

Approved 6/18/15

**CITY OF KEEGO HARBOR
STUDY SESSION MEETING**

7:00 p.m. Tuesday, May 19, 2015
2025 Beechmont, Keego Harbor

CALL TO ORDER: Mayor Kalman called the Study Session Meeting to order at 7:15 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Mayor Robert Kalman, Pro Tem John Newberry, Council Members Sid Rubin & Joel Yoder

STAFF PRESENT: Interim City Manager Linda Voll, City Attorney Tom Ryan, Chief Kenneth Hurst and DPW Foreman Doug Waldon

Motion to excuse Council Member Berman from the Study Session meeting by Council Member Yoder, seconded by Mayor Pro Tem Newberry.

Ayes: 4

Absent: 1
(Berman)

Motion Carried

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

Study Session Topics:

1. WRC/Detroit Water & Sewer Rate changes for Fiscal Year 2015/2016 by WRC

Tim Prince, WRC Manager presented the proposed water and sewer rates for the FY 15/16, stated there was a decline in water sales in 2014, which may level off in 2015, and presented the revenue requirement which includes operating expenses, purchased expenses and reserves.

Council Members questioned the Minimum Bill increase.

Tim Prince stated Keego Harbor's water and sewer system is 55 years old, and reserves need to be increased in anticipation of future repairs and replacements.

2. Presentation by Jamie Burton from HRC City Engineers

Jamie Burton described the components that make up the Minimum Bill, one of which is a fixed rate cost and stated he would present this information at the Council Meeting, including reserves and routine and non-routine maintenance. He also stated it may be advantageous to do a comparative study of Keego Harbor's water and sewer rates and fixed charges with surrounding communities and have that information available to the public.

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

3. City Operations

a. Administration

Interim City Manager Voll stated tax season is approaching and treatment cycles for weed control and pond treatment will start June 1st.

b. Code Enforcement

Council Members stated Code Enforcement does not seem to be taking care of all the problems in the City, including Parking Enforcement, how increasing the Code Enforcement officer's hours may alleviate this problem, and questioned the process of notifying the properties where there are concerns. They would also like to have the Code Enforcement officer attend the monthly Council Meeting and give an update.

Interim City Manager Voll stated there is a process the City must go through to enforce compliance; first they receive a letter, then a Municipal Civil Infraction, then a ticket, and the final step, they are taken to court.

Council Members questioned A-frame and temporary sign permits, and non-compliance on the weekends, and parking enforcement.

c. DPW

Council Members questioned getting quotes on out-sourcing the painting of the light poles, life-span of paint, using TIFA funds to redo pole bands, additional summer help, additional hours for current part-time worker, vehicle maintenance logs, and the status on the new seawall and canal aerators.

d. Police Department

Chief Hurst stated in-car cameras have been installed, discussed traffic control during the Memorial Day Parade, stated Vehicle Maintenance Logs are being kept up to date, Officer Barnes has been put in charge of the property room, it has been cleaned up and should pass the Lien Audit and the Identification Program has been implemented and is ongoing.

Council Members discussed the Marine Patrol schedule and budget, coordinating our patrol with the Oakland County Sheriff's Marine Patrol, and checking on contracting with Sylvan Lake.

Chief Hurst stated there is a hiring mode in other cities for full-time officers, which will impact our part-time officers, and suggested the city consider a Police Millage in the near future.

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

Council took a break at 9:50 p.m.
Council reconvened at 9:59 p.m.

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4. 2015 Road Preservation and Maintenance Project

Interim City Manager Voll stated Carr's quote was \$16,000.00 to \$20,000.00 to complete all the roads, including DPW and City Hall areas, and the road budget for FY 2015/2016 is \$90,000.00.

Council Members discussed the streets to be repaved this year, which are Glenbroke, for \$16,925.00, Stout, for \$29,131.00, \$20,000.00 for maintenance and questioned if these amounts would meet the minimum threshold for the discounted rate.

Council Members also discussed the Magnolia on the Lakes project and questioned if any permits have been issued for Phase 3.

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

5. Replacement of Street Signs.

Interim City Manager Voll stated street signs, park signs, no parking and dead-end signs are missing and need replaced prior to replacing the existing signs city-wide and suggested putting together a 4-year city-wide replacement program which could be funded by Metro Act funds.

Council Members suggested adding this item to Thursday's Council Meeting agenda for additional discussion.

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

6. Budget Hearing Dates

Council Members agreed to schedule the Budget Hearing on Monday, June 1, 2015 at 6:00 p.m.

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

7. Signage Directions for Planning Commission

Council Members discussed temporary signage for businesses and enforcing the sign ordinance.

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

8. Vehicle/equipment Loan and banking

Council Members discussed finalizing the vehicle and equipment loan and suggested Interim City Manager contact PNC regarding this information.

PUBLIC COMMENT: No one addressed Council.
Closed to the public.

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REGULAR AGENDA ITEMS

Council Member Yoder questioned specific items on the Monthly Check Register, mentioned the passing of Mary Whitmore and suggested tree donations be taken at City Hall in her honor.

Mayor Pro Tem Newberry stated a Memorial Day Parade Ceremony will be held at The Rock at approximately 9:45 a.m. with an Honor Guard.

PUBLIC COMMENT:

Closed to the public

ADJOURNMENT

Being no further business Mayor Kalman adjourned the meeting at 11:04 p.m.



Robert Kalman
City of Keego Harbor its Mayor



Linda Voll
City of Keego Harbor its City Clerk