



**CITY OF ROOSEVELT PARK  
CITY COUNCIL MEETING**

**AGENDA**  
**June 3<sup>rd</sup>, 2019**  
**5:30 p.m.**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Invocation by Mayor Lowe
4. Public Comment on Agenda Items
5. Approval of Consent Agenda
  - a. Regular Agenda
  - b. Minutes of May 20<sup>th</sup>, 2019 City Council Meeting
  - c. List of Bills
6. Old Business
7. New Business
8. Comments from Mayor and City Council
9. Reports from City Manager, City Attorney & Department Heads
10. Public Comment

Please state your name and home address. Please limit comments to 3 minutes per individual. (City Council Rules of Procedure: 10/7/2011)
11. Closed Session
12. Adjournment

# City of Roosevelt Park

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To: Honorable Mayor and City Council  
From: Jared Olson, City Manager  
Date: May 30<sup>th</sup>  
Subject: **Monday, June 3<sup>rd</sup>, 2019 – CITY COUNCIL MEETING**

The following is information pertaining to items on the agenda for your meeting:

COUNCIL MEETING:

- a. **Closed Session-Pending Litigation**

Please contact me if you have any questions.

**CITY OF ROOSEVELT PARK  
CITY COUNCIL  
MEETING MINUTES  
May 20, 2019**

This meeting was called to order by Mayor Lowe at 6:15 p.m.

**PRESENT:** Mayor Allan Lowe, Mayor Pro Tem Andy O’Riley, **Council Members:** Melissa Klos, Michael Sutton, Mirelda Sanchez Tokarczyk, Greg Neiser and Aaron Langlois

**STAFF:** City Manager Jared Olson, City Attorney Will Meier, Chief of Police David Boone, City Clerk Ann Wisniewski

**ABSENT:** City Treasurer Kate Cunningham

**WORK SESSION**

**Council discussed Agenda Items:**

- Fordham Park Fence Request
- Set Roosevelt Park Day Committee Meeting Date
- June 3<sup>rd</sup> Council Meeting Time Change
- Amendment to FOIA Policy
- Amendment to Travel and Conference Policy
- Zoning Board of Appeals Appointment
- List of Bills

Mayor Lowe called the regular meeting to order at 7:07 p.m.

2019-90      **ROLL CALL**  
City Clerk Ann Wisniewski called roll call.

2019-91      **INVOCATION**  
Mayor Pro Tem O’Riley provided the invocation.

2019-92      **PUBLIC COMMENT ON AGENDA ITEMS**  
Felicia Mullins 3296 Germaine Rd, shared comments.  
Carlos Sanchez, 975 Post Rd., shared comments.  
Rich Hagye 3092 Eastland Rd., shared comments.

2019-93      **CONSENT AGENDA**

Council Member Langlois moved to approve the Consent Agenda. This motion was supported by Council Member Klos.

Roll Call: 7 Ayes, 0 Nays, 0 Absent

2019-94

**UNFINISHED BUSINESS**

**7A. Set Roosevelt Park Day Meeting**

Council Member O'Riley made a motion to have the next scheduled meeting for Roosevelt Park day on Monday June 10<sup>th</sup> at 5:30 pm. This motion was supported by Council Member Klos.

Roll Call: 7 Ayes, 0 Nays, 0 Absent

**7B. Fordham Park Fence Request**

Council Member Sutton made a motion to go to Planning Commission with the entire Fence Ordinance before making a motion on the Fordham park fence request. This motion was supported by Council Member Klos.

Roll Call: 5 Ayes, 2 (Langlois, O'Riley), 0 Absent

2019-95

**NEW BUSINESS**

**8A. June 3<sup>rd</sup> Council Meeting Change**

Mayor Pro Tem O'Riley moved to amend the City Council Meeting on June 3, 2019 to begin at 5:30 pm and eliminate the work session per the request and recommendation of legal counsel. This motion was supported by Council Member Klos.

Roll Call: 7 Ayes, 0 Nays, 0 Absent

**8B. Amendment to FOIA Policy**

Council Member Tokarczyk moved to approve the amendments to the City of Roosevelt Park FOIA Procedures and Guideline document as to reflect the state legislation changes To the law as presented. This motion was supported by Council Member Klos.

Roll Call: 7 Ayes, 0 Nays, 0 Absent

**8C. Amendment to Travel and Conference Policy**

Council Member Sutton moved to approve the amendment to the cities Travel and Conference policy by moving to the Federal reimbursement amount allowing for automatic inflation adjustments. This motion was supported by Council Member Tokarczyk.

Roll Call: 7 Ayes, 0 Nays, 0 Absent

**8D. Zoning Board of Appeals Appointment**

Council Member Klos moved to appoint Mr. Kevin Wisniewski to the Zoning Board of Appeals with a term expiring in December of 2021. This motion was supported by Council Member Tokarczyk.

Roll Call: 7 Ayes, 0 Nays, 0 Absent

2019-96

**COUNCIL COMMENTS**

Council Members shared comments.

2019-97

**DEPARTMENT HEAD REPORTS**

Department Heads shared comments.

2019-98

**PUBLIC COMMENT**

Carlos Sanchez, 975 Post Rd., shared comments.

Florence Shriver, 1336 W Summit Rd., shared comments.

