

CITY OF HANCOCK COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 17, 2024
HANCOCK CITY HALL, 399 QUINCY STREET
Public viewing available via ZOOM.com - Meeting ID: 821 4402 1682

Regular Meeting - 6:01 P.M.

Call to order and pledge of allegiance led by Mayor Kurt Rickard

Roll Call and verification of quorum

Present: Councilors Blau, McKenzie, Rickard, Tanner, Lounibos, Warstler

Absent: Councilor Freeman

Motion by Councilor Blau and supported by Councilor McKenzie to excuse Councilor Freeman from tonight's meeting.

Yes: All

No: None

Motion Carried

Review and approval of agenda

Motion by Councilor McKenzie and supported by Councilor Warstler to approve the agenda with the addition of communication received from Wuebben Construction, LLC.

Yes: All

No: None

Motion Carried

Public Comment - None

Presentation – Councilor Lounibos gave an overview and update on Ryan Street Garden.

Communication

Paula Jacobs

Gertrude Antioho

Greg Markkanen, State Representative

Wuebben Construction, LLC

Motion by Councilor McKenzie and supported by Councilor Tanner to accept and place on file the communications received.

Yes: All

No: None

Motion Carried

Review and acceptance of meeting minutes

DDA	November 6, 2023
Recreation Commission	July 11, 2023
Recreation Commission	November 14, 2023
Cemetery Board of Trustees	July 11, 2023
Portage Lake Water and Sewage Authority	November 14, 2023
Portage Lake Water and Sewage Authority	December 12, 2023

Motion by Councilor McKenzie and supported by Councilor Tanner to receive and put on file the meeting minutes as presented.

Yes: All

No: None

Motion Carried

Review and approval of City Council meeting minutes

Regular Meeting	December 20, 2023
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Motion by Councilor McKenzie and supported by Councilor Tanner to approve and accept the City Council Regular Meeting Minutes of December 20, 2023 as presented.

Yes: All

No: None

Motion Carried

Administrative Report

City Manager Babcock commented on the following:

- Year in Review – projects, grants, events, etc.
- Finlandia Properties
- Rural Readiness Grant – Michigan Office of Rural Prosperity for feasibility study of future use for Finlandia buildings and an environmental assessment.
- Heikinpaiva at the end of the month, would like City participation.
- Sledding Party this Sat. January 20th on the Quincy Green.
- Winter newsletter is out.
- 102 Quincy Street – commercial rental property available.
- Capital Improvement Plan – currently working on this.
- Master Plan is in the review process.

Police Chief Sleeman gave an update on the following:

- Resident snow removal issues, thank you to Code Enforcement, Dave Dow, for assistance with this.
- Patrol Officer Scott Wuebben is attending radar training, once completed he will be a certified instructor.
- Ben Galetto will be headed to the Academy this week.

DPW Director John Erickson gave an update on the following:

- DPW crew is working on snow removal.
- DPW crew has been working on constructing 2 offices in City Hall.

Clerk/Treasurer Linda Kalinec gave an update on the following:

- Election process is in full swing now for the February 27th election.

New Business

1. Motion by Councilor Warstler and supported by Councilor Lounibos to introduce Ordinance 312 enacting and adopting supplement through 2022-S17 to the code of ordinances of the City of Hancock.

Roll Call

Yes: Warstler, Lounibos, Tanner, Rickard, McKenzie, Blau

No: None

Motion Carried

2. Motion by Councilor McKenzie and supported by Councilor Warstler to approve Resolution 24-01 FY2025 Resolution of Intent for Hancock Transit Budget in the amount of \$312,950.

Roll Call

Yes: Blau, McKenzie, Rickard, Tanner, Lounibos, Warstler

No: None

Motion Carried

3. Motion by Councilor Blau and supported by Councilor McKenzie to approve the development agreement with Wuebben Construction for property located at Tomasi Drive.

- a. Motion by Councilor Blau and supported by Councilor McKenzie to amend the motion.

- i. Yes: All

- ii. No: None

- iii. Motion Carried

- b. Motion by Councilor Warstler and supported by Councilor McKenzie to approve the development agreement with Wuebben Construction for property located at Tomasi Drive based on attorney approval.

