

**CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF DECEMBER 19, 2005**

Naeyaert called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Naeyaert led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Bruno, Clark, Coady, Johnson, Mulvany, Naeyaert, Whipple
Also present: Martin Colburn, City Administrator
Kathy Revels, Finance Director/Treasurer
Joe Dean, DPW Director
Deborah Cwiertniewicz, Deputy City Clerk

APPROVAL OF MINUTES - REGULAR COUNCIL MEETING: December 5, 2005

The Minutes of December 5, 2005 were approved as submitted.

APPROVAL OF BILLS

MOTION by Whipple, second by Coady
To approve the payment of bills in the amount of \$249,579.49 as submitted.
MOTION APPROVED UNANIMOUSLY

PEOPLE FROM THE FLOOR

None.

PUBLIC HEARING

Special Assessment roll for the Sidewalk Curb and Gutter and Driveway Improvements

Naeyaert opened and closed the public hearing at 7:35 p.m. as there were no comments.

REGULAR BUSINESS

Special Assessment Resolution No. 3, Project No. 2006-01

Special Assessment Resolution No. 3, Project No. 2006-01 was introduced by Whipple and seconded by Johnson.

**CITY OF MASON
2006 SIDEWALK, CURB AND GUTTER AND DRIVEWAY IMPROVEMENTS SPECIAL
ASSESSMENT RESOLUTION NO. 3
PROJECT NO. 2006-1
December 19, 2005**

WHEREAS, the City Council of the City of Mason, pursuant to the provisions of Section 66 of the City's Code of Ordinances and the relevant provisions of the City Charter, did on Monday, the 7th day of November, 2005, adopt resolutions tentatively approving the installation and construction of certain sidewalk, curb and gutter and driveway improvements (the "Project," described below), and the establishment of a special assessment district therefor for the purpose of defraying all or a portion of the cost of the Project, which Project and special assessment district therefor are more specifically hereinafter described; and

WHEREAS, this City Council did meet in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan, on Monday, the 19th day of December, 2005, at 7:30 o'clock, p.m., the time, date and place set by the City Council to conduct a public hearing to hear any objections to the Project and to the proposed special assessment district therefor; and

WHEREAS, preliminary plans and estimates of cost of said Project are on file with the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby determines to make the following described sidewalk, curb and gutter and driveway improvements:

The installation of new curb and gutter, sidewalks and related improvements, and/or replacement of sidewalk, curb and gutter, the installation of concrete driveways between the sidewalk and curb, seeding, fertilizing, and mulching in the public right-of-way of the following properties and along and adjacent to the following streets: 126-128 Okemos, 525 Randolph, 601 Randolph, 621 Randolph, 703 Randolph, 202 N Mason, 332 Center, 308 Center, 320 Center, 314 Center, 124 N Mason, 339 Center, 321 Center, V/L Center (05-479-004), 125 N East, 809 W Ash, 801 W Ash, 755/757 W Ash, 104 S Lansing, 505 W Sycamore, 208 S Lansing, 216 S Lansing, 500 W Ash, 451 W Maple, 118 S Barnes, 222 E Columbia, 228 E Columbia.

2. The City Council hereby approves the plans and estimate of cost for the Project in the sum of \$30,085, as prepared and presented by the City's Engineers, Wolverine Engineers and Surveyors, Inc., Mason, Michigan, and approves the additional estimated sum of \$4,515 to defray legal, financing and administrative costs. Of the estimated total cost of \$34,600, the City Council determines to assess \$17,242.83 of that amount against benefiting property owners in the City.

3. The City Council determines that the special assessment district for the Project shall consist of the lots and parcels of land in the area of the City described in **Exhibit A**, attached hereto and incorporated herein by reference, and excluding all streets and other land deemed not benefited.

4. The City Council hereby directs the City Assessor to make, and report to the City Council within thirty (30) days from the date of this resolution, a special assessment roll in which shall be described all of the parcels of land to be assessed as set forth with the names of the owners thereof, if known, and the total amount to be assessed against each parcel of land, which amounts shall be such relative proportion of the whole sum to be levied against all parcels of land in the special assessment district as, on a front foot basis, the benefit to such parcel bears to the total benefit of all parcels of land in the special assessment district, all in accordance with Section 66-7 of the City's Code of Ordinances, and subject to review and modification by the City Council.

