



CITY COUNCIL MEETING

AGENDA – August 17, 2020

Electronic Meeting, 7:30 p.m.

The Governor of the State of Michigan, pursuant to the provisions of the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401-.421, and the Emergency Powers of the Governor Act, 1945 PA 302, as amended, MCL 10.31- 33, issued an Executive Order, No. 2020-154, which **authorized remote participation in public meetings. It has been determined by the City of Mason that an electronic meeting is necessary to protect the public health. Public participation is encouraged and procedures facilitating that participation are outlined in supplemental materials attached.**

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE AND INVOCATION

4. PUBLIC COMMENT

5. CONSENT CALENDAR

A. Minutes: Approve Minutes of Regular Council Meeting August 5, 2020

B. Correspondence: Receipt of City Attorney's Report Dated August 13, 2020

C. Financials:

1. Approve Bills in the Amount of \$827,448.27
2. Receipt of Annual Audit Correspondence Dated July 31, 2020
3. Receipt of Monthly Revenue and Expenditure Report for Period Ending July 31, 2020
4. Authorize Contract with Enviro-Flow Pipe and Conduit Services, Ltd. for Sanitary Sewer Repair in the Amount of \$5,160 and Approve the Necessary Budget Amendment
5. Authorize Contract with Lopez Concrete Construction, LLC for the 2020 Non-Motorized Sidewalk Program Northeast Quadrant (CIP 2020-P7) and Jefferson Street - Railroad Pedestrian Crossing (CIP 2020- P5) in the Amount of \$29,580
6. Authorize Change Order No. 4 to Reith Riley Construction Co. for 2018 Mason Local Streets – Kerns Road Project, for the Stormwater Easement Improvements in the Amount of \$69,665 and Approve the Necessary Budget Amendments

D. Resolutions:

1. Resolution 2020-21: Authorize Designation of Michael Olson, Assistant City Manager and Public Works Director, as the City of Mason's Street Administrator
2. Resolution 2020-22: Approve Temporary Change of Polling Location for Precinct 3 of the City of Mason, for the November 3, 2020 General Election, to the 221 West Ash Street (Mason Fire Hall)

6. UNFINISHED BUSINESS

7. NEW BUSINESS

8. COUNCILMEMBER'S REPORTS

9. CITY MANAGER'S REPORT (08/13/20)

A. Update on 410 E. Maple Street Complaint Received 8.11.20

10. ADJOURNMENT

**Mason City Council Workshop to Discuss
the Board of Ethics and the
[Ethics Ordinance](#)
Immediately Following Regular Meeting**



CITY COUNCIL MEETING ELECTRONIC MEETING INFORMATION

PLEASE TAKE NOTICE that the meeting of the City of Mason City Council scheduled for **August 17, 2020, starting at 7:30 p.m.**, will be conducted virtually (online and/or by phone) due to health concerns surrounding Coronavirus/COVID-19, under the Governor of Michigan's Executive Orders 2020-59, 2020-75, 2020-129, and 2020-154.

The City of Mason will be using Zoom to host this meeting. A free account is required to use Zoom. Please take the time to download and set-up Zoom prior to the meeting. Zoom may be accessed here: <https://zoom.us/>

MEETING INFORMATION:

Topic: **City Council Meeting**

Time: **August 17, 2020 at 7:30 p.m.** Eastern Time

Meeting ID: 780 280 231

Video Conference Information: **Link to join online:** <https://zoom.us/j/780280231>

- You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided above.

Phone Information: **Dial 301.715.8592**

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact Michigan Relay at <https://hamiltonrelay.com/michigan/index.html>.

Resources: More Questions? Please Contact our Customer Service Desk at 517.676.9155.

Electronic Meeting Rules for Public

- All public participants entering the meeting will automatically be muted upon entering.
- All public participants should either turn off or leave off their video camera. Only City Council members will be allowed to have their video cameras on. Your video camera will be turned off for you if you do not turn it off yourself.
- Public comment:
 - Public only will be allowed to address the Council during Public Comments
 - Public is allowed three (3) minutes to speak.
 - Public must state the name and address slowly and clearly before they start to address the Council.
 - Public comments will be addressed in the following order:
 1. Those provided in writing by 6 pm on the day of the meeting sent to masonclerk@mason.mi.us will be read aloud by Mayor.
 2. Those requesting to speak during meeting, by providing name, address in by 6 pm on the day of the meeting sent to masonclerk@mason.mi.us.
 3. Those using the Video Conference Portion (not calling on a telephone) will be asked to use the “Raise Your Hand” Feature in Zoom. The Mayor will call on individuals to speak and they will be unmuted at that time.
 4. Participants that are available only by phone, after the Mayor requests.
- Inappropriate or disruptive participants will not be allowed or tolerated and will be removed from the meeting.
- Due to the electronic nature of this type of meeting the Mayor, at his discretion, may adjourn the meeting with or without notice for any reason. Every attempt will be made to remain connected to the meeting, however two examples of abrupt adjournment may be computer connectivity issues or lack of appropriate participation. According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540).

ADDITIONAL ZOOM INSTRUCTIONS FOR PARTICIPANTS:

PHONE INSTRUCTIONS - to join the conference by phone

1. On your phone, dial the teleconferencing number provided above.
2. Enter the **Meeting ID number** (above) when prompted using your touch- tone (DTMF) keypad.

VIDEOCONFERENCE INSTRUCTIONS – to watch and speak, but not to be seen

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided above. The details include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 9- digit Meeting ID.

To join the videoconference:

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided above.
2. Enter the **Meeting ID number** when prompted using your touch- tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2- digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a **“Raise Hand”** icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.