

**REGULAR COUNCIL PROCEEDINGS**

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

**MONDAY NOVEMBER 6, 2023**

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  
ABSENT: Council: Wrobel

**Resolution 11-06-23-01**

Motion by Hammond  
Supported by Bergeron

RESOLVED, to approve the Regular City Council Meeting Minutes of October 16, 2023.

Motion carried unanimously 6-0

ALSO, PRESENT: Clerk Rebecca Cottrell, Library Director Michael Cummings, Parks & Recreation Director Patrick Hawkins, Fire Chief Glenn Owens, Police Chief Stephen McInchak, City Administrator/Treasurer Joanne Beard, Interim Department of Public Services Director Eric Holtz, and City Attorney Matthew Zick.

3. **APPROVAL OF MINUTES:**

**Item 3-A Regular Meeting Minutes of October 16, 2023**

**Resolution 11-06-23-02**

Motion by Martin  
Supported by Hammond

RESOLVED, to approve the Regular City Council Meeting Minutes of October 16, 2023, with the correction of the Public Hearing date.

Motion carried unanimously 6-0

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

- Request to state monetary amounts on agenda items.

5. **REPORTS FROM DEPARTMENT HEADS:**

Eric Holtz, Interim Director of Public Services

- Flat Rock did not qualify due to lack of need for drinking water fund grant.
- Updates on Vreeland engineering.
- Updates on lead line replacement.

Glenn Owens, Fire Chief

- Run volumes are holding study.
- Fire Department has two new hires.
- Rescue 8 will be back on 11/7/2023.
- Fire Department participated in multiple city events.

Joanne Beard, City Administrator/Treasurer

- Auditor's finishing up to present findings in December.
- Audit looks great – fund balance at highest it's been.

Steve McInchak, Police Chief

- Ordinance vehicle is getting completed.
- Police Department participated in multiple city events.

Elizabeth Hendley, DDA Director

- Spooktacular went wonderfully.
- Passport Program began November 1<sup>st</sup>, 2023 – double stamp day on small business Saturday & during Winterfest.
- Will present at December 18<sup>th</sup> meeting.
- Winterfest is December 1<sup>st</sup> & 2<sup>nd</sup>.

Rebecca Cottrell, City Clerk

- Election day is tomorrow 11/7/2023.
- Have sent out 1081 ballots & have 786 returned.

6. **REPORTS FROM COUNCIL MEMBERS:**

Steve Beller

- Spooktacular was fantastic.

Jim Martin

- Sent condolences to Treasurer Joanne Beard on the passing of her sister.

John Bergeron

- Sent condolences to Treasurer Joanne Beard on the passing of her sister.
- Congratulations to High School

Larry Dishaw

- Sent condolence to Treasurer Joanne Beard on the passing of her sister.
- Congratulations to High School on all the students' achievements – Cross County and the athletics' are excelling.
- Questions regarding an appeal process for the sidewalk program and engineering standards.

7. **MAYOR COMMENTS:**

Mayor Mark Hammond provided updates of the following:

- Sent condolences to Treasurer Joanne Beard on the passing of her sister.
- Reminded residents to vote in the community.
- Need involvement and volunteers from community.

8. **AWARDS/PRESENTATIONS**

9. **UNFINISHED BUSINESS:**

**Item 9-A Mayoral Appointment – Downtown Development Authority**

Discussion between Council Members, Mayor and City Attorney.

**\*No Action\***

10. **NEW BUSINESS:**

**Item 10-A Request to Approve – Purchase of New Server at Community Center**

**Resolution 11-06-23-03**

Motion by Dishaw  
Supported by Tefend

RESOLVED, to approve the purchase of a new server at the Community Center through CDW in the amount of \$5,288.49.

Motion carried unanimously 6-0

**Item 10-B Request to Approve – Downriver Community Conference Dues 2023/2024**

**Resolution 11-06-23-04**

Motion by Martin  
Supported by Tefend

RESOLVED, to approve the payment of Downriver Mutual Aid Dues in the amount of \$13,846.78.