5. When the City Assessor shall have completed the special assessment roll, he shall affix thereto his certificate, pursuant to Section 66-9 of the City's Code of Ordinances, stating that said roll was made pursuant to a resolution of the City Council, adopted on December 19, 2005, for the purpose of paying that part of the cost which the City Council decided should be paid and borne by special assessment for the Project, that in making such assessment he has, as near as may be, and according to his best judgment, conformed in all things to the directions contained in the resolution of the City Council hereinbefore referred to, and the Charter of the City relating to such assessment, and the City Assessor shall then, within thirty (30) days from the date of this resolution, report the special assessment roll with his certificate attached thereto to the City Council.

6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be, and the same are, hereby rescinded.

Yes (7) Bruno, Clark, Coady, Johnson, Mulvany, Whipple, Naeyaert
No (0)

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held on Monday, December 19, 2005, the original of which is part of the City Council minutes.

Martin Colburn, Clerk
City of Mason
Ingham County, Michigan

RESOLUTION APPROVED UNANIMOUSLY

Special Assessment Resolution No. 4, Project No. 2006-01

Special Assessment Resolution No. 4, Project No. 2006-01 was introduced by Whipple and seconded by Johnson. Discussion ensued regarding the proposed construction to Ash Street from Peachtree Place to Hayes Park. Bruno questioned whether it would be more economical to wait until it is known if a portion of Ash Street would be removed for water pipe repair/replacement due to the Ash Street and Hayes Park wells' radium issues. Dean stated that determination would be reached by the end of next month. Colburn recommended approval of the resolutions and it will be reviewed prior to completion of the final roll.

**CITY OF MASON
2006 SIDEWALK, CURB AND GUTTER AND DRIVEWAY IMPROVEMENTS SPECIAL
ASSESSMENT RESOLUTION NO. 4
PROJECT NO. 2006-1
December 19, 2005**

WHEREAS, by resolution adopted Monday, December 19, 2005, the City Council of the City of Mason determined to install and construct the more particularly hereinafter-described sidewalk, curb and gutter and driveway improvements (the "Project") and assess all or a portion of the cost thereof against the property deemed benefited by the Project, all in accordance with Chapter 66 of the City's Code of Ordinances and the relevant provisions of the City Charter; and

WHEREAS, the City Assessor has prepared and reported to the City Council a special assessment roll assessing all or a portion of the cost of the Project to the property benefited thereby with her certificate attached thereto pursuant to Section 66-9 of the City's Code of Ordinances; and

WHEREAS, the City Council desires to schedule a public hearing to review and hear objections to the special assessment roll.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The special assessment roll shall be filed with the office of the City Clerk and shall be available for public examination during regular business hours on regular business days.
2. The City Council shall meet at 7:30 o'clock in the p.m., on Monday, the 20th day of March, 2006, in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan 48854, for the purpose of reviewing and hearing objections to the special assessment roll.
3. The City Clerk shall cause notice of the hearing and the filing of the special assessment roll to be given to all interested property owners as provided by Section 66 of the City's Code of Ordinances and the relevant provisions of the City Charter. The notice as published and mailed shall be in substantially the following form:

**NOTICE OF HEARING
CITY OF MASON
INGHAM COUNTY, MICHIGAN**

**NOTICE OF PUBLIC HEARING ON THE
SPECIAL ASSESSMENT ROLL FOR THE
2006 SIDEWALK, CURB AND GUTTER, AND DRIVEWAY IMPROVEMENTS SPECIAL
ASSESSMENT DISTRICT 2006-1**

TO THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF MASON, INGHAM COUNTY, MICHIGAN, the owners of the land described below within the 2006 Sidewalk, Curb and Gutter, and Driveway Improvements Special Assessment District 2006-1, and any other interested persons:

PLEASE TAKE NOTICE that the City Assessor has reported to the City Council and filed in the office of the City Clerk for public examination a special assessment roll prepared by him, which roll includes all properties that are within the 2006 Sidewalk, Curb and Gutter, and Driveway Improvements Special Assessment District 2006-1, and are benefited by the proposed street improvement project generally described as follows:

