

CITY OF NORTON SHORES  
CITY COUNCIL WORK SESSION  
November 27, 2018

A regular work session of the Norton Shores City Council was held on Tuesday, November 27, 2018 at 5:30 p.m. at Norton Shores City Hall, 4814 Henry Street.

Present: Mayor Nelund, Council Members Beecham, Cross, Flanders, Hylland, Jurkas, Morgenstern, and Sladick; also, Mark Meyers, Doug Hughes, Jon Gale, Bob Gagnon, Mike Huston, Jerry Bartoszek, Anthony Chandler and Shelly Stibitz

Absent: Council Member Moulatsiotis

1. 50<sup>th</sup> Anniversary Video

Ordinance Enforcement Officer Don Vanderkooi created and played a video of the Community Picnic held this past summer celebrating the City's 50<sup>th</sup> anniversary. Mayor Nelund, former Mayor Crandall, City Administrator Mark Meyers were all interviewed in the piece along with several residents and visitors from neighboring communities and ended with the City's current Council members and employees listed by name. The video will be placed in the time capsule being buried on the front lawn of City Hall this week, Thursday, November 29, 2018.

2. Fiscal Year 2018 Audit

Finance Director Mike Huston introduced Doug Vredeveld of Vredeveld Haefner, LLC, who reviewed the FY-2018 audited financial statements he prepared and described as a "clean" audit. Final calculations for the operating fund reflect a deficit in TIFA funds due to correction of a procedural error and in Water and Sewer funds attributed to the one-time bond settlement with Muskegon Heights. It is Vredeveld Haefner's practice to recommend maintaining a 10% fund balance. The City ended FY-2018 with a General Fund balance of \$2,153,273 or 19.5% of expenditures.

3. Water and Sewer Rate Adjustments

Public Works Director Jerry Bartoszek reviewed proposed water and sewer rate adjustments necessary because of continuing cost increases in operation and management of those systems. Mr. Bartoszek explained that 21,000 gallons per quarter had been considered average use for a household and was used to determine the quarterly sewer rate for properties not connected to city water. The average use has been lowered to 18,000 gallons per quarter and will result in a commodity savings for those sewer only customers. Settlement of the Water Service Agreement with the City of Muskegon Heights reduced debt service charges and is reflected in a reduction to the standard ¾" water base rate. Some calculations raised costs while others lowered costs

with an overall final proposal that represents a 0.6% decrease to utility customers effective with the January 2019 billing. Mr. Bartoszek did bring to City Council's attention that the City of Muskegon is planning several capital improvements to their water filtration plant which will impact water rates in the coming year. City Council asked that the rate adjustments be brought forward for formal action.

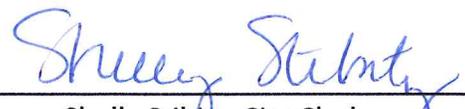
4. Fire Department Ladder Truck

Fire Chief Bob Gagnon discussed an opportunity the Fire Department has to purchase new fire apparatus at refurbished pricing. The City's stand-alone 100-foot ladder truck, purchased in 1996, had extensive repairs recently and parts are becoming difficult to locate. At the same time, one of four front line engines is scheduled for replacement in FY-2020. Alexis Fire Equipment has available for purchase a quint apparatus with a 78-foot ladder that had been titled to another department and now must be sold as refurbished although it is new equipment. The quint provides five functions including pump, water tank, fire hose, aerial device and ground ladders as opposed to the current stand-alone truck that only offers a 100-foot ladder. The proposed purchase of one quint truck to replace a front-line engine and a ladder truck is substantiated by the new equipment's five function capabilities over the current ladder truck's single function and future maintenance of one piece of equipment instead of two. Council members were in agreement with Chief Gagnon to replace the current aerial apparatus and front-line engine with the 78-foot ladder quint apparatus.

General Comments

Council members and staff discussed the November 6, 2018 results of proposal 18-1, legalization of recreational marijuana, in regard to the City's options going forward. City Attorney Doug Hughes clarified that the December 6, 2018 deadline pertains to an individual legally in possession of recreational marijuana. City Administrator Mark Meyers shared that the City's Labor Attorney Ron Bultje serves as general counsel for several municipalities and has drafted some ordinances on the matter that Attorney Hughes will review.

Meeting adjourned at 7:03 p.m.

  
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Shelly Stibitz, City Clerk