



**CITY OF ROOSEVELT PARK
CITY COUNCIL
MEETING MINUTES
December 4, 2023**

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

PRESENT: **Council Members:** Aaron Langlois, Michael Sutton, Noah Crossno, Diane Goodman, Stacey Burmeister, Fawn Cruz, Matt Johnson

STAFF: City Manager Jared Olson, City Treasurer Kate Dibble, DPW Supervisor Ben VanHoeven, Chief of Police Shawn Bride

ABSENT: City Clerk Ann Wisniewski

WORK SESSION

Council discussed Agenda Items:

- Appointment of City Officers
- 2024 Meeting Dates
- 2024 Property and Liability Insurance Renewal
- Poverty Exemption Resolution 23-15
- Huntington Bank Account Signers
- MERS HCSP Agreement
- List of Bills

Special Guests:

None

City Treasurer Kate Dibble called the Council meeting to order at 6:33 pm

2023-218 ROLL CALL

City Treasurer Kate Dibble called roll call.

2023-219 INVOCATION

Council Member Cruz provided the Invocation.

2023-220 NOMINATION AND ELECTION OF MAYOR/MAYOR PRO TEM

Council Members nominated Council Member Langlois for the office of Mayor for the City of Roosevelt Park. This nomination was supported by all members. Council Member Langlois accepted the nomination.

There being no further nominations for the Office of Mayor, nominations were closed.

Voting in favor of Council Member Aaron Langlois for the Office of Mayor for the City of Roosevelt Park for a term expiring November 2024.

Roll Call: 7 Ayes, 0 Nays Motion Carries

Council Members nominated Council Member Sutton for the Office of Mayor Pro Tem for the City of Roosevelt Park. This nomination was supported by all Members. Council Member Sutton accepted the nomination.

Voting in favor of Council Member Sutton for the Office of Mayor Pro-Tem for the City of Roosevelt Park for a term expiring November 2024.

Roll Call: 7 Ayes, 0 Nays Motion Carries

2023-221

OATH OF OFFICE

City Treasurer Kate Dibble administered Oath of Office to newly elected Mayor: Aaron Langlois and newly elected Mayor Pro-Tem: Michael Sutton.

2023-222

PUBLIC COMMENT ON AGENDA ITEMS

None

2023-223

CONSENT AGENDA

Council Member Crossno moved to approve the consent agenda. This motion was Supported by Council Member Burmeister.

Roll Call: 7 Ayes, 0 Nays Motion Carries

Appointment of City Officers 2024

City Officers are appointed annually by City Council as required by Section 5.2 of the City Charter, the "appointive officers of the City shall be appointed" by the City Council at their first regular meeting in December.

Currently City officers up for appointment are the following:

City Manager - Jared Olson

City Clerk – Ann Wisniewski

City Treasurer – Kate Dibble

Chief of Police-Shawn Bride

Superintendent of Public Works-Ben VanHoeven

Fire Chief-City of Norton Shores Fire Dept. (contract)

City Attorney-John Schrier/Parmenter Law

This item was included in the consent agenda and passed.

2023-224

UNFINISHED BUSINESS

None

2023-225

NEW BUSINESS

9A. 2024 Meeting Dates

Council Member Cruz moved to approve the 2024 Meeting Schedule as presented.

This motion was supported by Council Member Goodman.

Roll Call: 7 Ayes, 0 Nays Motion Carries

9B. 2024 Commercial Property and Liability Insurance Coverage

Council Member Crossno moved to approve the coverage proposal for upcoming 2024 Year. This motion was supported by Mayor Pro-Tem Sutton.

Roll Call: 7 Ayes, 0 Nays Motion Carries

9C. 2024 Property Tax Poverty Exemption Policy Update

Council Member Burmeister moved to approve resolution 23-15 and the corresponding poverty tax exemption policy and guidelines as presented. This motion was supported by Council Member Cruz.

Roll Call: 7 Ayes, 0 Nays Motion Carries

9D. Updating Huntington Bank Account Signers

Mayor Langlois moved to approve the updating of the Huntington Bank signature cards to reflect approved account signers a City Manager Jared Olson, City Treasurer Kate Dibble, Mayor Aaron Langlois, and Mayor Pro Tem Michael Sutton. This motion was supported by Council Member Goodman.

Roll Call: 7 Ayes, 0 Nays Motion Carries

9E. MERS HCSP Employer/Employee Contribution Amendment

Council Member Cruz moved to approve the amended MERS HCSP Plan document as presented for all full-time employees effective for Fiscal Year 2024. This motion was supported by Mayor Langlois.

Roll Call: 7 Ayes, 0 Nays Motion Carries

2023-226

COUNCIL COMMENTS

Council Members shared comments.

2023-227

DEPARTMENT HEAD REPORTS

Department Heads shared comments.

2023-228

PUBLIC COMMENTS

None

2023-229

ADJOURNMENT

Mayor Pro Tem Sutton moved to adjourn the meeting at 7:07 p.m. This motion supported By Council Member Burmeister and carried unanimously.

Ann Wisniewski, City Clerk