The installation and/or replacement of sidewalks, curb and gutter, and related improvements, the installation of concrete driveways between the sidewalk and curb, seeding, fertilizing, and mulching in the public right-of-way of the following properties and along and adjacent to the following streets: 126-128 Okemos, 525 Randolph, 601 Randolph, 621 Randolph, 703 Randolph, 202 N Mason, 332 Center, 308 Center, 320 Center, 314 Center, 124 N Mason, 339 Center, 321 Center, V/L Center (05-479-004), 125 N East, 809 W Ash, 801 W Ash, 755/757 W Ash, 104 S Lansing, 505 W Sycamore, 208 S Lansing, 216 S Lansing, 500 W Ash, 451 W Maple, 118 S Barnes, 222 E Columbia, 228 E Columbia.

The special assessment roll has been prepared for the purpose of assessing a portion of the costs of the acquisition and construction of the street improvement project and work incidental thereto within the special assessment district, as more particularly shown on the plans of the City's engineers, which are on file and available for public examination with the City Clerk at the City Hall, 201 West Ash Street, Mason, Michigan, within the City. The total estimated assessment thereunder is \$17,242.83.

PLEASE TAKE FURTHER NOTICE that the City Assessor has further reported that the assessment against each parcel of land within the special assessment district is such relative portion of the whole sum levied against all parcels of land in the special assessment district as the benefit to such parcel bears to the total benefit to all parcels of land in the district.

PLEASE TAKE FURTHER NOTICE that the City Council will meet on Monday, the 20th day of March, 2006, at 7:30 o'clock, p.m., in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan 48854, for the purpose of reviewing the proposed special assessment roll and hearing any objections thereto. The special assessment roll may be examined at the office of the City Clerk during regular business hours of regular business days until the time of the hearing and may further be examined at the hearing.

Appearance and protest at the hearing, in person or in writing, are required in order to appeal the action of the City Council in approving the special assessment roll, and/or the amount of an assessment, to the state tax tribunal. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment proceedings or may file his or her appearance and protest by letter and his or her personal appearance will not be required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of a special assessment with the state tax tribunal within 30 days of the date the special assessment roll is confirmed by the City Council.

Further information regarding the 2006 Sidewalk, Curb and Gutter, and Driveway Improvements special assessment project is available at the City Clerk's office, City Hall, 201 West Ash Street, Mason, Michigan 48854.

Dated: December 19, 2005

Martin Colburn, Clerk
City of Mason
Ingham County, Michigan

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be, and the same are, hereby rescinded.

Yes (7) Bruno, Clark, Coady, Johnson, Mulvany, Whipple, Naeyaert

No (0)

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held on Monday, December 19, 2005, the original of which is part of the City Council minutes.

Martin Colburn, Clerk
City of Mason
Ingham County, Michigan

RESOLUTION APPROVED UNANIMOUSLY

Resolution No. 2005-58- City Council Appointments to City Boards and Commissions

Resolution No. 2005-58 was introduced by Whipple and seconded by Johnson.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2005-58
December 19, 2005
CITY COUNCIL APPOINTMENTS TO CITY BOARDS AND COMMISSIONS

BE IT HEREBY RESOLVED, that the City Council of the City of Mason does hereby make the following appointments to the specified boards and commissions of the city and that each term shall commence January 1, 2006 and expire on December 31 of the year noted:

Board of Review	Larry Howe	2008
Building Authority	Ron Rhodes	2008
	Norm Austin	2008
	Melvin Brown	2008
Cemetery Board	Melvin Brown	2008
Local Development Finance Authority	K. P. Pelleran	2009
Utility Rate Study Committee	Ruben Drosha	2008
Zoning Board of Appeals	Dale Harbach	2008
	Jim Maddix (alternate)	2008

Yes (7) Bruno, Clark, Coady, Johnson, Mulvany, Whipple, Naeyaert

No (0)

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Martin A. Colburn, Clerk
City of Mason
Ingham County, Michigan

RESOLUTION APPROVED UNANIMOUSLY

Resolution No. 2005-59- Mayoral Appointments to City Boards and Commissions

Resolution No. 2005-59 was introduced by Whipple and seconded by Johnson.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2004-59
December 19, 2005
MAYORAL APPOINTMENTS TO CITY BOARDS AND COMMISSIONS