Marcia Hovey-Wright County Commissioner, shared comments.

2019-99

**ADJOURNMENT**

Mayor Pro Tem O'Riley moved to adjourn the meeting at 7:50 p.m. This motion was supported by Council Member Neiser and carried unanimously.

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Ann Wisniewski, City Clerk



CITY OF ROOSEVELT PARK

A Proud Community  
900 OAK RIDGE ROAD  
ROOSEVELT PARK, MI 49441  
(231) 755-3721

COUNCIL LIST

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
771 (E)	BANK OF AMERICA BUSINESS CARD	MME SUMMER WORKSHOP	50918	110.00
			<b>Check Total</b>	<b>110.00</b>
772 (E)	BANK OF AMERICA BUSINESS CARD	ELECTION LAPTOPS	490310579	1,354.68
			<b>Check Total</b>	<b>1,354.68</b>
773 (E)	CITY OF MUSKEGON-WATER DEPT	WATER USE - ACCT # 0199340001	20190507	19,568.70
			<b>Check Total</b>	<b>19,568.70</b>
774 (E)	CITY OF MUSKEGON-WATER DEPT	WATER USE - ACCT # 0199340201	20190507	7,212.69
			<b>Check Total</b>	<b>7,212.69</b>
775 (E)	CITY OF MUSKEGON-WATER DEPT	SEWER 199342601	20190507	29.88
			<b>Check Total</b>	<b>29.88</b>
776 (E)	CITY OF MUSKEGON-WATER DEPT	SEWER 199342701	20190507	22.78
			<b>Check Total</b>	<b>22.78</b>
777 (E)	CITY OF MUSKEGON-WATER DEPT	SEWER 199342801	20190507	47.62
			<b>Check Total</b>	<b>47.62</b>
778 (E)	FRONTIER	PHONE 23175537220101715	20190520	202.91
			<b>Check Total</b>	<b>202.91</b>
779 (E)	FUELMAN	DPW 167.847 GAL, PD 230.768 GAL	NP56120140	997.21
			<b>Check Total</b>	<b>997.21</b>
780 (E)	TRUGREEN PROCESSING CENTER	LAWN CARE	102118508	813.70
			<b>Check Total</b>	<b>813.70</b>
781 (A)	ASPHALT PAVING, INC.	BROADWAY REPAIR	976-19	2,856.00
			<b>Check Total</b>	<b>2,856.00</b>
782 (A)	MAURER'S TEXTILE RENTAL	FLOOR MAT CLEANING	2054789	85.23
			<b>Check Total</b>	<b>85.23</b>
783 (A)	MUSKEGON CHARTER TOWNSHIP	JUNE 2019 CENTRAL DISPATCH FEES	1900011540	3,465.00
			<b>Check Total</b>	<b>3,465.00</b>
784 (A)	WEST MICHIGAN UNIFORM	DPW UNIFORM CLEANING	5304704	61.80
		DPW UNIFORMS	5306788	46.40
			<b>Check Total</b>	<b>108.20</b>
36491	ADVANCE AUTO PARTS	TRAILER CONNECTOR	53829126206	7.97
		TRAILER CONNECTOR	53829126206	12.72
		CHIPPER TRUCK METAL SWITCH	53829133242	4.89
			<b>Check Total</b>	<b>25.58</b>
36492	BIESIADA, ROBERT	DENTAL REIMBURSEMENT APRIL/MAY	DENTAL0519	273.60
			<b>Check Total</b>	<b>273.60</b>
36493	EMERGENCY SERVICES LLC	JULY 2019 MAINTENANCE CONTRACT	12954CL	640.00

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**COUNCIL LIST**

Thursday, May 30, 2019

CHECK NUMBER	VENDOR NAME	DESCRIPTION	Invoice #	INVOICE AMT
		UNIT 6 HEADLIGHT	12971	56.55
		UNIT 3 PTU	13001	1,021.19
		UNIT 4 SEAT BELT/OIL CHANGE/TURN SIGNA	13012	255.97
		<b>Check Total</b>		<b>1,973.71</b>
36494	GINMAN TIRE COMPANY			
		BACKHOE TIRE STEM	108015	140.28
		<b>Check Total</b>		<b>140.28</b>
36495	J & J FARM SALES			
		MOWER	69773	383.96
		<b>Check Total</b>		<b>383.96</b>
36496	KERKSTRA PORTABLE RESTROOMS			
		PORTABLE RESTROOM	139608	130.00
		<b>Check Total</b>		<b>130.00</b>
36497	KLOS, MELISSA			
		MML CONFERENCES	TRAVEL2019	294.64
		<b>Check Total</b>		<b>294.64</b>
36498	MCKENNA			
		MASTER PLAN PROFESSIONAL SERVICES APRI	21901-2	5,460.00
		<b>Check Total</b>		<b>5,460.00</b>
36499	MORSE, AARON			
		AMMO BOX REIMBURSEMENT	20190530	33.90
		<b>Check Total</b>		<b>33.90</b>
36500	MUSKEGON CNTY TREASURER			
		DOG LICENSES APRIL 2018	0000172757	839.00
		WASTE WATER/BOND PMTS	WWUB123135	42,872.79
		<b>Check Total</b>		<b>43,711.79</b>
		<b>Report Total</b>		<b>89,302.06</b>