

CITY OF BELLEVILLE
REGULAR CITY COUNCIL MEETING
AGENDA
Tuesday, January 2, 2024 - 7:30 pm

The City of Belleville City Council has elected to utilize a hybrid of in-person and virtual access through "Zoom" to the regularly scheduled City Council Meeting. This model is intended to facilitate all persons who wish to participate in the City Council Meeting. For those who wish to participate via Zoom, the information is listed below.

Join Zoom Meeting

<https://us02web.zoom.us/j/83932114316?pwd=MWlGVTVnM09pemlXUmdKWS9xSVNZdz09>

Meeting ID: 839 3211 4316

Passcode: 880163

One tap mobile

+16468769923,,83932114316#,,,*880163# US (New York)

+16469313860,,83932114316#,,,*880163# US

Dial by your location

- +1 646 876 9923 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 386 347 5053 US
- +1 408 638 0968 US (San Jose)
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US

Meeting ID: 839 3211 4316

Passcode: 880163

Find your local number: <https://us02web.zoom.us/j/kcWA3t65Kp>

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

3. PRESENTATIONS & CITIZENS COMMENTS

A. Presentations

- None

B. Council Follow Up List

C. Citizen Comments on Non-Agenda Items

4. APPROVAL OF AGENDA

5. APPROVAL OF MINUTES

A. December 18, 2023 Regular Meeting of the City Council

6. PUBLIC HEARING

A. None

7. INTRODUCTION OF ORDINANCES

A. None

8. GENERAL BUSINESS DISCUSSION

A. Goal Setting for 2024

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

10. CITY MANAGER COMMENTS

11. CITY COUNCIL MEMBER COMMENTS

12. MAYOR'S COMMENTS

13. CITIZENS COMMENTS

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

CITY OF BELLEVILLE
REGULAR CITY COUNCIL MEETING MINUTES
Monday, December 18, 2023 - 7:30 pm

The regular meeting of the City Council was held via a hybrid of in-person and virtual access through ZOOM.

The regular meeting of the Belleville City Council was called to order by Mayor Voigt at 7:30 p.m.

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Council Member Beebe	Absent
Council Member Kissel	Present
Council Member Priest	Present
Mayor Pro-Tem Bates	Present
Mayor Voigt	Present

3. PRESENTATIONS & CITIZENS COMMENTS

A. Presentations

- Proclamation – Belleville High School Football Team
 - i. Calvin Norman, Head Coach of the Belleville High School Football Team was present to accept the Proclamation as presented by Mayor Voigt.
- Holiday Light Contest Winners
 - i. Certificates were presented to the following winning addresses:
 - 235 Aberdeen Ct – present to accept
 - 336 Victorian Ln – present to accept
 - 461 Waterbury Ct – present to accept
 - Garden Fantasy on Main – present to accept
 - 86 Bedell – not present to accept
 - 184 S. Biggs St. – not present to accept
 - 85 Carmell – not present to accept
 - 250 Harbour Pointe Dr. – not present to accept
 - 392 Light Tower Ct. – not present to accept
- IT RFP Bidder Presentations
 - i. PowerPoint presentations outlining services to be offered were given by the following IT companies:
 - VC3
 - R Associates Inc. (RAI)
 - Vector Tech
 - ii. The Council Members elected to make a decision on which company to choose at the January 2nd regularly scheduled City Council meeting.

B. Council Follow Up List

- No comments.

C. Citizen Comments on Non-Agenda Items

- No comments.

4. APPROVAL OF AGENDA

MOTION: Motion by Bates, supported by Priest to approve the agenda as presented.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

5. APPROVAL OF MINUTES

A. December 4, 2023, Regular Meeting of the City Council

MOTION: Motion by Priest, supported by Bates approving the minutes of the Regular City Council Meeting, held on December 4, 2023.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

6. PUBLIC HEARINGS

A. None.

7. INTRODUCTION OF ORDINANCES

A. None.

8. GENERAL BUSINESS DISCUSSION

A. Special Event Application – Tootsie Roll Sale

MOTION: Motion by Kissel, supported by Bates to approve the Special Event Application for the Tootsie Roll Sale, as presented.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

B. Resolution # 23-040 – Appointments to Boards and Commissions

MOTION: Motion by Bates, supported by Kissel approving **Resolution # 23-040** to appoint Chris Donley to the DDA, and Jim Courage to the Planning Commission, and to re-appoint Mike Hawkins to the Planning Commission and Zoning Board of Appeals, and Randy Priest to the Board of Review.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

C. Sealed Bid Opening – Roof Repairs

- City Manager Smith stated that there were no bids submitted to the city, noting that Barnett's Roofing had submitted a quote, which was subsequently presented to the Council.