BE IT HEREBY RESOLVED, that the Mayor, with confirmation by the City Council, does hereby make the following appointments to the specified boards and commissions of the city and that each term shall commence January 1, 2006 and expire on December 31, 2008:

Building Code Board of Appeals	Gordon Richards	2008
Ethics Board	Patrick Price	2008
	Ralph Taggart	2008
Historic District Commission	Bob Ware	2008
Local Officers Compensation Commission	Janice Caltrider	2008
Planning Commission	Jennifer Armstrong	2008
	Tami Boyic	2008
	Rod Hunt	2008
Traffic Commission	Phil Birdsall	2008
	Larry Briggs	2008
	Arthur Bush	2008

Yes (7) Bruno, Clark, Coady, Johnson, Mulvany, Whipple, Naeyaert

No (0)

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Martin A. Colburn, Clerk
City of Mason
Ingham County, Michigan

RESOLUTION APPROVED UNANIMOUSLY

Resolution No. 2005-60- City Administrator Employment Contract Amendment #4
Resolution No. 2005-60 was introduced by Johnson and seconded by Whipple.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2005-60
December 19, 2005
CITY ADMINISTRATOR EMPLOYMENT CONTRACT AMENDMENT #4

WHEREAS, City Council Resolution 2004-06 provides that the Council shall conduct a formal review of the job performance of the City Administrator on a yearly basis and further provides that upon completion of the performance evaluation process the Mayor and Mayor Pro Tem may submit to the Council proposed revisions to the Employment Contract between the City Administrator and the City Council;

NOW, THEREFORE, BE IT RESOLVED, that Mayor Robin C. Naeyaert and Mayor Pro Tem Leon R. Clark do hereby submit the following proposed revisions to the Employment Contract between Martin A. Colburn and the City Council of the City of Mason;

Section 2. Salary. Increase salary paid by 3.5% to \$78,361 per year.

BE IT FURTHER RESOLVED, that the City Council does hereby authorize the Mayor to execute an amendment to the Employment Contract between Martin A. Colburn and the City Council of the City of Mason incorporating the revisions proposed herein effective January 1, 2006;

Yes (6) Clark, Coady, Johnson, Mulvany, Whipple, Naeyaert
NO (1) Bruno

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, December 19, 2005, the original of which is a part of the meeting minutes.

Martin A. Colburn, Clerk
City of Mason
Ingham County, Michigan

RESOLUTION APPROVED

Resolution No. 2005-61- City Administrator Performance Evaluation for 2005 Calendar Year
Resolution No. 2005-61 was introduced by Johnson and seconded by Whipple.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2005-61

December 19, 2005

CITY ADMINISTRATOR PERFORMANCE EVALUATION FOR 2005 CALENDAR YEAR

WHEREAS, City Council Resolution 2004-06 provides that the Council shall conduct a formal review of the job performance of the City Administrator on a yearly basis; and

WHEREAS, City Council Resolution 2004-06 further provides that the Council shall conduct the formal performance review according to the guidelines described therein, including use of the "City Administrator Performance Evaluation Form" and the "City Administrator Self-Evaluation Form" as defined therein; and

WHEREAS, on December 5, 2005 the City Council met for the purpose of reviewing the "City Administrator Self-Evaluation Form" and the composite "City Administrator Performance Evaluation Form" for the purpose of general discussion regarding the job performance of City Administrator Martin A. Colburn, for the purpose of developing specific performance objectives for the City Administrator for the upcoming twelve months, and for the purpose of discussing revision of the Employment Contract between Administrator Colburn and the City Council; and

WHEREAS, at the request of Administrator Colburn, the review meetings by the City Council were held in executive session pursuant to the provisions of the Open Meetings Act;

NOW, THEREFORE, BE IT RESOLVED, that the City Council remains generally satisfied with Administrator Colburn in his management of, and service to, the City of Mason. Administrator Colburn continues to generally meet the job performance expectations of the Council. The Council feels that Administrator Colburn leads City operations in a manner generally consistent with the collective goals and ideals of the Council, as well as those of the city as a whole; and

BE IT FURTHER RESOLVED, that the following is a summary of the performance of Administrator Colburn arranged according to the major categories listed on the composite "City Administrator Performance Evaluation Form":

Professionalism

Administrator Colburn met Council expectations in the area of Professionalism. He invests sufficient effort toward being diligent and thorough in the discharge of his duties. The Council believes that he anticipates problems and develops effective approaches for solving them, and that Administrator Colburn is willing to try new ideas proposed by Council members or his staff. Mr. Coburn recognizes that he has neglected staying abreast of current developments affecting the management field, and intends to seek such opportunities in 2006.

