	-
Total Revenues	7,346,047	7,346,047	7,452,934	106,887
<u>General Fund Expenditures</u>				
City Council	3,017	3,017	3,017	-
City Manager	279,310	279,310	346,172	(66,862)
Clerk	61,621	61,621	61,621	-
Chapel	1,835	1,835	1,835	-
Finance/Treasurer	532,016	532,016	540,473	(8,457)
Assessor	70,098	70,098	70,098	-
Non-Departmental	897,529	897,529	933,529	(36,000)
City Hall	78,603	78,603	78,603	-
Attorney	68,000	68,000	108,000	(40,000)
Other City Property	56,000	59,000	59,000	-
Human Resources	96,256	96,256	96,256	-
Police	2,095,631	2,095,631	2,214,896	(119,265)
Crossing Guards	0	2,000	2,000	-
Dispatch	191,000	191,000	192,500	(1,500)

Fire	1,394,280	1,394,280	1,485,265	(90,985)
Inspection	139,488	139,488	139,488	-
Streets	867,880	867,880	887,880	(20,000)
Engineering	26,582	26,582	41,582	(15,000)
Compost	45,750	45,750	45,750	-
Cemetery	171,612	171,612	171,612	-
Public Svcs. Build Operations	123,755	123,755	125,255	(1,500)
Planning/Zoning	52,691	52,691	52,691	-
Parks	82,118	82,118	97,118	(15,000)
Capital Improvements	198,500	198,500	177,500	21,000
Total Expenditures	7,533,572	7,538,572	7,932,141	393,569
GF Net Surplus/(Deficit)	(187,525)	(192,525)	(479,207)	
Available Fund Balance		\$3,656,119	\$3,656,119	

<u>Downtown Development Authority (Fund 248)-Green St Project landscaping and engineering</u>				
Revenues	242,614	242,614	242,614	-
Expenditures	232,520	342,520	380,520	(35,000)
Net Surplus/(Deficit)	10,094	(99,906)	(137,906)	
Available Fund Balance		\$204,384	\$204,384	

<u>L DFA Fund (Fund 250)- Brooks Substation Project budget</u>				
Revenues	746,738	746,738	7,510,397	6,763,659
Expenditures	593,537	593,537	7,357,196	(6,763,659)
Net Surplus/(Deficit)	153,201	153,201	153,201	-
Available Fund Balance			\$1,759,118	

<u>Airport Fund (Fund 295)- increase fuel budget</u>				
Revenues	157,020	157,020	167,020	10,000
Expenditures	155,203	167,203	192,203	(25,000)
Net Surplus/(Deficit)	1,817	(10,183)	(25,183)	
*Part of General Fund-Airport fund has a fund balance deficit of \$5,153			*	

<u>CDBG Fund (Fund 296)- establish grant budget</u>				
Revenues	-	-	2,437,210	2,437,210
Expenditures	-	-	2,437,210	(2,437,210)
Net Surplus/(Deficit)	-	-	-	-

Available Fund Balance	-	-	-	
-------------------------------	---	---	---	--

<u>Marshall House Fund (Fund 536)-increase budget for settlement</u>				
Revenues	1,064,020	1,064,020	1,064,020	-
Expenditures	950,001	950,001	1,167,601	(217,600)
Net Surplus/(Deficit)	114,019	114,019	(103,581)	
Available Fund Balance			\$2,059,387	

<u>Solid Waste Fund (Fund 596)-increase fuel budget</u>				
Revenues	330,900	330,900	330,900	-
Expenditures	311,543	311,543	384,443	(72,400)
Net Surplus/(Deficit)	19,357	19,357	(53,543)	
Available Fund Balance			\$109,199	

<u>Information Technology Fund (Fund 636)-increase fuel budget</u>				
Revenues	173,237	173,237	173,237	-
Expenditures	222,123	222,123	257,123	(35,000)
Net Surplus/(Deficit)	(48,886)	(48,886)	(83,886)	
Available Fund Balance			\$375,160	

RESOLVED, the use of prior year's fund balance/net position reserves is not reflected in a Fund's revenue figure above, and that the source of funding for a Fund's Net Loss/(Deficit) shall be the use of prior year's fund balance/net position reserves as shown as Available Fund Balance.

This Resolution shall take effect upon adoption.

Dated May 16, 2022

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 16, 2022, and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Trisha Nelson, City Clerk

E. 2022 Street Improvement Change Order:

Moved Rice, supported Wolfersberger, to approve the construction change order for the 2022 Street Improvement Project with Quality Excavators in the amount of \$110,000 with a contingency of \$15,000 for a total change order increase amount of \$125,000. On a roll call vote – ayes: Underhill, Wolfersberger, Mayor Caron, Gates, Rice, and Schwartz; nays: none. **MOTION CARRIED.**

APPOINTMENTS/ELECTIONS

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

Joe Caron, Mayor

Trisha Nelson, City Clerk