

OFFICIAL COUNCIL PROCEEDINGS
MARCH 18, 2024

A regular meeting of the City Council of the City of Harbor Beach was held on Monday, March 18, 2024 at City Hall. The meeting was called to order at 7:00 p.m. by Mayor Guitar.

Present: Capling, Wood, Woodke, Woodward and Mayor Guitar

Absent: None

It was moved by Woodke, seconded by Woodward to approve the agenda with the addition of Holy Name of Mary Parish Church Picnic, Resolution # 2024-11 “2024-2025 Budget Adoption”, and Discuss Chip Seal Bids. Motion carried. 5 yeas.

It was moved by Capling, seconded by Woodke to approve the minutes of the March 4, 2024 Council meeting, March 13, 2024 Committee meeting, and the March 13, 2024 Special Council Meeting as presented. Motion carried. 5 yeas.

APPROVAL OF BILLS: It was moved by Woodward, seconded by Capling to approve payment of the March 2024 bills in the amount of \$142,742.93. Motion carried. 5 yeas.

It was moved by Woodke, seconded by Capling to approve payment of the Retention Basin bond payment in the amount of \$244,746.04. Motion carried. 5 yeas.

It was moved by Woodward, seconded by Woodke to approve payment of the Simen, Figura, and Parker, P.L.C bill in the amount of \$352.50. Motion carried. 5 yeas.

It was moved by Capling, seconded by Woodward to approve payment of the Farmer’s Cooperative bill in the amount of \$7,200.90. Motion carried. 5 yeas.

PUBLIC COMMENT: Dave Burkhard voiced his concern regarding the cable service at North Park Campground.

It was moved by Capling, seconded by Woodke to open the public hearing at 7:08 p.m. on the 2024-2025 Budget and Truth in Taxation. Motion carried. 5 yeas. Mayor Guitar asked if anyone had any questions. There were no questions. It was moved by Capling, seconded by Woodward to close the 2024-2025 Budget and Truth in Taxation Public Hearing at 7:10 p.m. Motion carried. 5 yeas.

It was moved by Capling, seconded by Woodward to open the public hearing at 7:11 p.m. for public comments for Amendments to the City of Harbor Beach Parks and Recreation Five Year Plan 2022-2026. Motion carried. 5 yeas. Mayor Guitar explained the DNR’s requirements to have any grant application project part of the Five-Year Recreation Plan. Mayor Guitar discussed the need to dredge and upgrade the Marina fuel monitoring system. This was not included in the original Recreation plan. Mayor Guitar then asked for public comment. There was none. It was moved by Woodke, seconded by Capling to close the public hearing at 7:12 p.m. Motion carried. 5 yeas.

It was moved by Capling, seconded by Woodke to open the public hearing at 7:13 p.m. for the Michigan Department of Natural Resources Waterway Grant for Dredging the Marina. Motion carried. 5 yeas. Mayor Guitar discussed applying for a \$225,000 grant to dredge the marina. The estimated project cost is \$450,000.00, the 50% required City match will come from Equipment rental and Force account labor. Mayor Guitar asked if anyone had any questions. There were none. It was moved by Capling, seconded by Woodke to close the public hearing at 7:14 p.m. Motion carried. 5 yeas.

It was moved by Capling, seconded by Woodward to open the public hearing at 7:14 p.m. for the Michigan Department of Natural Resources Waterways Grant for upgrading the Marina fuel monitoring system. Motion carried. 5 yeas. Mayor Guitar discussed the project to replace the fuel tank monitoring system, and the addition of a fuel dispenser tabulator. The grant request is 50% of \$40,000.00. Mayor Guitar asked if there were any questions. There were none. It was moved by Woodward, seconded by Woodke to close the public hearing at 7:15 p.m. Motion carried. 5 yeas.

It was moved by Capling, seconded by Woodward to open the public hearing at 7:16 p.m. for public comments on Phase I of the North Park Waterfront Campground. Motion carried. 5 years. This campground would be located on the Brownfield site, at the North end of the City, by the Marina. The City will be applying for a \$400,000.00 grant from the Michigan Department of Natural Resource Trust Fund for this project. Mayor Guitar discussed that this project would consist of installing water and sewer mains to the Campground site. It would also include the installation of electrical service, and the construction of a road off of Old Shore Road. The Estimated total of this phase of the project is \$980,000.00. Mayor Guitar asked if anyone had questions. There were none. It was moved by Capling, seconded by Woodke to close the public hearing at 7:17 p.m. Motion carried. 5 years.