Relationship with Council

Administrator Colburn generally met expectations with regard to his relationship with the Council. He is responsive to requests for information or assistance by the Council and assists the Council in resolving problems at the Administrative level to avoid unnecessary Council action. He continues to inform the Council of issues that arise, in a timely manner. Increased individual communication and a visioning meeting of the Council are priorities for 2006 that will improve relationships in this area in the future. Conversely, Mr. Colburn urges the Council to attend municipal training to further clarify and define their role.

Policy Execution

Mr. Colburn absolutely met Council expectations with regard to this category. His superior effort of supporting action of the Council following a decision was recognized with praise as was his understanding and enforcement of City ordinances and policies. Increased efforts to increase enforcement of ordinance violations will be ongoing. Additionally, specific research will be done on the possibility of maintenance codes for rental and commercial properties. Objectives are focused primarily on the Phase II storm water regulations, radium issues and steady progress toward completion of the eastside sewer interceptor completion for 2007. Creation of a storm water utilities ordinance, updating the 5-year Recreation Plan and a sign ordinance top the list of objectives in the policy area. Efforts will be made to enhance the City's website capabilities.

Reporting

Administrator Colburn generally met Council expectations with regard to reporting matters of City importance to the Council. It was determined that written and verbal communication is professional and that increased attention to resolution language would prove to further enhance written communication.

Public Relations

Mr. Colburn's efforts in dealing with the public have exceeded Council expectations. The public relations finesse used in dealing with the library issues were worthy of commendation by the Council. Mr. Colburn is perceived by the Council as extremely dedicated to the City of Mason and its residents. His willingness to meet with members of the community as well as efforts to maintain working relationships with surrounding communities was also recognized.

Staffing

Administrator Colburn made significant additions to City staff this year. His efforts in recruiting and securing competent personnel for City positions were praised. The Council suggests that a continued effort to delegate responsibility will benefit the Administrator by reducing his workload and improving the performance and management abilities of his department heads.

Fiscal Management

Administrator Colburn generally met council expectations in the area of Fiscal Management. The city budget is a well planned and organized document that generally conforms to the objectives and policies established by the council. Staff support on the budget is recognized as excellent. The council requests additional detailed information on budget plans during budget workshops to ensure a consistent understanding.

Completion of the city capital improvement plan is an objective that was met and was adopted by the Planning Commission. This will be an ongoing document to be utilized in the future. Priorities include a plan to deal with issues at the library building as well as establishing a plan for the growing needs of City Hall and the Police Department.

BE IT FURTHER RESOLVED, that the City Council does hereby establish the following specific Council objectives for Administrator Colburn for the 2005-2006 fiscal year:

- A. Organize a council "retreat" meeting with the administrator.
- B. Create appropriate maintenance codes to strengthen building code enforcement.
- C. Investigate property maintenance code possibilities specifically in relation to rental and commercial property.
- D. Update city sign ordinance.
- E. Continue to evaluate solutions to resolve environmental issues.
 - 1. Phase II regulations.
 - 2. Eastside sewer interceptor progress toward 2007 completion
- F. Update 5-year recreation plan.
- G. Establish long-term plan to address growth of City Hall and Police Department.
- H. Establish online banking and enhance website capabilities.

BE IT FURTHER RESOLVED, that in accordance with City Council Resolution 2004-06, this resolution, along with the "City Administrator Self-Evaluation Form" and composite "City Administrator Performance Evaluation Form" attached hereto, are hereby submitted by Mayor Robin C. Naeyaert and Mayor Pro Tem Leon R. Clark for consideration by the City Council as the written summary of the conclusions of the Council regarding the job performance of City Administrator Martin A. Colburn; and

BE IT FINALLY RESOLVED, that a copy of this resolution along with the attachments referenced herein shall be placed in the personnel file of City Administrator Martin A. Colburn.

