

November 29, 2022 Approved Minutes

**Official Proceedings
Pontiac City Council
61st Session of the Eleventh Council**

Call to order

A Meeting of the City Council of Pontiac, Michigan was called to order at the City Hall Council Chambers, 47450 Woodward Ave Pontiac, MI 48342 on Tuesday, November 29, 2022 at 6:00 p.m. by Council President Mike McGuinness.

Invocation – Rev. Dustin McClellan, Pontiac Michigan

Pledge of Allegiance to the Flag of the United States

Moment of Silence

Roll Call

Members Present – William Carrington, Mikal Goodman, Kathalee James, Mike McGuinness, Bret Nicholson, William Parker, Jr and Melanie Rutherford

Mayor Greimel was present
A quorum was announced.

Amendments to and Approval of the Agenda

Motion to approve the agenda. Moved by Councilperson Rutherford and second by Councilperson Nicholson. Discussion.

Motion to postpone item # 3 (An Ordinance to amend Ordinance 2360) for one week. Moved by Councilperson Rutherford and second by Councilperson Goodman.

Ayes: Goodman, James, McGuinness, Nicholson, Parker, Rutherford and Carrington

No: None

Motion Carried

Motion to remove item #2 (City of Pontiac Adult-Use Marihuana Business Ordinance) from the agenda. Moved by Councilperson Goodman and second by Councilperson Carrington.

Ayes: James, McGuinness, Nicholson, Parker, Rutherford, Carrington and Goodman

No: None

Motion Carried

Motion to add Special Presentation on Adult-Use Marihuana Business to the agenda. Moved by Councilperson Goodman and second by Councilperson Rutherford.

Ayes: McGuinness, Nicholson, Parker, Rutherford, Goodman and James

No: Carrington

Motion Carried

The vote was taken to approve the agenda as amended

November 29, 2022 Approved Minutes

Ayes: Carrington, Goodman, James, McGuinness, Nicholson, Parker and Rutherford
No: None
Motion Carried

Consent Agenda

22-318 **Resolution to approve the consent agenda for November 29, 2022.** Moved by Councilperson Parker and second by Councilperson Rutherford.

Whereas, the City Council has reviewed the consent agenda for November 29, 2022.
Now, Therefore, Be It Resolved that the City Council approves the consent agenda for November 29, 2022 including the November 22, 2022 City Council Meeting Minutes.

Ayes: Nicholson, Parker, Rutherford, Carrington, Goodman, James and McGuinness
No: None
Resolution Passed

Special Presentation

Introducing the City of Pontiac's New Planning Manager and Economic Development Manager
Presenter: Rachel Loughrin, Community Development Director

Adult-Use Marihuana Business (Agenda Add-on)
Presenter: Clark Hill

Recognition of Elected Officials – None

Agenda Address

1. Dr. Deidre Waterman addressed item #2
2. Iola Miller addressed item #2

Agenda Items

Resolutions

Finance

22-319 **Resolution to authorize the City Clerk to publish the proposed Budget Amendment for Budget Year 2022-2023 to increase the budget appropriation in the following General Fund GL accounts 101-447-749-001 Motor Fuel, Oils & Lubricants; 101-447-806-002 Asset Management, 101-447-806-004 Plan review; 101-458-932-004 Services – Maintenance – vehicles; 101-818-749-001 Motor Fuel, Oils & Lubricants, 101-447-806-000, engineering services, 101-818-914-000, Insurance Property Coverage and increase the budget in the following Special Revenue Fund accounts 202-463-749-001 Motor Fuel, Oils & Lubricants; 202-463-749-002 Tools & Supplies; 202-463-806-002 Asset Management; 202-478-749-001 Motor Fuel, Oils & Lubricants; 203-463-749-001 Motor Fuel, Oils & Lubricants; 203-463-749-002 Tools & Supplies, 203-463-806-002 Asset Management; 203-478-719-000 Workers Compensation Insurance and increase the budget in the following Capital Improvement Fund GL accounts 445-265-974-021 City Hall Lot Repairs; Building Additions & Improvements. Reduce the budget appropriation in General Fund Engineering Department GL accounts 101-447-702-000 salaries & wages, 101-447-702-004 Overtime Wages; 101-447-707-003 Cell Phone Stipend; 101-447-715-000 FICA – City Contribution; 101-447-716-000 Medical Insurance; 101-447-718-500 MERS Employer Contributions; 101-447-719-000 Workers Compensation Insurance; 101-447-719-001 Dental Insurance; and 101-447-721-010 Healthcare Waiver.** Moved by Councilperson Parker and second by Councilperson Nicholson.

