

City of Potterville Council Minutes

Thursday, March 15, 2018 – 7:00 p.m. – Potterville City Hall, 319 N. Nelson Street

Meeting was called to order by Mayor K. Schmidt at 7:03 p.m.

Pledge of Allegiance was recited by all.

Roll Call: Present: D. Harton, R. Lewis, B. Kring, K. Schmidt, J. Lenneman, J. Bussard, D. Twichell

Approval of Agenda: Motion by J. Bussard to approve the agenda, supported by D. Twichell. Motion carried. (7-0)

Closed session-EMS opinion & Employee Contract: Motion by D. Twichell to adjourn to closed session to discuss written confidential legal opinions with the City Attorney, this motion does not include the manager but does include the City Clerk which will take minutes. Debate between City Attorney and council members on if the City Manager should be involved in the EMS portion; attorney recommended combining the closed sessions without the Manager, and if needed then to include the City Manager, seconded by B. Kring. Motion carried. Roll call. (7-0)

Council Members went into closed session at 7:08 p.m.

Motion by J. Bussard to adjourn from closed session and resume open session, supported by J. Lenneman. Motion carried. Roll call. (7-0). Meeting resumed at 8:12 p.m.

Motion by B. Kring to direct the City Attorney and his office to conduct an investigation into complaints made by City employees, seconded by D. Twichell. Motion carried. Roll call. (7-0)

Approval of Minutes

Motion by D. Twichell to amend the minutes. Motion by J. Bussard to approve the City of Potterville minutes as amended, supported by B. Kring. Motion carried. (7-0)

Motion by J. Bussard to approve the workshop minutes as presented, supported by D. Twichell. Motion carried. (7-0)

Motion by D. Twichell to approve the closed session minutes, supported by J. Bussard. Motion carried. (7-0)

Approval of Bills

Motion by J. Lenneman to pay the bills as presented, supported by R. Lewis. Motion carried. Roll call. (7-0)

Bank Reconciliations

Motion by to approve the bank reconciliation as presented for Streets- January, Tax- January, Payroll- January, Common-December, supported by J. Lenneman. Motion carried. Roll Call. (7-0)

City Manager's Report: City Manager, Wanda Darrow gave verbal report, asked if council has any questions. W. Darrow reviewed the DEQ meeting, Capital Improvement Plan, updated council on William & Works projects. Also, mentioned was the tap program for pathway and trails, ACT 51 and the Board of review meeting.

Public Comment on agenda items: None

Commission/Committee Reports: Department reports in your packet

Department Reports: Administration- Department reports in your packet

Unfinished Business:

Gospel Fest: Clarissa Newton gave brief update on the events in the festival; C. Newton announced Family Movie Night fundraiser coming up over the weekend. W. Darrow asked about a horse and buggy that could be rented for the 150-year celebration. Gospel Fest is June 8 & 9.

Social Media Standards/Employee Handbook: Member J. Bussard reviewed a disciplinary policy that was presented and discussed at the finance meeting.

Council Goals and Objectives: Motion by J. Bussard to table to next meeting, supported by R. Lewis. Motion carried. (7-0)

New Business: None

Public Comment on non-agenda items: Braint Titus, Vermontville Hwy: expressed concern to council about getting rid of the City manager as she has done a lot for the City and not being in the budget; council should give the City Manager a vote of confidence.

Communication from the Mayor and Council: Members commented that the employees are doing a great job on working on social media presence. Council and Administration briefly discussed the open crossing guard position; City Manager invited members to The Blarney Stone race this weekend.

Next Meeting: Thursday, April 19, 2018 at 7:00 p.m.

Excuse absent member(s): None

Motion to Adjourn: Motion by B. Kring to adjourn meeting, supported by J. Lenneman. Motion carried. (7-0)

Meeting adjourned at 8:38 p.m.

Respectfully submitted,

Tessa Wightman