

**FRANKENMUTH CITY COUNCIL  
REGULAR MEETING MINUTES  
Tuesday, December 6, 2022  
7:00 P.M.**

PRESENT: Ackerman, Kaczynski, LaBrenz, Meyer, Reindel, Ross and Schmitzer.

ABSENT: NONE.

At the Mayor's request and due to her voice giving out, Mayor Pro Tem Meyer called the meeting to order at 7:02 P.M. in the meeting chambers and opened the meeting by leading the pledge of allegiance. The Mayor remained in attendance.

**PUBLIC COMMENTS**

There being no public comments, the Mayor Pro Tem proceeded with the agenda.

**APPROVAL OF AGENDA**

Moved by Kaczynski, seconded by LaBrenz, to approve the agenda as printed. Unanimously carried.

**APPROVAL OF MINUTES**

Moved by Ackerman, seconded by Ross, to approve the minutes from the committee of the whole and regular meetings held on November 1, 2022 and the work session held on November 17, 2022. Unanimously carried.

**BOARDS & COMMISSIONS APPOINTMENTS**

Downtown Development Authority Board

Moved by Schmitzer, seconded by Ross, to appoint Mary Ann Hiles, Mark Johnston and Al Zehnder to the DDA Board, terms expiring November 9, 2025. Unanimously carried.

Planning Commission

Moved by Kaczynski, seconded by Reindel, to appoint Tracy Weber to fill a vacancy on the Planning Commission created as a result of Carl Schoenow's mid-term resignation, term expiring December 31, 202\_. Unanimously carried.

**PUBLIC HEARING ON PROPOSED FEE SCHEDULE ADJUSTMENTS**

The Mayor Pro Tem reviewed proposed changes to the City's fee schedule as a result of inflationary and other noted adjustments. If adopted, the changes would become effective on January 1, 2023.

The Mayor Pro Tem opened the public hearing on the proposed fee increases.

Review took place on the proposed storm water escrow/deposit, horse drawn vehicle permits, Bed & Breakfast and Short Term Rental fees, and certain DPW fees.

There being no comments, the Mayor Pro Tem closed the public hearing.

### **RESOLUTION NO. 2022- 82 - APPROVE FEE SCHEDULE ADJUSTMENTS**

Moved by Ackerman, seconded by Reindel, to adopt Resolution No. 2022-82 approving an adjusted fee schedule, effective January 1, 2023. Unanimously carried.

### **MONTHLY REPORTS**

Police Chief Mawer submitted his monthly department activities report for October 2022. Fire Chief Kerns provided the written October monthly report and verbally reviewed November activities. The November financial report was presented by Treasurer Jimenez along with highlights of activity. City Clerk Kerns reviewed the construction code activity for the month of November.

Discussion took place on the status of Main Street camera installations and notification to the public of recent criminal activity.

Treasurer Jiminez reviewed updates to the City's website for winter tax bills, budget adjustments forthcoming, increasing the capitalization threshold and it's impact on budgets, Parks & Recreation fees and credit card payment fees.

Moved by Ross, seconded by Schmitzer, to accept the above referenced monthly reports as submitted. Unanimously carried.

### **APPROVE CONSENT AGENDA ITEMS - None**

### **NEW BUSINESS**

#### **2021-2022 ANNUAL AUDIT**

City Manager Smith advised that the Audited City Financial Statements for the Fiscal Year 2021-2022 was presented to Council earlier at the Committee of the Whole session meeting as prepared by the accounting firm of Gardner, Provenzano, Thomas & Luplow, PC.

Moved by Kaczynski, seconded by LaBrenz, to receive the 2021-2022 Audited Financial Statements as presented. Unanimously carried.

### **RESOLUTION NO. 2022-83 - APPROVE 2023 COUNCIL MEETING DATES**

Discussion took place that remote attendance is permitted if voting doesn't occur and is not illness related.

