

REGULAR COUNCIL PROCEEDINGS

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

MONDAY DECEMBER 18, 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, Wrobel

ABSENT: Council:

ALSO, PRESENT: Clerk Rebecca Brogley, 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 December 4, 2023

Resolution 12-18-23-01

Motion by Tefend

Supported by Wrobel

RESOLVED, to approve the Regular City Council Meeting Minutes of December 4, 2023 as presented.

Motion carried unanimously 7-0

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

5. REPORTS FROM DEPARTMENT HEADS:

Michael Cummings, Library Director

- Wished everyone a Happy Holidays.

Glenn Owens, Fire Chief

- Shop with a hero was successful for 2023.
- Two members of the Fire Department joined Arson Investigation Team & Logistic Team.

Joanne Beard, City Treasurer/Administrator

- Thanked Katt Sims for helping with tree lighting donations and Shop with a Hero.
- Thanked Meijer and Businesses who donated for Winterfest.

Resolution 12-18-23-02

Motion by Hammond

Supported by Beller

RESOLVED, to close City Hall on Friday, December 22, 2023, from 11:00AM – 1:00PM for employees to participate in the annual holiday party.

Motion carried unanimously 7-0

Eric Holtz, Interim Director of Public Services/Water

- Will Carleton project ongoing.
- CN Railroad applied for a grant to restore Vreeland Rd and W. Huron River Dr. train tracks.
- Still receiving Dump Truck in spring 2024.
- Yard Waste is finished being picked up until spring of 2024.

Steve McInchak, Police Chief

- Shop with a Hero was a success, had over 20 volunteers.
- Thanked MD 1st Urgent Care & Meijer for their donations and time.
- Telegraph and Vreeland stop lights are moving forward.

Rebecca Brogley, City Clerk

- Shared condolences to friends and family of Ordinance Officer, Chuck Gillenwater who passed December 13, 2023.

Matthew Zick, City Attorney

- Shared condolences for Chuck Gillenwater.
- Congratulated Mayor Hammond on the last council meeting.

6. REPORTS FROM COUNCIL MEMBERS:

Steve Beller

- Shared condolences for Chuck Gillenwater.
- Thanked Mayor Hammond who led the city during unprecedented times.

Ricky Tefend

- Shared condolences for Chuck Gillenwater.
- Wished all a Merry Christmas and Happy New Year.

Kenneth Wrobel

- Shared condolences for Chuck Gillenwater.
- Thanked Mayor Hammond for his time.

James Martin

- Shared condolences for Chuck Gillenwater.

- Thanked and Congratulated Mayor Hammond for his time.

John Bergeron

- Shared condolences for Chuck Gillenwater.
- Wished all a Merry Christmas and Happy New Year.

Larry Dishaw

- Shared condolences for Chuck Gillenwater.
- Wished all a Merry Christmas and a safe and Happy New Year.
- Thanked Mayor Hammond for his time.

7. **MAYOR COMMENTS:**

Mayor Mark Hammond provided updates of the following:

- Shared condolences for Chuck Gillenwater.
- Requested to purchase 5-year-old laptop, as done in past practice.

Resolution 12-18-23-03

Motion by Martin
Supported by Beller

RESOLVED, to allow Mayor Hammond to purchase his city issued laptop in the amount of \$1.00.

Motion carried unanimously 6-0

- Thanked the City, residents, and employees for a wonderful 48 years of service, 44 in the Fire Department and 4 as Mayor.
- Wished all a Merry Christmas and Happy New Year.

8. **AWARDS/PRESENTATIONS**

- 2023 Christmas Passport Program Awards
- Auditor 2022/2023
- Swearing in Mayor Beller – effective January 1, 2024
- Swearing in Councilman Frond – effective January 1, 2024
- Swearing in Councilman Tefend – continuing appointment.
- Swearing in Councilman Wrobel – continuing appointment.

9. **UNFINISHED BUSINESS:**

10. **NEW BUSINESS:**

Item 10-A Request to Approve – Planning Commission Terms of Office

Resolution 12-18-23-04

Motion by Wrobel
Supported by Beller

RESOLVED, to approve the new timelines for Planning Commission members.

Motion carried unanimously 7-0

Item 10-B Request to Approve – Vacation Payout

Resolution 12-18-23-05

Motion by Tefend
Supported by Beller

RESOLVED, to approve the payout of vacation time for the City Clerk, Interim Director of Public Services, Animal Shelter Director, and Police Chief.

Motion carried unanimously 7-0

Item 10-C Resolution to Approve – Precinct Boundary Changes & Re-establishment of Polling Location

Resolution 12-18-23-06

Motion by Bergeron
Supported by Tefend

RESOLVED, to approve the proposed Precinct Boundary Changes and Re-establishment of Polling locations from five (5) precincts to three (3) precincts – all to be located at the Flat Rock Community Center located at 1 Maguire St., Flat Rock, MI 48134.

Motion carried unanimously 7-0

Item 10-D Request to Approve – Early Voting Plan Changes

Resolution 12-18-23-07

Motion by Hammond
Supported by Beller

RESOLVED, to approve the proposed Early Voting Plan Changes for 9 days of early voting to take place at Flat Rock City Hall; 25500 Gibraltar Road, Flat Rock, MI 48134 from 8:00AM to 4:00PM.

Motion carried unanimously 7-0

11. LATE CORRESPONDENCE

Item 11-A Proposal to Update the Parks and Recreation Master Plan

Resolution 12-18-23-08

Motion by Martin
Supported by Dishaw

RESOLVED, to authorize McKenna to begin the process to update the Parks and Recreation Master Plan, for their professional fee not to exceed \$10,000 and setting a Special Meeting for the public hearing to be held on January 30th at 7:30PM.

Motion carried unanimously 7-0

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

Members of the audience addressed council regarding the following:

- Pay for the Mayor, Council Members, and Commissioners.
- Concern regarding voting and precinct changes.

13. **ADJOURNMENT:**

Resolution 12-18-23-09

Motion by Hammond
Supported by Wrobel

RESOLVED, to set the first January meeting for 2024 as January 3rd, rather than January 2nd, due to closure of City Hall.

Motion carried unanimously 7-0

Resolution 12-18-23-10

Motion by Hammond
Supported by Wrobel

RESOLVED, to adjourn the regular City Council meeting of December 18, 2023 at 8:45pm.

Motion carried unanimously 7-0

MARK HAMMOND, MAYOR

REBECCA BROGLEY, CITY CLERK

Approved as presented at the January 3, 2024 Regular City Council Meeting