MOTION: Motion by Bates, supported by Priest to approve the cost of roof repairs, as quoted by Barnett Roofing, in the amount of \$51,751.00.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

D. Information on Road Grant

- An update was provided to Council regarding a Category B Road Grant for road repairs:
 - i. The completed grant application was sent to MDOT, and the city is currently awaiting MDOT's approval to open the bidding period.
 - ii. Bidding will be open to everyone, and the grant will be based on the lowest bid received.

E. OSHA Update

- City Manager Smith updated the Council on a response received from MI-OSHA, which stated that they feel that the safety and health of the city's employees are no longer in jeopardy, pending completed repair of the roof at City Hall.

F. Cameras for Ballot Box

MOTION: Motion by Kissel, supported by Priest to approve the purchase of a camera for observation of the city's ballot box, as required by the State, in addition to an optional second camera for observation of the city's server and election storage room.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

G. Police Department Crime Stats – November 2023

- Police Chief Faull presented stats for the Police Department from November, noting that the number of calls have increased.
- Faull also updated the Council on the status of the department's prep radios.

H. Fire Department Stats – November 2023

- Firefighter Kissel presented stats for the Fire Department from November, stating that the department is currently at a record number of calls for the year.

I. WCA Contract Renewal

MOTION: Motion by Kissel, supported by Bates to approve the renewal of the city's contract with WCA for assessing services.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

MOTION: Motion by Bates, supported by Kissel to approve Accounts Payable and Departmental Expenditures in excess of \$500, as presented.

ROLL CALL VOTE:	Council Member Kissel	Aye
	Council Member Priest	Aye
	Mayor Pro-Tem Bates	Aye
	Mayor Voigt	Aye

Motion Carried.

10. CITY MANAGER COMMENTS

- Stated that a quote for additional camera surveillance at City Hall will likely be available for presentation at the January 2nd regularly scheduled Council meeting.
- Stated that the city's new dump truck has arrived, and a decision now needs to be made on what to do with the former dump truck.
- Stated that FEMA has approved the final payment on the city's new fire truck.
- Noted that city administration is currently working on a refresh of the city's Parks Plan, which will provide eligibility for more grants.
- Reminded everyone that the city is still seeking residents willing to serve on a Charter Revision Committee.
- Announced that the Clerk's office was successful in consolidating the city's two election precincts into one, which will provide many benefits to the city.
- Noted that a new firewall has been ordered, and the city is currently working on migrating to Office 365 and Azure AD.
- Stated that the Planning Commission is currently working on drafting an ordinance for seasonal boat storage within the city.

11. CITY COUNCIL MEMBER COMMENTS

- Council Member Kissel
 - Stated that the Fire Auxiliary and Fire Department were able to provide presents to 11 children, from 2 families, this holiday season.
 - Welcomed Jim Courage to the Planning Commission.
 - Thanked City Manager Smith for continuing to answer questions and provide updates to the Council on a regular basis.
 - Wished everyone a happy holiday.
- Council Member Priest
 - Wished everyone a safe and happy holiday and new year.
- Mayor Pro-Tem Bates
 - Thanked the IT companies who presented to the Council.
 - Wished everyone a Merry Christmas and happy holiday.

12. MAYOR'S COMMENTS

- Thanked the Rotary Club for their decoration, and previous repair, of the gazebo in Victory Park.
- Noted that the renovation of the pump house at 1st St. and N. Liberty is moving along, adding that the Garden Club is working on a plan for landscaping at the site.
- Asked that designation of the pump house as a park be added to an upcoming meeting agenda.
- Stated that he is excited about revamping the Parks Plan, noting that the city would be able to get in on the upcoming year's grant cycle.
- Wished everyone a Merry Christmas, happy New Year, and happy holiday.

