

CITY OF AUBURN

113 E. Elm, Auburn MI 48611

Regular City Commission Minutes

November 18, 2019

CALL TO ORDER:

Auburn City Commission met at the City Hall Building, 113 E. Elm Street, Auburn. Mayor Kilbourn called the regular meeting to order at 7:00 P.M.

ROLL CALL:

COMMISSIONERS PRESENT: K. Charbonneau, G. Warner, J. Dzurka, R. Williams, J. Rahl, R. Gwizdala, L. Kilbourn

COMMISSIONERS ABSENT:

OTHERS PRESENT: David Haag, Steve VanTol, Bryna Mieske, Ashlie House, Vaughn Begick, Neil Hammerbacher, Judy Volk, Ron Janowicz, Mike Parent, Mark Treiber, Elizabeth Wise

MAYOR KILBOURN LED THE PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Mayor Kilbourn added Item E- Elm Street House, Item F- Capital Improvement Plan, and Item G- Contract with the Bay County Sheriffs Department to the November 18, 2019 agenda.

J. Rahl/ J. Dzurka moved to approve the amended agenda for November 18, 2019. Yeas 7, Nays 0. Motion Carried.

APPROVAL OF MINUTES FOR OCTOBER 21, 2019.

J. Dzurka/ J. Rahl moved to approve the October 21, 2019 Minutes. Yeas 7, Nays 0. Motion Carried.

CONSENT AGENDA

October UCR Report, DDA October Minutes, 5k Ugly Sweater/ Santa Parade

R. Williams/ R. Gwizdala moved to approve the consent agenda as submitted. Yeas 7, Nays 0. Motion Carried.

PUBLIC COMMENT

Mayor Kilbourn opened Public Comment at 7:03 p.m.

Mark Treiber member of the Neighbors Against Drug Abuse (NADA) informed the Commission of the current drug epidemic and the importance of the NADA group.

Elizabeth Wise member of the Neighbors Against Drug Abuse informed the Commission of the importance of the NADA group and invited the Commission to the Neighbors Against Drug Abuse next meeting which is held on the last Tuesday of every month at the Auburn Methodist Church at 7:00 P.M.

Bay County Commissioner Vaughn Begick gave an updated to the Commissioners.

Ron Janowicz had some concerns regarding the status of the leaf pickup.

Mike Parent informed the Commission on issues within the City.

Mayor Kilbourn closed Public Comment at 7:27 p.m.

UNFINISHED BUSINESS

NEW BUSINESS

A. AUDIT

Neil Hammerbacher reviewed the Annual Financial Report year end June 30, 2019 with the City Commission.

R. Williams/ J. Rahl moved to approve the Annual Financial Report for the year end June 30, 2019. Yeas 7, Nays 0. Motion Carried.

B. POLICIES AND PROCEDURES

R. Williams/ J. Dzurka moved to approve the Cash Handling Policy and the Travel and Expense Policy. Roll Call Vote, Yeas, J. Dzurka, K. Charbonneau, J. Rahl, R. Williams, G. Warner, R. Gwizdala, L. Kilbourn. Nays: None. Motion Carried.

C. CITY ADMINISTRATOR EVALUATION

Mayor Kilbourn would like to see an evaluation done on the City Administrator by the Commission, the staff and the Department heads.

D. DPW SUPERVISOR REVIEW

Mayor Kilbourn would like to see a review done on the DPW Supervisor. J. Rahl stated he would like to see the Mayor, the Administrator and a City Commissioner form a panel and make a recommendation to the Commission on the DPW Supervisors position. R. Williams would like to see a 360 evaluation on the DPW Supervisor.

E. ELM STREET HOUSE

105 Elm Street did not sell in the foreclosure auction meaning the city has first right refusal. Mayor Kilbourn would like the Commission to think about the options regarding this property.

F. CAPITAL IMPROVEMENT PLAN

Ashlie House presented the Commission with the Capital Improvement Plan.

G. BAY COUNTY SHERIFFS CONTRACT

K. Charbonneau/ J. Dzurka moved to approve the Bay County Sheriffs Department Contract. Roll Call Vote, Yeas: K. Charbonneau, G. Warner, L. Kilbourn, R. Gwizdala, J. Dzurka, J. Rahl, R. Williams. Nays: None. Motion Carried.

DEPARTMENT REPORTS

A. Administrative Report

K. Charbonneau/ J. Rahl moved to approve the Administrative Report. Yeas 7, Nays 0. Motion Carried.

B. DPW Directors Report

J. Rahl/ J. Dzurka moved to approve the DPW Directors Report. Yeas 7, Nays 0. Motion Carried.

C. DDA Directors Report

J. Rahl/ K. Charbonneau moved to approve the DDA Directors Report. Yeas 7, Nays 0. Motion Carried.

FINANCIALS

K. Charbonneau/ J. Dzurka moved to approve the Financials. Roll Call Vote: Yeas: R. Williams, J. Dzurka, G. Warner, K. Charbonneau, R. Gwizdala, L. Kilbourn, J. Rahl. Nays: none. Motion Carried.

PUBLIC COMMENT

Mayor Kilbourn opened Public Comment at 8:25 P.M.

Mike Parent stated there is work being done at 304 Southlawn.

Mayor Kilbourn closed Public Comment at 8:27 P.M.

MAYOR AND COMMISSIONERS COMMENTS

G. Warner had concerns regarding the leaf pickup and street maintenance.

R. Gwizdala stated he has watched the DPW crew out picking leaves up and it is taking a toll on the crew as well.

J. Rahl stated the Veterans Breakfast went well and he also informed the Commissioners on information regarding dangerous dog breeds.

R. Williams indicated that he felt leaf pickup went well. Great Job to Ashlie and the City staff is doing a wonderful job.

J. Dzurka shared with the Commission the plan for the City Christmas party.

L. Kilbourn wanted to thank Jan for taking over the October meeting. L. Kilbourn discussed minimal rental fees for non- profits. Lastly, 2022 is Auburns 75th anniversary and L. Kilbourn would like everyone to start thinking about something to do.

ADJOURNMENT

Mayor Kilbourn adjourned the meeting at 8:54 P.M.

Recorded by Clerk
Bryna Mieske

Clerk _____