November 29, 2022 Approved Minutes

Whereas, City Council appropriated funds for the Department of Public Works to begin on July 1, 2022; and,

Whereas, that appropriation assumed certain variables that did not come into being; and,

Whereas, that appropriation did not include enough allocation for motor fuels and asset management software and services:

Now Therefore, Be It Resolved, that the City Council hereby authorizes the City Clerk to publish in a newspaper the proposed budget amendment for Fiscal Year 2022-23 as requested by the Administration as given below:

Ayes: Parker, Carrington, Goodman, James, McGuinness and Nicholson

No: None

Resolution Passed

Councilwoman Melanie Rutherford was absent during the vote

****Please see Exhibit A Budget Appropriation after the Minutes****

Grants

22-320 **Resolution to approve the subcontract between Oakland University and the City of Pontiac for the purpose of park site planning as a result of a sub recipient award through Pontiac Collective Impact Partnership from the Michigan Health Endowment Fund.** Moved by Councilperson Carrington and second by Councilperson Nicholson.

WHEREAS, the City of Pontiac's Department of Grants and Philanthropy worked with Dr. Jennifer Lucarelli in her capacity with the Pontiac Collective Impact Partnership (PCIP) to submit a grant application to the Michigan Health Endowment Fund (MHEF), and;

WHEREAS, the grant application titled Pontiac STEPS was awarded to PCIP and the portion that was written in collaboration with the City of Pontiac allows for \$150,000 for Pontiac park site planning, and;

WHEREAS, the subgrant award will allow for park site planning for up to five Pontiac parks, and;

WHEREAS, Oakland University is the fiduciary for PCIP and is making the subgrant award to the City of Pontiac, and;

WHEREAS, this grant award has no matching requirement.

NOW THEREFORE, be resolved that the Pontiac City Council hereby authorizes Mayor Tim Greimel to execute the subcontract with Oakland University for the purpose of Pontiac park site planning as a subrecipient of a grant award to PCIP/Oakland University from the Michigan Health Endowment Fund.

Ayes: Rutherford, Carrington, Goodman, James, McGuinness, Nicholson and Parker

No: None

Resolution Passed

22-321 **Resolution to schedule a Public Hearing for Community Development Block Grant Program year 2023.** Moved by Councilperson Parker and second by Councilperson Rutherford.

WHEREAS, the City of Pontiac is a subrecipient of Community Development Block Grant (CDBG) funds for program year 2023; and,

WHEREAS, the City of Pontiac is required to submit an application for the programming of the aforementioned funds to Oakland County by December 23rd, 2022; and,

WHEREAS, the City of Pontiac is required to host a Public Hearing to allow for feedback from Pontiac Residents regarding the programming of 2023 CDBG funds; and,

WHEREAS, the City of Pontiac wishes to schedule the CDBG Program Year 2023 Public Hearing on December 13, 2022.

November 29, 2022 Approved Minutes

NOW THEREFORE, BE IT RESOLVED that the Pontiac City Council authorizes the City of Pontiac Clerk to schedule a Public Hearing for Community Development Block Grant Program Year 2023 on December 13, 2022, and to issue formal Notice of Public Hearing.

Ayes: Carrington, Goodman, James, McGuinness, Nicholson, Parker and Rutherford

No: None

Resolution Passed

Human Resources (HR)

~~22-322~~

Resolution to approve the updated Title VI Non-Discrimination Plan for the City of Pontiac. Moved by Councilperson Carrington and second by Councilperson Rutherford. Discussion.

Motion to postpone item #7 (Resolution to approve the updated Title VI Non-Discrimination Plan for the City of Pontiac) for one week. Moved by Councilperson Rutherford and second by Councilperson Goodman.