13. CITIZENS COMMENTS

- None.

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- Decision on I.T. service provider for the city.

15. ADJOURNMENT

MOTION: Motion by Bates, supported by Kissel to adjourn at 9:03 PM.

No objections were noted.

Motion Carried.

Submitted by Briana Hootman, City Clerk/Treasurer

Approved:

Posted:

Published:

**CITY OF BELLEVILLE
RESOLUTION NO. 24-001**

RESOLUTION TO APPROVE DEPARTMENTAL EXPENDITURES

WHEREAS, per City Charter, Chapter XV, Section 15.8, purchases in excess of five hundred dollars must be approved by Council, and

WHEREAS, City Council approves accounts payable.

NOW THEREFORE, BE IT RESOLVED that the Council of Belleville hereby approves accounts payable in the amount of \$61,555.97 and the following departmental purchases in excess of \$500:

Vendor	Department	Amount	Description
Washtenaw Area Mutual Aid Association	Fire	\$1,500.00	Membership Dues

MOTION:	SECOND:

AYES:	NAYS:	ABSENT:	VOTE:

Briana Hootman
Clerk/Treasurer

Kenneth Voigt
Mayor

Agenda Date: January 2, 2024

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: WASHTENAW AREA MUTUAL Amount: 1,500.00
AID ASSOCIATION
Purpose: MEMBERSHIP DUES

PART 1

- | | |
|-------------------------------------|---|
| ☐ | This request is for Council approval prior to purchase: |
| ☐ | This purchase was previously approved by Council: |
| ☐ | This purchase is part of a bid approved by Council: |
| ☒ | This purchase was budgeted: |
| ☐ | This purchase was for an emergency: |

PART 2

- | | |
|--------------------------|---|
| ☐ | This purchase was based on competitive price quotes: |
| ☐ | This purchase is not based on competitive quotes because: |

Washtenaw Area Mutual Aid Association

5967 Bedford Pl
Ann Arbor, MI 48105
+1 2485063401
WAMAAinfo@gmail.com

INVOICE

BILL TO
Belleville Fire Dept
6 Main St.
Belleville, MI 48111

INVOICE 1321
DATE 11/15/2023
TERMS Net 30
DUE DATE 12/15/2023

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Membership Dues	Annual membership dues - effective January 1st thru December 31 for the upcoming year.	1	1,500.00	1,500.00

Please remit to the address at the top of this invoice.

BALANCE DUE

\$1,500.00

101-336-960.003

ACCOUNTS PAYABLE EXPENDITURES
COUNCIL MEETING ON
JAN 2 2024

DATE	AMOUNT	DESCRIPTION	G. TOTAL
1/2/2024	\$26,241.51	EFT	\$26,241.51
1/2/2024	\$35,314.46	CHECKS	\$35,314.46
GRAND TOTAL			\$ 61,555.97

User: TAKISHA

DB: Belleville

CHECK REGISTER FOR CITY OF BELLEVILLE

CHECK NUMBERS 388 - 391

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount	Status
Bank CHA2 CHASE NEW ACCOUNT								
12/21/2023	CHA2	388 (E)	1231	BLUE CARE NETWORK	BLUE CARE NETWORK	EMPLOYEE INSURANCE 1/1/2024 - 1/	22,965.01	Open
12/21/2023	CHA2	389 (E)	2545	COMCAST	COMCAST	SENIOR TRANSPORTATION - PHONE LI	105.22	Open
12/21/2023	CHA2	390 (E)	0496	PRINCIPAL LIFE	PRINCIPAL LIFE	LIFE INSURANCE - JAN 2024	1,291.88	Open
12/21/2023	CHA2	391 (E)	3102	WEX BANK	WEX BANK	FUEL BILL - NOV 7 TO DEC 6, 2022	1,879.40	Open
CHA2 TOTALS:								
Total of 4 Checks:							26,241.51	
Less 0 Void Checks:							0.00	
Total of 4 Disbursements:							26,241.51	