- i. Yes: Warstler, Lounibos, Tanner, Rickard, McKenzie, Blau

- ii. No: None

- iii. Motion Carried

4. Motion by Councilor McKenzie and supported by Councilor Tanner to approve Resolution 24-02 to adopt the Deficit Reduction Plan for the Motor Vehicle Fund and Transit fund.

Roll Call

Yes: Blau, McKenzie, Rickard, Tanner, Lounibos, Warstler

No: None

Motion Carried

5. Motion by Councilor Tanner and supported by Councilor Warstler to approve Resolution 24-03 to adopt the 2024-2028 Hancock Recreation Plan as submitted by the Hancock Recreation Commission.

Roll Call

Yes: Warstler, Lounibos, Tanner, Rickard, McKenzie, Blau

No: None

Motion Carried

6. Motion by Councilor Warstler and supported by Councilor Blau to approve Central Structures payment application #4 for the Hancock Salt Storage Shed project in the amount of \$85,988.13.

Roll Call

Yes: Blau, McKenzie, Rickard, Tanner, Lounibos, Warstler

No: None

Motion Carried

7. Motion by Councilor Warstler and supported by Councilor McKenzie to approve Payne and Dolan, Inc. payment application #8 for the Business and Technology Park in the amount of \$33,911.72.

Roll Call

Yes: Warstler, Lounibos, Tanner, Rickard, McKenzie, Blau

No: None

Motion Carried

8. Motion by Councilor McKenzie and supported by Councilor Tanner to approve the current accounts payable in the amount of \$620,744.53.

Roll Call

Yes: Blau, McKenzie, Rickard, Tanner, Lounibos, Warstler

No: None

Motion Carried

9. Motion by Councilor Blau and supported by Councilor Warstler to appoint William McKilligan to the Hancock Recreation Commission for a term ending 8-31-2024.

Yes: All

No: None

Motion Carried

10. Motion by Councilor Blau and supported by Councilor Tanner to adopt the 2023/2024 amended budget for the general fund, transit, and motor vehicle funds.

Roll Call

Yes: Warstler, Lounibos, Tanner, Rickard, McKenzie, Blau

No: None

Motion Carried

11. Motion by Councilor Blau and supported by Councilor McKenzie to approve the time extension amendment to the listing contract for the Hancock Business and Technology Park extension with Kristine Weidner to January 24, 2025.

Yes: All

No: None

Motion Carried

12. Motion by Councilor Warstler and supported by Councilor Tanner to take a 5-minute recess.

Yes: All
No: None
Motion Carried

13. Motion by Councilor Blau and supported by Councilor Tanner to enter into Closed Session at 7:05 p.m. Pursuant to Open Meetings Act MCL15.268 to discuss attorney opinion.

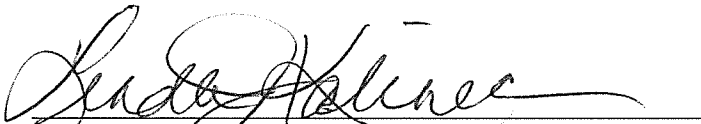
Yes: All
No: None
Motion Carried

14. Return to Open Session at 7:54 p.m.

Public Comment None

Motion by Councilor Warstler and supported by Councilor Tanner to adjourn the meeting at 7:56 p.m.

Yes: All
No: None
Motion Carried



Linda Kalinec, City Clerk

**Resolution #24-02
CITY OF HANCOCK FY2023 DEFICIT ELIMINATION PLAN**

WHEREAS City of Hancock's Transit Fund has a \$14,283.00 Unrestricted Net Position deficit balance on June 30, 2023 and the City of Hancock's Motor Vehicle fund has a \$141,492.00 Unrestricted Net Position deficit balance on June 30, 2023 and;

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the City of Hancock's legislative body adopts the following as the City of Hancock's Transit and Motor Vehicle Fund Deficit Elimination Plan:


588-Transit	FY2024
Unrestricted Net Position (Deficit) 7/1/2023	(14,283.00)
Revenue	
Federal Grant Sec. 5311	66,433.00
State Grants	150,781.00
State Grant PY Adjustment	30,601.00
State of MI Bus Grant	-
*Ridership Fares	75,000.00
Interest Revenue	200.00
*General Fund	64,000.00
Total Revenue	387,015.00
Expenditures	
Salaries & Wages	188,728.44
Fringe Benefits	110,061.84
Operating Supplies	45,140.08
Equipment Repairs	10,438.93
Contracted Services	8,983.66
Membership & Dues	1,081.50
Utilities	8,240.00
Depreciation	85,000.00
Total Expenditures	457,674.45
Add Back Depreciation (Net Investment in Capital Assets Net Position)	85,000.00
Unrestricted Net Position	57.55
Deficit 7/1/2023	(14,283.00)
Revenues	387,015.00
Expenditures	(457,674.45)
Add Back Depreciation	85,000.00
Balance at 6/30/2024	57.55

Increase Ridership rates and increase General Fund contribution

661-Motor Vehicle	FY2024
Unrestricted Net Position (Deficit) 7/1/2023	(141,492.00)
Revenue	
Interfund Equip Charges	711,250.00
Transfer in from DDA	24,808.00
Other Revenue	2,568.00
USDA-RD Grant	120,300.00
Total Revenue	858,926.00
Expenditures	
Salaries & Wages	80,000.00
Fringe Benefits	68,793.00
Operating Supplies	21,570.00
Equipment Repairs	50,000.00
Contracted Services	63,500.00
Interest Expense	12,000.00
Gas & Oil	60,000.00
Building Maintenance	140,000.00
Utilities	26,000.00
Insurance	25,000.00
Building Lease & rents	68,135.00
Depreciation	160,000.00
Equipment Purchase	58,000.00
Total Expenditures	832,998.00
Add Back Depreciation (Net Investment in Capital Assets Net Position)	160,000.00
Unrestricted Net Position	44,436.00
Deficit 7/1/2023	(141,492.00)
Revenues	858,926.00
Expenditures	(832,998.00)
Add Back Depreciation	160,000.00
Balance at 6/30/2024	44,436.00

Increase Interfund Equipment Rental charges from 86% of MDOT rates to 100%
Received USDA-RD grant funding for FY2023 purchases not obligated in FY2023

I certify that the above Resolution was adopted by the Hancock City Council at the regular meeting of January 17th, 2024.

BY: Linda Kalinec, City Clerk
 Name and Title

 Signature
 Date 01.18.2024

City of Hancock Recreation Plan

Resolution 24-03

WHEREAS, the City of Hancock has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2024 through 2028, and

WHEREAS, the Hancock Recreation Commission began the process of developing a Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the City of Hancock were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft for a period of at least 30 days, and

WHEREAS, a public hearing was held on January 17, 2024 at Hancock City Hall to provide an opportunity for all residents of the planning area to express opinions, ask questions and discuss all aspects of the Recreation Plan, and

WHEREAS, the City of Hancock has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the City of Hancock, and

WHEREAS, after the public hearing, the City of Hancock voted to adopt said Recreation Plan.

NOW, THEREFORE BE IT RESOLVED the Hancock City Council hereby adopts the Recreation Plan.

Roll Call

Yes: Warstler, Lounibos, Tanner, Rickard, McKenzie, Blau

No: None

I, Linda Kalinec, City Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Hancock City Council at a Regular Meeting thereof held on the 17th day of January, 2024.



Linda Kalinec, City Clerk

CITY OF HANCOCK
RECREATION PLAN PUBLIC HEARING MEETING MINUTES
WEDNESDAY, JANUARY 17, 2024
HANCOCK CITY HALL, 399 QUINCY STREET
Public viewing available via ZOOM Meeting ID: 821 4402 1682

PUBLIC HEARING:

Present: Councils Blau, McKenzie, Freeman, Rickard, Tanner, Lounibos, Warstler.

Also Present in person: Mary Babcock, Linda Kalinec, Jed Wuebben, Wuebben, Glenn Anderson, Dean Woodbeck, John Erickson, Jared Hyrkas, Tami Sleeman, Thomas Fournier, Michael York, Garrett Neese and other members of the public.

Also Present via ZOOM: None

Opened Public Hearing at 6:00 pm by Mayor Kurt Rickard.

Recreation Commission Chairperson, Dean Woodbeck introduced himself.

2024-2028 Recreation Plan Public Comment – None

Closed Public Hearing by Mayor Kurt Rickard at 6:01 pm.

Linda Kalinec, City Clerk