Ayes: James, McGuinness, Nicholson, Parker, Rutherford, Carrington and Goodman

No: None

Motion Carried

Public Comment

1. Chuck Johnson
2. Billie Swazer
3. Tameka Ramsey
4. Portia McIntosh Cade
5. Dr. Deirdre Waterman
6. Chuck Johnson

Communications

City Council and Mayor's Office

Mayor, Clerk and Council Closing Comments

Mayor Greimel, Deputy Mayor Stephens, Councilwoman Rutherford, Councilman Nicholson, Councilman Goodman, Councilman Parker, Councilwoman James, Council President Pro-Tem Carrington and Council President Mike McGuinness made closing comments.

Adjournment

Motion to adjourn the meeting. Moved by Councilperson Nicholson and second by Councilperson Parker.

Ayes: McGuinness, Nicholson, Parker, Rutherford, Carrington, Goodman and James

No: None

Motion Carried

Council President Mike McGuinness adjourned the meeting at 8:47 p.m.

Garland S. Doyle
City Clerk

Exhibit A

GL NUMBER	DESCRIPTION	2022-23		Requested		Amended		Details
		Original Bud	Amendment	Budget	Budget			
Fund 101 - General Fund								
Dept 447 - Engineering								
101-447-702.000	Salaries & Wages	677,514.00	(305,000.00)	372,514.00				
101-447-702.004	Overtime Wages	16,380.00	(4,417.50)	11,962.50				
101-447-707.003	CELL PHONE STIPEND	5,400.00	(3,000.00)	2,400.00				
101-447-715.000	F.I.C.A. - City Contribution	55,420.00	(23,332.50)	32,087.50				Reduction in Wages and Fringes anticipated as the staff not hired due to difficult job market. This necessitated increase in Engineering cost
101-447-716.000	MEDICAL INSURANCE	66,204.00	(32,000.00)	34,204.00				
101-447-718.500	MERS EMPLOYER CONTRIBUTIONS	32,025.00	(15,250.00)	16,775.00				
101-447-719.000	Workers Compensation Insurance	19,800.00	(15,000.00)	4,800.00				
101-447-719.001	Dental Insurance	4,950.00	(2,000.00)	2,950.00				
101-447-721.010	Health Care Waiver	30,553.00	(20,000.00)	10,553.00				
101-447-806.000	Engineering Services	80,000.00	420,000.00	500,000.00				
101-447-749.001	Motor Fuel, Oil & Lubricants	4,000.00	6,000.00	10,000.00				Additional funds requested because of the increased activity in DPW
101-447-806.002	ASSET MANAGEMENT	0.00	40,000.00	40,000.00				This is the portion of these services that can be attributed to the general fund. The remaining (\$160,000 will be split between major and local streets. This covers the cost of software and computing services used to manage maintenance of streets, lights, signs, etc., and the cost of contracted services to assist with capturing and inputting the data necessary
101-447-806.004	PLAN REVIEW	0.00	80,000.00	80,000.00				This will appropriate funds from fund balance to initially cover the cost of outsourcing plan review functions. All of those costs will be captured in revenue (we charge for plan review) and returned, but they must be appropriated in order for us to use them.
Dept 458 - PUBLIC WORKS OPERATIONS								
101-458-932.004	Services - Maintenance-Vehicles	81,010.00	19,000.00	100,010.00				As we have added to the fleet, we need to schedule additional funds to be able to maintain vehicles when they need routine repairs. This is allocated to the different eligible locations
Dept 818 - PARKS GROUNDS MAINTENANCE								
101-818-749.001	Motor Fuel, Oil & Lubricants	0.00	10,000.00	10,000.00				No funds were scheduled in the original budget to cover the cost of fuel for parks maintenance.
101-818-914.000	Insurance Property Coverage	971.00	6,600.00	7,571.00				Not enough funds were scheduled in the original budget to cover the cost of Insurance Property Coverage.
		1,074,227.00	161,600.00	1,235,827.00				
BEG. FUND BALANCE (Based on FY 2021-22 Budget)			23,975,349.69					
FY 2022-23 Budgeted Excess of Revenue over Expenditure			6,218,037.00					
Requested Budget Amenment			(161,600.00)					
END FUND BALANCE			30,031,786.69					

