

CITY OF FENTON COUNCIL WORK SESSION PROCEEDINGS
Monday, December 2, 2013
City Hall Conference Room
301 South LeRoy Street
7:30 PM

Mayor Sue Osborn called the meeting to order at 7:30 PM.

Present: Bland, Grossmeyer, Jacob, King, Lockwood, McDermott, Osborn.
Absent: None.
Others Present: Lynn Markland, City Manager; Mike Burns, Assistant City Manager;
Cindy Shane, City Treasurer; Brad Hissong, Building and Zoning
Administrator, Rick Aro, Police Chief.

CITIZENS COMMENTS

Ben Smith, 200 Union Street, asked to speak on agenda item #6 – Amendment to Code of Ordinances.

APPROVE CONTRACT WITH L.A. CONSTRUCTION FOR THE DEMOLITION OF 112 MILL STREET

Burns stated that on Monday, November 25, 2013, one bid was opened for the demolition of 112 Mill Street. The bid was from L.A. Construction in Flushing in the amount of \$9,820 for demolition plus an additional \$1,000 if frost laws are put into effect. Community Development Block Grant Funds (CDBG) from Genesee County will be used to pay for the task and all requirements for CDBG have been met and this building will be demolished by December 31, 2013.

A motion was made by Lockwood and seconded by Bland to approve the contract with L.A. Construction for the demolition of 112 Mill Street at a cost not to exceed \$10,820.00. Motion was carried by a voice vote.

AMENDMENT TO CODE OF ORDINANCES

Aro stated this amendment would require businesses that take in secondhand property, precious metals, etc. to participate in the Leads Online program. For years police departments have kept track of secondhand property sold within their jurisdiction; if someone takes an item into one of these businesses, the business fingerprints the person selling the items and records the serial number of the items being sold. Those cards are given to the Police Department and the information is entered into a database. If a larceny occurs, police can access the database and see if any of the stolen items have been sold at a secondhand store. He stated this process can be labor intensive and there is a time delay between information being captured at the store and when it is entered into the Police Department database. Leads Online puts the responsibility of this back on the storeowner. The storeowner would type information into the computer and capture a thumbprint on a thumbprint scanner, which is sent electronically to Leads Online. This saves the Police Department time and money because they no longer have to input this information and access is much quicker as the information is available almost instantaneously after the store owner enters it.

Aro stated in order to require local businesses to participate an ordinance is required to ensure participation.

Grossmeyer asked if this increases the number of stores that use this system or is it the same establishments that were obtaining thumbprints anyways.

Aro responded it's any business that qualifies for the types of sales as indicated in the ordinance. To the best of his knowledge, all the businesses in town of this nature currently participate.

McDermott asked if the affected businesses have to purchase the software and thumbprint scanner.

Police officer Jason Slater responded there is no cost to the business for the software, but they do have to purchase a thumbprint scanner, which cost approximately \$35-\$75.

Consensus was to add this item to the next City Council meeting agenda.

DISCUSSION REGARDING SEWER RATE INCREASE

Shane stated the Genesee County Drain Commissioner's office informed the City that District 3 sewer rates will increase effective January 2, 2014. The County passes onto the City the cost to operate the District 3 sewer treatment plant, which is shared with the City of Linden and Fenton Township. The current and proposed increases to a residential bill are as follows:

	<u>Current Rates</u>	<u>Increased Rates</u>	<u>Net Increase</u>
Readiness to Serve	\$8.85	\$18.30	\$9.45/quarter
Metered Users	\$2.46	\$2.73	.30/1,000 gallons
Unmetered Users	\$77.85	\$98.85	\$21.00/quarter

Osborn asked if the County indicated a reason for the increase. Shane responded rates have not been increased since 2006. The plan at that time was to not raise rates for five years and it's been seven years since the last increase. The proposed increases are projected to last for five years.

Shane stated the increase will be \$5.67 per month for the average customer. She has discussed the rate increases with the City's financial consultant, Paul Stauder who suggested reviewing the City's debt payments and capital charges. The City's sewer disposal system debt payments will drop by \$750,000 in fiscal year 2016. Currently, the capital charge is \$40.00 per quarter. In reviewing the sewer fund financial status, the capital charge can be lowered to \$30.00 per quarter and the debt payments could be managed. The sewer fund is beginning to collect tap fees for new connections and this revenue is used to pay debt. The rate increases should be effective September 1, 2013 so the City can cover the cost of the January 2, 2014 County Drain Commission increases.

Lockwood stated in reading through material, a sub-committee was referenced that meets and reviews rates and asked if the City is represented on this sub-committee. Markland responded he represents the City on the sub-committee.

Lockwood asked to have the infiltration and inflow fees referenced in the Notice of Rate Change received from the County explained.

Markland responded that inflow into the system comes from people that have homes that have drain tiles tied into the sanitary system. Also, it is discovered every once in a while a catch

basin that should be tied into the storm sewer but isn't. Infiltration comes from leaks or cracks in the system and all that water is calculated when it gets to the County because it's not part of the normal utility bill residents receive.