Motion carried unanimously 6-0

**Resolution 11-06-23-05**

Motion by Martin  
Supported by Tefend

RESOLVED, to approve the payment of Downriver Community Conference Dues in the amount of \$6,525.88.

Motion carried unanimously 6-0

**Item 10-C Request to Approve – Gibraltar Road Watermain Replacement – Engineering Fee Quote**

**Resolution 11-06-23-06**

Motion by Dishaw  
Supported by Beller

RESOLVED, to approve up to the amount of \$161,313.00 for the design and engineering fees to Charles E. Raines Company for the replacement of the water main on Gibraltar Road.

Motion carried unanimously 6-0

**Item 10-D Resolution to Approve – Annual Maintenance Permit through Wayne County**

**Resolution 11-06-23-07**

Motion by Hammond  
Supported by Martin

RESOLVED, to approve the annual Maintenance Permit through Wayne County.

Motion carried unanimously 6-0

**Item 10-E Resolution to Approve – Annual Pavement Restoration Permit through Wayne County**

**Resolution 11-06-23-08**

Motion by Hammond  
Supported by Martin

RESOLVED, to approve the annual Pavement permit through Wayne County.

Motion carried unanimously 6-0

**Item 10-F Request to Approve – Sewer and Water Specialist Payment for Hydro Excavation Work**

**Resolution 11-06-23-09**

Motion by Martin  
Supported by Dishaw

RESOLVED, to approve the payment of \$57,000 to Sewer and Water Specialists, Inc. for the hydro excavation work performed as part of the ongoing Distribution System Material Inventory as required by EGLE.

Motion carried unanimously 6-0

**Item 10-G Request to Approve – Boom Truck Repair Quote**

**Resolution 11-06-23-10**

Motion by Hammond  
Supported by Tefend

RESOLVED, to approve the repair of the city's boom truck through Downriver Bus in the estimated amount of \$5,244.12.

Motion carried unanimously 6-0

**Item 10-H Request to Approve – Holiday Light Package from Grosse Ile Lawn Sprinkler, Inc.**

**Resolution 11-06-23-11**

Motion by Hammond  
Supported by Martin

RESOLVED, to approve the holiday light package from Grosse Ile Lawn Sprinkler in the amount of \$6,000.

Roll Call Vote

Yes: Hammond\*  
Beller  
Bergeron  
Martin  
Tefend

No: Dishaw

Motion carried 5-1

**Item 10-I Request to Approve – Recreation Trolley Replacement Quote**

**Resolution 11-06-23-12**

Motion by Hammond  
Supported by Martin

RESOLVED, to approve the repair of the Recreation Center Partition in the amount of \$10,162.12\*.

Motion carried unanimously 6-0

**Item 10-J Resolution to Approve – Board of Review Alternative Meeting Dates**

**Resolution 11-06-23-13**

Motion by Dishaw  
Supported by Tefend

RESOLVED, to set alternative meeting dates for the July and December Board of Review meeting dates.

Motion carried 6-0

**11. LATE CORRESPONDENCE**

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

Members of the audience addressed council regarding the following:

- Joanne Beard thanked staff members for support and help while auditor's were present.

**Resolution 11-06-23-14**

Motion by Beller  
Supported by Tefend

RESOLVED, to convene into Closed Session for discussion to consider the City Attorney's warren legal opinion regarding a severance payout and fitness for duty evaluation referral.

Motion carried unanimously 6-0

**Resolution 11-06-23-15**

Motion by Hammond  
Supported by Beller

RESOLVED, to reconvene into open session.

Motion carried unanimously 7-0

**Resolution 11-06-23-16**

Motion by Hammond  
Supported by Beller

RESOLVED, to pay the presented bill in the amount of \$4,500 to the stated Doctor.

Motion carried unanimously 6-0

13. **ADJOURNMENT:**

**Resolution 11-06-23-17**

Motion by Tefend  
Supported by Martin

RESOLVED, to adjourn the regular City Council meeting of November 6, 2023 at 8:47pm.

Motion carried unanimously 6-0

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**MARK A. HAMMOND, MAYOR**

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**REBECCA COTTRELL, CITY CLERK**

Approved as presented at the November 20, 2023, Regular City Council Meeting