		2022-23	Requested	Amended	
GL NUMBER	DESCRIPTION	Original Budget	Amendment	Budget	Details
Fund 202 - MAJOR STREETS					
Dept 463 - Routine Maintenance Roads					
202-463-749.001	Motor Fuel, Oil & Lubricants	0.00	15,000.00	15,000.00	No funds were scheduled in the original budget to cover the cost of fuel for routine maintenance on major streets
202-463-749.002	Tools & Supplies	0.00	10,000.00	10,000.00	As we have added to the fleet, we need to schedule additional funds to be able to maintain vehicles when they need routine repairs. This is allocated to the different eligible locations.
202-463-806.002	Asset Management	0.00	80,000.00	80,000.00	This is the portion of these services that can be attributed to the general fund. The remaining (\$120,000 will be split between general fund and local streets. This covers the cost of software and computing services used to manage maintenance of streets, lights, signs, etc., and the cost of contracted services to assist with capturing and inputting the data necessary.
Dept 478 - Winter Maintenance					
202-478-749.001	Motor Fuel, Oil & Lubricants	0.00	28,500.00	28,500.00	No funds were scheduled in the original budget to cover the cost of fuel for winter maintenance on major streets
		0.00	133,500.00	133,500.00	
BEG. FUND BALANCE (Based on FY 2021-22 Projected)			6,763,555.75		
FY 2022-23 Budgeted Excess of Revenue over Expenditure			(4,489,518.00)		
Requested Budget Amenment			(133,500.00)		
END FUND BALANCE			2,140,537.75		

GL NUMBER	DESCRIPTION	2022-23		Amended Budget	Details
		Original Budget	Requested Amendment		
Fund 203 - Local Streets					
Dept 463 - Routine Maintenance Roads					
203-463-749.001	Motor Fuel, Oil & Lubricants	0.00	15,000.00	15,000.00	No funds were scheduled in the original budget to cover the cost of fuel for routine maintenance on local streets
203-463-749.002	Tools & Supplies	0.00	10,000.00	10,000.00	As we have added to the fleet, we need to schedule additional funds to be able to maintain vehicles when they need routine repairs. This is allocated to the different eligible locations
203-463-806.002	Asset Management	0.00	80,000.00	80,000.00	This is the portion of these services that can be attributed to the general fund. The remaining (\$120,000 will be split between general fund and Major streets. This covers the cost of software and computing services used to manage maintenance of streets, lights, signs, etc., and the cost of contracted services to assist with capturing and inputting the data necessary.
Dept 478 - Winter Maintenance					
203-478-719.000	Workers Compensation Insurance	4,554.00	18,000.00	22,554.00	No funds were scheduled in the original budget to cover the cost of fuel for winter maintenance on local streets.
		4,554.00	123,000.00	127,554.00	
BEG. FUND BALANCE (Based on FY 2021-22 Projected)			1,690,069.94		
FY 2022-23 Budgeted Excess of Revenue over Expenditure			(451,529.00)		
Requested Budget Ameneement			(123,000.00)		
END FUND BALANCE			1,115,540.94		
Fund 445 - Capital Improvements Fund					
Dept 265 - Building Maintenance					
445-265-974.021	City Hall Lot Repairs	0.00	150,000.00	150,000.00	These funds were to have been rolled over from the previous fiscal year
Dept 273 - Cemetery Ottawa Park					
445-273-976.001	Building Additions & Improvem	0.00	115,000.00	115,000.00	These funds were to have been rolled over from the previous fiscal year. This is to make repairs at Ottawa Park Cemetery (minor roof repairs, tree maintenance, and road repairs).
		0.00	265,000.00	265,000.00	
BEG. FUND BALANCE (Based on FY 2021-22 Projected)			3,675,261.78		
FY 2022-23 Budgeted Excess of Revenue over Expenditure			(839,915.00)		
Requested Budget Ameneement			(265,000.00)		
END FUND BALANCE			2,570,346.78		