Bland stated the County sets criteria that allows overage of so many gallons. If that amount is exceeded, that is when there is a charge. Markland stated that normally an overage only occurs during major storm events.

Consensus was add this to the December 9, 2013 City Council agenda.

DISCUSSION REGARDING THIRD AMENDMENT TO MASTER DEED OF PINE CREEK NORTH (WELLBRIDGE OF FENTON)

Hissong stated this was last in front of the City Council on September 3, 2013. At that meeting, there was considerable discussion about the revised Master Deed. It was decided to have the issue sent back to the Planning Commission. He stated this was presented to the Planning Commission at their October 24, 2013 meeting and the changes were approved.

King stated she was glad to see a lot of concerns expressed by residents at prior meetings have been addressed.

Consensus was to add this to the December 9, 2013 City Council agenda.

FACT COORDINATOR PRESENTATION

Markland gave a PowerPoint presentation regarding the history of the Fenton Area Cable Television Consortium (FACT) and the need for a coordinator. The City has been working with Fenton Township, the City of Linden and the three school districts (Fenton, Lake Fenton and Linden) on this program and noted some of the accomplishments:

- Provide 24 hour programming on Channel 99
- 725 students involved in the program annually
- Approved \$285K in grants for new equipment in 2012
- Students supported community events with video programming
- Established regular bi-monthly meetings of the FACT Board
- Reorganized structure of FACT Board by adding school superintendants as non-voting members
- Improved inventory guidelines and grant approval process

Markland next highlighted opportunities the Board is continuing to look at:

- On-Demand programming for Channel 99
- TV Guide-type schedule of events
- Better coordination with school video production staff
- Improve ability to highlight community events
- Improve "upload" capabilities, web-based
- Better monitoring of repair and replacement needs

Markland stated the Board has identified the following as current needs:

- Continued focus on improvements by FACT Board
- Provide resources to continue providing improved access to PEG Channel 99
- Solicit local government and school board support for programming improvements
- Provide video coordinators ability to advance the programs

- Ability to sync efforts with GISD GenNET infrastructure
- Increase opportunity for use of Channel 99

Markland gave an overview of the proposed Coordinator job description:

- Peg fees cannot be used to fund the position but franchise fees can be used
- Part time position – contracted service
- Essential functions of the position
 - Acts as FACT Consortium Director
 - Supervise/responsible for FACT programming
 - Directs operation/production of PEG cable television channel
 - Validates/presents PEG grant requests
 - Coordinates with schools for grants, inventories, programming, repairs, etc.
 - Develops/publicizes/enhances programming schedule/guide for Channel 99
 - Coordinates community filming requests to the high school studios

Markland stated the Board is recommending municipalities make a three year commitment to contract for a part time coordinator at a cost of \$20,000/year. This would require 100% support from all FACT Board municipalities and schools. The City of Fenton will act as the fiscal agent and the City's portion of the Coordinator's wages is \$3,812.65 per year.

Fenton Area Public Schools Superintendent Dr. Tim Jalkanen stated there are over 150 students in the video production class at the high school. He stated it is a wonderful program and the school is fortunate to be able to provide it to students through the funding PEG fees provide.

Bland stated a lot of people do not even know that Channel 99 exists and thinks a coordinator could help market it.

Lockwood stated back in 1996 when this started, the intent was not to focus on one community and to have someone independently handle the coordination. She stated the Board has done a great job in working on this and feels this is what the fees were intended to be used for.

King stated she thinks Channel 99 is a great tool municipalities can use to let people know what's going on in their community and a great way to get information out to the public.

Consensus was to place this on the next City Council agenda.

COUNCIL MEMBER COMMENTS

Osborn commented the Christmas decorations are beautiful she has received several emails from people complimenting the decorations. She stated Lew Bender is available to meet with City Council on December 18th and 19th. After discussion amongst Council members, the session with Lew Bender was tentatively scheduled for December 18th. She will be going to Washington D.C. on December 5th with Mayor's Automotive Coalition and while there, she will meet with Bill Hanka from The Ferguson Group and will be writing a grant to the National Endowment of the Arts.

King thanked everyone involved with planning Jingle fest. She commented regarding the members of the Beautification Commission that recently resigned stating she was sad to see them go and they did a wonderful job and thanked them for their years of service. Osborn asked that they be sent letters of appreciation. King stated the City can't afford to have the D.P.W. do the

work the Beautification Commission does and hopes that incoming members are aware of what their duties will be. She thanked those that serve on various board and commissions and stated the City is always looking for residents willing to serve.

Grossmeyer gave an update regarding Jingle fest. He stated Fenton is hosting the December meeting of the Genesee County Small Cities & Villages Association.

Lockwood thanked those that helped with Jingle fest and she will forward the necessary insurance certificates naming the City as an additional insured to City Hall.

CALL TO THE AUDIENCE - None

Meeting was adjourned at 8:48 P.M.

Mayor Sue Osborn

City Clerk, Renee Wilson

Date approved: January 13, 2014