

**REGULAR COUNCIL PROCEEDINGS**

**CITY OF FLAT ROCK, MICHIGAN  
25500 GIBRALTAR ROAD  
FLAT ROCK, MI 48134**

**MONDAY, OCTOBER 17, 2022**

The regular meeting of the Flat Rock City Council convened at the Municipal Building, 25500 Gibraltar Road, Flat Rock, Michigan 48134, on the above date at 7:30 pm.

**1. PLEDGE OF ALLEGIANCE:**

**2. ROLL CALL OF COUNCIL MEMBERS:**

PRESENT ELECTED OFFICIALS:

PRESENT: Mayor: Hammond

Council Members: Beller, Bergeron, Dishaw, Martin, Tefend, Wrobel

ABSENT: Council:

ALSO, PRESENT: City Attorney Matthew Zick, Department of Public Services Interim Director Eric Holtz, Treasurer Joanne Beard, Fire Chief James Katona, City Clerk Shane Harrison, Economic Development Director Elizabeth Hendley, Building & Safety Director Jeff Kemp, Library Director Michael Cummings, and Parks & Recreation Director Patrick Hawkins.

**3. APPROVAL OF MINUTES:**

**Item 3-A Regular Meeting Minutes of October 3, 2022**

**Resolution 10-17-22-01**

Motion by Martin

Supported by Wrobel

RESOLVED, to approve the minutes of the regular City Council meeting of October 3, 2022, as presented.

Motion carried unanimously 7-0

**4. CITIZENS TO BE HEARD: QUESTIONS OR INPUT ON AGENDA ITEMS:**

Members of the audience addressed council regarding the following agenda items:

- 3 – Approval of Minutes
- 7 – Mayor Comments

5. **REPORTS FROM DEPARTMENT HEADS:**

Department Heads provided updates of the following:

Economic Development Director Liz Hendley

- Spooktacular is Saturday October 22<sup>nd</sup> from 3:00pm to 6:00pm.
- Christmas Passport Program will begin on Monday October 31<sup>st</sup>.

City Clerk Shane Harrison

- Absentee Voter Ballots can be picked up at the Clerk's Office.

Parks and Recreation Director Pat Hawkins

- Community Center Halloween Party for children will begin on October 31<sup>st</sup> @ 7:00pm.
- Police will be inspecting Halloween candy for inspection at party.

Library Director Michael Hawkins

- Updates on upcoming events and author visits.

6. **REPORTS FROM COUNCIL MEMBERS:**

Council Members provided the following updates:

Councilman Steven Beller

- Shared thoughts regarding the recent issues brought forth against the Mayor.
- Asked for an ordinance to be brought to Council allowing all Department Heads, City Manager, Council Members, and Mayor allow to put items upon the agenda.

Councilman Rick Tefend

- Requested Halloween Hours to be updated to 5:30 to 8:00pm

**Resolution 10-17-22-02**

Motion by Tefend

Supported by Beller

RESOLVED, to update Halloween Trick-or-Treat Hours: October 31, 2022, from 5:30pm to 8:00pm.

Motion carried unanimously 7-0

Councilman Ken Wrobel

- Thanked the DPS for their hard work at Huroc Park, it looks very nice.
- Would like to set up work session in the beginning of the year to discuss a plan for road replacements.

Councilman John Bergeron

- Congratulated the Flat Rock Rams on their Homecoming victory.
- Reminded everyone to be careful and stay safe on Halloween.

Councilman Larry Dishaw

- Apologized to Councilman Martin and Interim DPS Director Eric Holtz for missing the water system update work session.

7. **MAYOR COMMENTS:**

8. **AWARDS/PRESENTATIONS:**

DDA Chairperson Joe Pagano

- Thanked all the businesses that supported the 2022 Cruizin' Flat Rock Car Show
- Thanked all the volunteers, DPS, Police Department & Fire Department for all their help
- Presented "Winners Circle" Award to the following title sponsors
  - Public Service Credit Union
  - Fellows & Co.

9. **UNFINISHED BUSINESS:**

**Item 9-A 2<sup>nd</sup> Reading of Ordinance – City Administrator**

**Resolution 10-17-22-03**

Motion by Wrobel  
Supported by Martin

RESOLVED, to suspend the 2<sup>nd</sup> reading of Ordinance 460 – Amendments to Revise Flat Rock City Administrator Chapter 2, Article III, Division 4.

Motion carried unanimously 7-0

**Resolution 10-17-22-04**

Motion by Bergeron  
Supported by Wrobel

\*\*Discussion between Councilmembers Martin, Dishaw, Beller, Tefend, Bergeron, Treasurer Beard and City Attorney Zick\*\*

RESOLVED, to adopt Ordinance 460 – Amendments to Revise Flat Rock City Administrator Chapter 2, Article III, Division 4 as presented.

Roll Call Vote:

Yes Approve: Bergeron\*  
Dishaw  
Wrobel

No Against: Hammond  
Beller  
Martin  
Tefend

Motion failed 3-4

**Resolution 10-17-22-05**

Motion by Tefend  
Supported by Wrobel

RESOLVED, to adopt Ordinance 460 – Amendments to Revise Flat Rock City Administrator Chapter 2, Article III, Division 4 adding the words “assist in” in front of “preparation of the Council Agenda to item 1, this will read as follows:

The city administrator shall be responsible to the city council and shall serve at the discretion and pleasure of the city council for an indefinite term at compensation fixed by the city council, The city administrator shall report directly to the city council on a regular basis as to the status of the position’s duties and responsibilities which shall include:

- (1.) Assist the mayor with the coordination of the work of the various administrative offices of the city for the purpose of providing for efficient and economical administration of city government, specifically including, but not limited to, assisting in preparation of the Council Agenda.
- (2.) Shall report directly to city council on any and all matters pertaining to the administration and coordination of the several city departments and service and such other matters that require the city council’s attention and action, specifically including, but not limited to, recommending the discipline, demotion and/or discharge of any Administrative Officer or Administrative Employee.
- (3.) Shall assist the mayor with the submission of the mayor’s annual budget, and with the city treasurer, keep the city council fully advised at all times as to the financial condition and needs of the city.
- (4.) Keeping informed with respect to the administration of the several administrative departments of the city, and to that end, the heads of all administrative departments shall cooperate and furnish such information and periodic or special reports as city council may deem necessary.
- (5.) Attend all meeting of the city council and such boards and commissions as are necessary to perform the duties and responsibilities of the position.
- (6.) Carry out such additional duties and functions as shall be assigned by city council.

Roll Call Vote:

Yes Approve: Bergeron  
Dishaw  
Martin  
Tefend  
Wrobel

No Against: Hammond  
Beller

Motion carried 5-2

**10. NEW BUSINESS:**

**Item 10-A Request to Approve – Great Lakes Water Authority (GLWA) Contract**

**Resolution 10-17-22-06**

Motion by Wrobel  
Supported by Martin

**\*\*Discussion between Mayor Hammond, Councilmembers Bergeron, Martin, City Attorney Zick and Interim DPS Director Holtz\*\***

RESOLVED, to approve the Amendment No. 4 to the Water Service Contract between Great Lakes Water Authority, and the City of Flat Rock as presented.

Motion carried unanimously 7-0

**Item 10-B 1<sup>st</sup> Reading of Ordinance – Administration**

**Resolution 10-17-22-07**

Motion by Martin  
Supported by Tefend

RESOLVED, to suspend the 1<sup>st</sup> reading of Ordinance 461 – City Code, Chapter 2, Article I, Administration.

Motion carried 7-0

**Item 10-C Mayoral Appointment – Acting City Clerk**

**Resolution 10-17-22-08**

Motion by Hammond  
Supported by Bergeron

RESOLVED, to approve the appointment of Rebecca Cottrell as Acting City Clerk during Clerk Shane Harrison's medical leave, beginning November 15, 2022, with the compensation in the amount of \$3.50 per hour over and above her regular rate.

Motion carried unanimously 7-0

**Item 10-D Request for Approval – Engineering Fees for Bike Path Grant Applications**

**Resolution 10-17-22-09**

Motion by Hammond  
Supported by Martin

RESOLVED, to approve the expenditure of no more than \$3,000.00 for engineering estimates, right of way permits, and grade information for bike path grant applications.

Motion carried unanimously 7-0

**Item 10-E Request to Approve – SCBA Equipment & RIT Packs Bid**

**Resolution 10-17-22-10**

Motion by Tefend  
Supported by Bergeron

RESOLVED, to approve the bid by MacQueen Emergency Equipment for MSA SCBA equipment in the amount of \$33,574.50.

Motion carried unanimously 7-0

**Item 10-F 1<sup>st</sup> Reading of Ordinance – Solar Wind Energy**

**Resolution 10-17-22-11**

Motion by Martin  
Supported by Bergeron

\*\*Discussion between Mayor Hammond, Council Members Beller, Bergeron, Wrobel, Dishaw, City Attorney Zick, Building & Safety Director and McKenna Representative Brian Keesey.\*\*

RESOLVED, to send the Solar Wind Energy & Wind Energy Conversion System ordinances back to the Planning Commissions with discussion points brought up by the City Council Members.

Motion carried unanimously 7-0

**Item 10-F 1<sup>st</sup> Reading of Ordinance – Wind Energy Conversion System**

**Resolution 10-17-22-11**

Motion by Martin  
Supported by Bergeron

\*\*Discussion between Mayor Hammond, Council Members Beller, Bergeron, Wrobel, Dishaw, City Attorney Zick, Building & Safety Director and McKenna Representative Brian Keesey.\*\*

RESOLVED, to send the Solar Wind Energy & Wind Energy Conversion System ordinances back to the Planning Commissions with discussion points brought up by the City Council Members.

Motion carried unanimously 7-0

11. **LATE CORRESPONDENCE**

12. **CITIZENS TO BE HEARD: COMMENTS AND/OR REQUESTS:**

Members of the audience addressed council regarding the following:

- DDA Minutes on website.
- How can residents view proposed ordinances.
- Deer population becoming problematic, can assistance be offered to thin the herd.
- Knights of Columbus thanked the city for the over \$10,000 that was raised during there Tootsie Roll Drive.

**CLOSED SESSION:**

**Item A Confidential Legal Opinion RE: The Pending Citizen Ballot Proposal (Initiative to allow marijuana establishments.)**

**Resolution 10-17-22-12**

Motion by Martin  
Supported by Bergeron

RESOLVED, to convene into closed session to discuss Confidential Legal Opinion RE: The Pending Citizen Ballot Proposal (Initiative to allow marijuana establishments.)

Motion carried unanimously 7-0

**Resolution 10-17-22-13**

Motion by Wrobel  
Supported by Martin

RESOLVED, to reconvene into open session.

Motion carried unanimously 7-0

13. **ADJOURNMENT:**

**Resolution 10-17-22-14**

Motion by Martin  
Supported by Beller

RESOLVED, to adjourn the regular City Council meeting of October 17, 2022, at 9:37pm.

Motion carried unanimously 7-0

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**MARK A. HAMMOND, MAYOR**

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**SHANE ANNE HARRISON, CITY CLERK**

Approved as presented at the November 7, 2022, Regular City Council Meeting