It was moved by Woodke, seconded by Capling to open the public hearing at 7:18 p.m. for Phase II of the North Park Waterfront Campground, Michigan Department of Natural Resource Land and Water Conservation Fund Grant Application. Motion carried. 5 years. Mayor Guitar discussed applying for a \$500,000.00 grant for the complete buildout of 43 campsites on the east half of the North Park Waterfront Campground. This will consist of the installation of metered utilities, road work, site work, and landscaping 43 sites. The estimated total of this phase of the project is \$1,080,000.00. There were no questions. It was moved by Capling, seconded by Woodward to close the public hearing at 7:19 p.m. Motion carried. 5 years.

It was moved by Capling, seconded by Woodke to open the public hearing at 7:19 p.m. to discuss the Michigan Department of Natural Resource Passport Grant for Phase Five of the Harbor View Trail. Motion carried. 5 years. Mayor Guitar discussed the city applying for grant funding in the amount of \$130,000 for the construction of a bike/pedestrian path along the waterfront starting at the marina, running north to lookout point, and then heading west to Old Shore Road. The project will include approximately 2000 feet of 12' wide asphalt surface. The path will be lit with LED lights to match lights that are currently on the existing path. The project scope will also include the cleanup of approximately 1300 feet of waterfront and shoreline stabilization of the same 1300 feet of waterfront adjacent to the trail. Total estimated cost of the project is \$260,000. Mayor Guitar asked if anyone had questions. There were none. It was moved by Woodward, seconded by Woodke to close the public hearing at 7:21 p.m. Motion carried. 5 years.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Bids were opened and discussed for 2024 curb and asphalt projects. DPW Superintendent will make recommendations at the next council meeting as requested by Mayor Guitar.

It was moved by Wood, seconded by Woodward to waive the North Park Pavilion Rental Fee on Sunday, September 15, 2024, for the Holy Name of Mary Parish's annual Picnic. Motion carried. 5 years.

Resolution # 2024-11, "2024-2025 Budget Adoption" was presented to Council. It was moved by Capling, seconded by Woodward to adopt Resolution # 2024-11 as presented. The Resolution reads as follows:
WHEREAS, The City Manager and Treasurer has submitted the Fiscal Year 2024/25 budget to the City of Harbor Beach Council on March 18, 2024.

WHEREAS, the City of Harbor Beach Council held a public hearing March 18, 2024 and has held a Truth and Taxation Hearing on March 18, 2024.

NOW THEREFORE BE IT RESOLVED, that the proposed levels of appropriations, estimates, revenues and uses of fund balance shall be approved for FY 2024/25 Budget.

BE IT FURTHER RESOLVED, that the following fund summary of the FY 2024/25 Budget be approved.

GENERAL FUND

ESTIMATED REVENUE (BY SOURCE)	REVENUE	EXPENSES
Property Taxes	814,000	
State Revenue Sharing, including EVIP	202,000	
Charge for Fees and Services	176,500	
Trash Collection	110,000	
Interest	42,000	
Local Comm. Stabilization Share Appropriation	700,000	
Miscellaneous Income	22,500	
Grant Income	180,000	
Fund Transfer In	347,000	
Marina (including cottages)	258,800	
Marina Grant Revenue	0	
Marina Fund Transfer In-From General Fund	0	
Parks and Recreation	6,700	
North Park	381,000	
Total	\$3,240,500	
EXPENDITURES:		
Legislative		21,400
Elections		26,150
Financial and Administration		512,400
Assessor		27,550
Board of Review		2,800
General Administration		244,250
Police		824,600
Code Enforcement and Safety		6,100
Department of Public Works		284,200
Street Lighting		70,000
Sanitation		148,800
Planning and Zoning		16,000
Community Promotion		35,800
Marina		257,550
Marina Facility Grant Project		0
Parks and Recreation		288,000
North Park		226,900
Waterfront Enhancement Project		248,000
Total		\$3,240,500
MAJOR STREETS		

ESTIMATED REVENUE (BY SOURCE)	REVENUE	EXPENSES
Act 51	175,000	
County Road Millage	0	
Interest	10,000	
Metro Authority	4,000	
State Trunkline Maintenance	50,000	
Grant Revenue	0	
Transfer In from Fund Balance	429,800	
Total	\$668,800	

EXPENDITURES		
Construction		500,000
Routine Maintenance		61,500
Traffic Services		500
Winter Maintenance		44,000
Administration		5,800
Trunkline Maintenance		31,000
Sidewalk		26,000
Total		\$668,800

LOCAL STREETS		
ESTIMATED REVENUE (BY SOURCE)	REVENUE	EXPENSES
Act 51	60,000	
Interest	8,000	
Metro Authority	3,800	
County Road Millage	45,000	
Fund Balance	198,500	
Total	\$315,300	

EXPENDITURES		
Construction		200,000
Routine Maintenance		62,000
Traffic Services		100
Winter Maintenance		28,000
Administration		4,800
Sidewalk		20,400
Total		\$315,300
SEWER		

ESTIMATED REVENUE (BY SOURCE)	REVENUE	EXPENSES
Sale of Service	1,195,000	
SAW Grant Revenue	0	
Interest	42,000	
Sewer Permits	300	
Fund Balance	29,100	
Total	\$1,266,400	

EXPENDITURES		
Operation Expenses		964,400
Administration Costs		55,000
Bond Payments		0
Equipment Replacement - Lift Station Controls/pump		150,000
SAW Grant Expenses		0
Funded Depreciation		0
Total		\$1,169,400

WATER ESTIMATED REVENUE (BY SOURCE)	REVENUE	EXPENSES
Contribution from Industry	58,800	
Sale of Service	1,461,300	
Interest	39,000	
Tower Rent	6,000	
Grant Total	138,000	
	\$1,703,100	

EXPENDITURES		
Operation Expenses		1,070,650
Administration Costs		52,000
Equipment Replacement - High Service Pump		0
Capital Outlay - Water Filtration Project		0
Bond Payments		330,000
Funded Depreciation		0
Total		\$1,452,650

EQUIPMENT ESTIMATED REVENUE (BY SOURCE)	REVENUE	EXPENSES
Interest	20,000	
Sale of Fixed Assets	4,000	
Equipment Rental	192,650	
Fund Balance	0	
Total	\$216,650	

EXPENDITURES		
Operation Expenses		150,700
Capital Outlay - Sweeper		65,000
Funded Depreciation		0
Total		\$215,700

SICK LEAVE

ESTIMATED REVENUE (BY SOURCE)	REVENUE	EXPENSES
Interest	0	
Contribution from General Fund (Union)	5,000	
Appropriation Transfer In from Gen Fund	0	
Total	\$5,000	
EXPENDITURES		
Appropriation Transfer Out to Fund Balance		\$4,000
Sick Leave Payments		\$1,000
Total		\$5,000

BE IT FURTHER RESOLVED, that the Mayor/City Treasurer may make transfers in the amount of \$2,500 between departments / activities without the approval of the City Council.

Constituting in its entirety, the total of \$7,415,750 plus unfunded depreciation, the budget is hereby adopted without change in the provisions heretofore adopted, including but not limited to the millage rates, except as set forth.

IT IS FURTHER RESOLVED THAT:

The tax rate (millage) is hereby established as follows

- A. 16.5500 mills for operating expenditures Fund 101
- B. 0.000 mills for 2000 Bond Debt Retirement

IT IS FURTHER RESOLVED THAT:

1. Any grants will automatically authorize the Mayor/City Treasurer to amend the Budget to reflect the changes in revenues and appropriations.
2. Where encumbrances are outstanding at year end, they will be reported as Reservations of fund balance to be used for the subsequent year's expenditures. Motion carried. 5 yeas.

DPW Superintendent Jurgess discussed Chip seal bids.

COUNCIL REPORTS: None.

There being no further business. It was moved by Capling, seconded by Woodke to adjourn the meeting at 7:36 p.m.

Kevin Guitar, Mayor

Jennifer Lackowski, Clerk