Yes (7) Bruno, Clark, Coady, Johnson, Mulvany, Whipple, Naeyaert
No (0)

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Martin A. Colburn, Clerk
City of Mason
Ingham County, Michigan

RESOLUTION APPROVED UNANIMOUSLY

Bid – Biosolids Removal and Application

MOTION by Bruno, second by Johnson,
To approve the three-year bid submitted by Biotech Agronomics.
MOTION APPROVED UNANIMOUSLY

Motion – Street Closure for Kerns Road

MOTION by Johnson, second by Whipple,
To approve the temporary closure of Kerns Road from 1:30 p.m. to 5:30 p.m. on
December 22, 2005.
MOTION APPROVED UNANIMOUSLY

Motion – Local Officers Compensation Commission Recommendation

Larry Briggs, Local Officers Compensation Commission Chairperson, spoke regarding the Commission's recommendation to give an annual stipend of Mayor/\$400 and Councilmembers \$300 in addition to their current salary of Mayor/\$60 and Councilmembers/\$50 for each meeting.

MOTION by Bruno, second by Johnson,
To accept the recommendation of the Local Officers Compensation Commission.

Bruno, Clark, and Naeyaert commented that it is an honor to serve the citizens of Mason and it is not for the compensation.

VOTE ON THE MOTION:
Yes (2) Coady, Naeyaert
No (5) Bruno, Clark, Johnson, Mulvany, Whipple
MOTION FAILED

Motion – Library Ad Hoc Committee Recommendation

Colburn and Coady spoke to the considerations and options discussed by the Library ad hoc Committee. Discussion ensued regarding the survey that was conducted and the building currently housing the Mason library branch.

MOTION by Coady, second by Whipple,
To accept the Library ad hoc Committee's recommendation and direct staff to proceed forward with a combined facility building analysis to be located adjacent to, and at city hall, for municipal and library needs.
MOTION APPROVED UNANIMOUSLY

Motion – Presentation of 2004-2005 Financial Statements

Revels stated that the 2004-2005 Financial Statements have been given an unqualified opinion, which is good. She informed Council that Dave Ryder of Layton and Richardson would give a presentation and then they could ask questions. Mr. Ryder commended Revels and those individuals in the Finance Department. Mr. Ryder gave a thorough explanation of the financial statements. Although this firm recommended implementing accruing payroll expenses, Revels recommended against it until it becomes material or until the City is required to. A brief discussion ensued.

MOTION by Johnson, second by Whipple,
To accept and place on file the 2004-2005 Financial Statements prepared by Layton and Richardson, but decline to implement accruing payroll expenses until it is recommended by the Finance Director.
MOTION APPROVED UNANIMOUSLY

Naeyaert commended Revels, Eric Smith, Assistant Finance Director, and their team for their excellent work.

UNFINISHED BUSINESS

Clark informed Council that Chief Scutt and Fire Fighter Gailey arrived safely in Mississippi with the two fire trucks donated by the City as well as equipment donated by area fire departments.

NEW BUSINESS

- Naeyaert informed Council that there is consensus to hold a Council Retreat January 14, 2006.

CORRESPONDENCE

All correspondence was distributed.

LIAISON REPORTS

- Clark informed Council regarding Planning Commission business.
- Naeyaert informed Council regarding Downtown Development Authority business.

ADMINISTRATOR'S REPORT

Colburn informed the Council on current city business. A brief discussion was held regarding the tree trimming being done by Consumer's and the negative response of residents. Mr. Colburn stated that he invited Consumer's to a meeting to discuss how the trimming and clean-up is being conducted. Consumer's representatives explained that they cut back tree limbs in accordance with mandates of the State and the Public Service Commission for safety and reliability distance with consideration to the line voltage. It was the consensus of the Council to have the City Administrator forward a letter of confirmation to Consumer's regarding their commitment to complete clean-up when the snow melts.

PEOPLE FROM THE FLOOR

None.

ADJOURNMENT

The meeting adjourned ~~to executive session~~ at 9:18 p.m.

Martin A. Colburn, City Clerk

Robin C. Naeyaert, Mayor