

**City of Wayland
Council Proceedings
Monday, July 20, 2009**

Mayor Bala opened the meeting at 7:02 p.m.

1. PRELIMINARY

1.1 **Call to Order and Welcome by Mayor Bala.**

1.2 **PLEDGE OF ALLEGIANCE.** Bill Herman

1.3 **Roll Call** - Council Members Patrick, Hudson, Hamilton, Antel, Kobish, Maichele and Mayor Bala. All Present.

Others Present: City Manager Chris Yonker, Deputy City Manager/Finance Director Bhama Cairns, City Clerk Michelle Herman, Director of City Services Pierre Brazeau, Fire Chief Joe Miller, Police Chief Dan Miller, County Commissioner Don Black, Karen Gregersen, Ray Antel and Scott Corbin, Allegan County Emergency Management.

1.4 **Excuse absent Council: None All Present**

1.5 ***Approval of Meeting Agenda:**

2. CEREMONIAL ITEMS: Scott Corbin from Allegan County Emergency Management presented Wayland Fire Chief Joe Miller an award for the Wayland Fire Department.

3. CONSENT AGENDA:

3.1 Minutes of the Regular City Council Meeting held July 6, 2009. See Item 4.

3.2 Regular Invoice Register dated 7/16/2009 totaling \$38,355.41. See Item 4.

3.3 Capital Bond Fund Invoice Register: \$31,808.08.

3.4 Payroll Register # 106 dated 7/15/2009 totaling \$35,758.95.

3.5 Recurring Invoice Register dated 7/10/2009 totaling \$192.00. See Item 4.

A motion by Council Member Hudson, seconded by Council Member Patrick to approve the consent agenda items **3.3, and 3.4**, as presented.

All Yes. Passed unanimously.

4. CONSIDERATION OF ANY ITEMS REMOVED FROM THE CONSENT AGENDA:

3.1 Minutes of the Regular City Council Meeting held July 6, 2009. Corrections in item 1.5, 3.2 and 10.1 were noted.

3.2 Regular Invoice Register dated 7/16/2009 totaling \$38,355.41. Council Member Hudson and Council Member Patrick asked for more details several items listed in this Invoice Register.

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3.5 Recurring Invoice Register dated 7/10/2009 totaling \$192.00. Council Member Hudson asked how this transaction was submitted by using online payment.

Motion by Council Member Hudson, seconded by Council Member Hamilton to approve agenda Item 3.1, 3.2, and 3.5 removed from the Consent Items.

Passed unanimously.

5. BRIEF PUBLIC PARTICIPATION. None

6. PUBLIC HEARING – None

7. OLD BUSINESS: Reconsideration of Contractual Services for Payroll Processing.

Motion made by Council Member Patrick, seconded by Council Member Kobish to amend this agenda item for discussion. All Yes.

At this time Finance Director Cairns introduced Joe Rettig, Small Business Services Associate District Manager, representing ADP. Mr. Rettig reviewed the many services ADP provides small size business. ADP accepts all liability for the work performed for their clients. Services include direct deposit, tax filings, Employee Handbook template with the latest labor law provision, 24 hour Human Resource Assistance, W-2 and 1009's preparation to name a few. Ms. Cairns explained the need for proper internal controls, which are not currently available to the small staff at City Hall. Recent payroll mistakes cost the City legal fees and significant Administration time to correct. Contracting with ADP will improve the internal controls and will reduce future audit fees.

Motion made by Council Member Antel, with a second by Council Member Hamilton to bring this item back at the next City Council Meeting.

Passed unanimously.

8. NEW BUSINESS: None

9. BOARD AND COMMISSION APPOINTMENTS:

Mayor Bala presented the following citizens to fill vacancies on several Boards and Commissions.

Downtown Development Authority Appointment of Karen Gregersen

Tree Board Appointment of William Mauchmar

Planning Commission Appointment of Ann Kilmartin

Passed unanimously.

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10. REPORTS AND COMMUNICATIONS:

10.1 Announcements/Reports

- **City Manager** City Manager Yonker provided Council with an update on the West Superior Project. Mr. Yonker informed the Council a report from Consumer's Energy Street Light inventory was expected possibly Thursday.

Mr. Yonker asked the Council's blessing to attend the ICMC Manager's conference September 13 – 16, 2009. The ICMC has provided a \$200.00 debit card to each member to use for registration fees.

Motion made by Council Member Antel, with a second by Council Member Hamilton to approve the City Manager participation in the ICMC conference.

Passed unanimously.

- **City Clerk**
None
- **Finance Director**
None
- **Fire Chief**
- **Police Chief**
- **WUHS Student Representative. None until fall 2009.**

COUNCIL COMMENTS:

Council Member Antel asked when the next Multi-Government meeting is planned. Antel also mentioned the Concerts in the Park will be No Smoking and No Pets for the comfort and safety of the citizens.

Mrs. Antel also needs to replace two people on the Park Committee at this time.

Council Member Hudson asked if a date has been determined for the joint meeting with the DDA.

Council Member Patrick officially congratulated the DDA for being accepted in the Main Street Program.

MAYOR'S COMMENTS:

Metro Health Open House is July 22; all Council Members are invited to attend.

EXTENDED CITIZENS COMMENTS: None

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ADJOURNMENT:

Mayor Bala - Adjourned the meeting at 8:38 pm.

Respectfully submitted,

Michelle Herman, City Clerk

Tim Bala, