

**FRANKENMUTH CITY COUNCIL  
REGULAR MEETING MINUTES  
Tuesday, January 8, 2019  
7:00 P.M.**

PRESENT: Ackerman, LaBrenz, Meyer, Reindel, Ross, Schmitzer & Schoenow.

ABSENT: None.

The City's fifth Mayor, Mary Anne Ackermann, called the meeting to order at 7:00 P.M. and opened with the pledge of allegiance.

**PUBLIC COMMENTS**

There were no public comments.

**OATHS OF OFFICE**

Clerk Kerns had administered the oath of office for recently elected Mayor Mary Anne Ackerman and Councilmembers Paul LaBrenz, Thomas Meyer, and Chad Ross.

**ELECTION OF MAYOR PRO TEM**

The Mayor requested nominations for Mayor Pro Tem.

Schmitzer nominated Schoenow as Mayor Pro Tem.

There being no other nominations, the Mayor requested a motion to close nominations for Mayor Pro Tem.

Moved by Schmitzer, seconded by Meyer, to close nominations and unanimously elect Schoenow as Mayor Pro Tem of the Frankenmuth City Council. Unanimously carried.

**APPROVAL OF AGENDA**

There being no objection, the Mayor approved the agenda as printed.

**APPROVAL OF MINUTES**

Moved by Schoenow, seconded by Schmitzer, to approve the minutes from the work session and regular meetings held on December 4, 2018. Unanimously carried.

**APPOINTMENTS TO BOARDS, COMMISSIONS & COMMITTEES**

Downtown Development Authority Board

Moved by Schoenow, seconded by Meyer, to appoint Mark Johnston to the Downtown Development Authority Board, term expiring November 9, 2022. Unanimously carried.

It was noted that this appointment is for a vacancy from David Johnston not seeking reappointment. It is also noted that former DDA Board Member Leone Koester would serve in an advisory board member position.

#### Parks & Recreation Commission

Moved by Schmitzer, seconded by Reindel, to appoint Jim Bickel and Aaron Lerash and Tom Bierlein to the Parks & Recreation Commission, terms expiring on December 31, 2021. Unanimously carried.

#### Planning Commission

Moved by Schoenow, seconded by LaBrenz, to appoint Tim Meyer, John Polomsky and Robert Zeilinger to the Planning Commission, terms expiring December 31, 2021. Unanimously carried.

It was noted that Commissioner David Geiger also resigned as planned leaving a two-year vacant position.

#### Sister City Committee

Moved by Reindel, seconded by Ross, to appoint Yvonne Frysh, Lydia Racquepaw and Greg Rummel to the Sister City Committee, terms expiring on December 31, 2021. Unanimously carried.

It was noted that Steve Pickelmann did not seek reappointment due to relocating away from the area.

### **CASS RIVER GREENWAY ANNUAL REPORT**

Cass River Greenway Chair Robert Zeilinger submitted his annual report and member Joe Toth was present to answer any questions.

Moved by Schoenow, seconded by Ross, to accept the annual report of the Cass River Greenway. Unanimously carried.

### **MONTHLY REPORTS**

Police Chief Mawer submitted his monthly department activities report for November. Fire Chief Kerns presented the fire department's December monthly report and Treasurer Deterding reviewed the December financial report. City Clerk Kerns reviewed the construction code activity for the month of December.

Moved by Schoenow, seconded by Ross, to accept the Police, Fire, Treasurer's and Construction Codes monthly reports as submitted. Unanimously carried.

***Consent Agenda***

**RESOLUTION NOS. 2019-01 TO 2019-04 - APPROVE CONSENT AGENDA ITEMS**

Moved by Schoenow, seconded by Schmitzer, to adopt Resolution No. 2019-01 approving the Frankenmuth Jaycees Winterlaufe event on Saturday, February 2, 2019, contingent upon the event being coordinated with applicable City departments; to adopt Resolution No. 2019-02 approving dates for the 2019 Board of Review meeting dates; to adopt Resolution No. 2019-03 approving the 2019 Zehnder's SnowFest Activities from Wednesday, January 23, 2019 through Monday, January 28, 2019; and to adopt Resolution No. 2019-04 adopting an updated depository resolution. Unanimously carried.

***Unfinished Business - None***

***New Business***

**RESOLUTION NO. 2019-05 - RECOGNITION OF POLICE OFFICER RANDAL FLATHAU'S 30 YEARS OF SERVICE**

Moved by Schoenow, seconded by Meyer, to adopt Resolution No. 2019-05 recognizing the 30 years of service of Police Officer Randal Flathau on the occasion of his full-time retirement, effective December 15, 2018. Unanimously carried.

**RESOLUTION NO. 2019-06 - APPROVE AN ECONOMIC DEVELOPMENT AGREEMENT WITH SAGINAW FUTURE, INC.**

Saginaw Future, Inc. President JoAnn Crary reviewed their annual renewal offer for economic development assistance to the City of Frankenmuth and highlighted 2018 activities.

Moved by Schmitzer, seconded by LaBrenz, to adopt Resolution No. 2019-06 approving \$6,125 for the 2019 economic development agreement with Saginaw Future, Inc. Unanimously carried. Reindel abstained.

**RESOLUTION NO. 2019-07 - ADOPT CERTAIN BOARD OF REVIEW GUIDELINES AND PROCEDURES**

City Manager Smith advised that with changes in state law, local boards of review guidelines and procedures are now to be reviewed and adopted by the local governing body whereby before they could be done by the board of review. Deterding reviewed a resolution that contained the specific guidelines and procedures. The Board is a required local board for property owners to appeal their tax assessment.

Moved by LaBrenz, seconded by Meyer, to adopt Resolution No. 2019-07 adopting City of Frankenmuth Board of Review Guidelines and Procedures. Unanimously carried.

**RESOLUTION NO. 2019-08 - APPROVE A CONSTRUCTION CONTRACT FOR CONSTRUCTION OF CRAEMER DRIVE PAVING IMPROVEMENTS**

City Manager Smith advised that the City’s consulting engineers for the project, Rowe Professional Services Company, submitted a bid summary review and recommendation which advised that one bid was received for the repaving of Craemer Drive. A state grant was obtained for this project to use recycled tires mixed into the asphalt material for paving and a prior bid process resulted in bids coming in way over the project estimate. Based upon their latest review, Rowe’s recommendation was that the one bid from Green Tech be approved for it is under the engineer’s estimate.

DPW Superintendent Braeutigam review the project specifics which also contains some concrete curb repair and barrier free sidewalk improvements. The project will be completed by July.

Moved by Ross, seconded by Schoenow, to adopt Resolution No. 2019-08 approving a construction contract with Green Tech of Kawkawlin, MI for the repaving of Craemer Drive for a cost of \$218,078. Unanimously carried.

**REVIEW OF THE PROPOSED 2019-2023 CAPITAL IMPROVEMENT PLAN**

City Manager Smith explained and reviewed the proposed 2019-2023 Capital Improvement Plan as prepared by City staff for an introduction and budget base document.

**RESOLUTION NO. 2019-09 - APPROVE AN ENGINEERING SERVICES CONTRACT FOR LAGER (NICKLESS HUBINGER) MILL FLOOD PROTECTION REDESIGN**

City Manager Smith reviewed a proposal from Matteo Engineering & Consulting, LLC (MEC) for the redesign of the flood protection levee improvements as a result of the current plan under consideration uses the river side wall of the mill as part of the levee system and that action is being reconsidered for many reasons.

Concern exists whereby the building is currently part of the flood protection system (levee) and they should be made independent of each other at the time the improvements are being done being long term plans for the mill are unknown.

Discussion took place that the Frankenmuth Historical Association (FHA) owns the mill building while the City owns the land that it sits on. A lease with the FHA expires in 2020 and the proposed Riverwalk system that is to be installed at the time the levee improvements are done.

The DDA’s commitment for 50% of the cost for engineering on this project was advised.

Moved by Meyer, seconded by LaBrenz, to adopt Resolution No. 2019-09 approving a proposal from Matteo Engineering & Consulting, LLC for an engineering services contract for lager (Nickless Hubinger) mill flood protection redesign and authorizing the City Manager to execute the contract for approximately \$46,600. Unanimously carried.

**RESOLUTION NO. 2019-10 - APPROVE CASS RIVER WATER TRAIL COALITION MEMORANDUM OF UNDERSTANDING AND DESIGNATE REPRESENTATIVE**

The Mayor advised that the Cass River Water Trail Coalition Memorandum of Understanding creates an advisory board to improve and promote public use of the water trail and designate Parks & Recreation Director Daren Kaschinske as the City's member representative thereon.

Cass River Greenway Member Joe Toth advised that members are needed to oversee that the trailway is maintained. He advised that by forming the coalition, eligibility for grants also becomes available.

Moved by Schoenow, seconded by Meyer, to adopt Resolution No. 2019-10 approving the Cass River Water Trail Coalition Memorandum of Understanding and appoint Parks & Recreation Director Daren Kaschinske as the City's member representative. Unanimously carried.

**RESOLUTION NO. 2019-11 - APPROVE AN ENGINEERING SERVICES AGREEMENT FOR A PROPOSED STREET EXTENSION OF KEYSTONE WAY (FUTURE N. HAAS STREET)**

City Manager Smith advised that in order to extend the future N. Haas Street approximately 575 feet south of Keystone Way in the City's Business Park, engineering design will need to be completed so that the project can be let for bidding. The proposed agreement is with Axiom Engineering for \$8,250.

The street allows the City to obtain good bids for construction of the street. Timelines were discussed.

Moved by Ross, seconded by Reindel, to adopt Resolution No. 2019-\_\_ approving an engineering services agreement with Axiom Engineering of Auburn, MI. Unanimously carried.

*Item(s) Removed From the Consent Agenda - None*

**AUTHORIZE INVOICE PAYMENTS**

Moved by Meyer, seconded by LaBrenz, to authorize invoice payment for December 2018 in the amount of \$1,957,111.77. Unanimously carried.

**CORRESPONDENCE**

1. City Manager – Monthly Report.
2. Charlene McGunn – Retail Merchandise in Woody's at River Place Shops.
3. Frankenmuth Downtown Development Authority – 2017-18 Annual Report.

**MINUTES**

1. City-Township Commission – December 18, 2018.
2. Downtown Development Authority Board – December 13, 2018.
3. Economic Development Corporation Board – December 20, 2018.
4. Parks & Recreation Commission – November 28, 2018.

5. Planning Commission – December 17, 2018.
6. Chamber of Commerce Board – November 19, 2018.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:55 P.M.

Phillip Kerns  
City Clerk