Moved by Ross, seconded by Ackerman, to adopt Resolution No. 2022-83 approving a 2023 work session meeting, regular meeting and committee of the whole schedule of the Frankenmuth City Council. Unanimously carried.

**RESOLUTION NO. 2022-84 - APPROVE A RESOLUTION APPROVING 2023 WAGES AND FRINGE BENEFITS FOR ALL FULL-TIME EMPLOYEES EXCEPT MEMBERS OF THE POLICE OFFICERS LABOR COUNCIL**

City Manager Smith reviewed the Personnel Committee's recommendation for all full-time employees, except the members of the Police Officers Labor Council who will be covered under a proposed new labor contract expiring 12/31/2024, will see an up to 4.5% increase in their wage schedule.

Discussion took place on an employer 5% defined contribution for employees hired after January 1, 2006 and coordinating wage increases with the budget cycle.

The MESSA healthcare package will be continued.

Moved by Schmitzer, seconded by Kaczynski, to adopt Resolution No. 2022-84 approving 2022 non-union, full-time employee's wage schedule increase and continue with the same healthcare coverage. Unanimously carried.

**RESOLUTION NO. 2022-85 - APPROVE A NEW YEAR'S EVE FIREWORKS DISPLAY AT ZEHNDER'S SPLASH VILLAGE**

Moved by Ackerman, seconded by Reindel, to adopt Resolution No. 2022-85 approving a fireworks display by American Fireworks Company at 1365 S. Main Street at 11:59 P.M. on Saturday, December 31, 2022 for a New Year's Eve party at Zehnder's Splash Village, subject to notice of neighbors in the vicinity. Unanimously carried.

**RESOLUTION NO. 2022-86 - RECOGNITION OF COUNCILMEMBER PAUL LABRENZ FOR HIS SERVICE TO THE COUNCIL**

Councilmembers thanked LaBrenz for his many contributions while serving.

Moved by Ackerman, seconded by Kaczynski, to adopt Resolution No. 2022-86 recognizing the public service of Councilmember Paul LaBrenz's service on the Frankenmuth City Council. Unanimously carried.

**AUTHORIZE INVOICE PAYMENTS**

Moved by Ackerman, seconded by Ross, to authorize the payment of invoices for November 2022 in the amount of \$498,269.98. Unanimously carried.

## **CORRESPONDENCE**

1. City Manager – Manager’s Monthly Report.
2. Frankenmuth Insurance – Corporate Name Change.
3. Zehnder’s of Frankenmuth – Nickless-Hubinger Mill Status Report.
4. Water Department – Monthly Water Pumpage Report.
5. Carol Leslie – Brush Collection Concerns.

The Mayor requested that the receipt of correspondence be noted.

## **MINUTES**

1. Downtown Development Authority Board – November 10, 2022.
2. Economic Development Corporation Board – November 17, 2022.
3. Parks & Recreation Commission – November 16, 2022.
4. Planning Commission – November 29, 2022.

## **ANNUAL REVIEW OF THE ANNUAL PERFORMANCE EVALUATION INITIAL RESULTS OF THE CITY MANAGER**

City Manager Smith requested that Council go into closed session to provide an annual review of her annual performance evaluation compiled results.

Moved by Schmitzer, seconded by Kaczynski, to enter into closed session at 7:52 P.M. to review the evaluation of the City Manager. Unanimously carried.

The Mayor Pro Tem requested that only the City Manager stay for this portion of the meeting.

Being that the closed session of the meeting was completed, the Mayor Pro Tem reconvened the public meeting at 8:40 P.M.

It was noted that only the City Manager and Council were in attendance for the remaining open session portion of the meeting and that no one else was present.

## **PUBLIC COMMENTS FOR MATTERS NOT ON THE AGENDA - None**

## **ADJOURNMENT**

There being no further comments or business, the meeting was adjourned at 8:40 P.M.

Phillip W. Kerns  
City Clerk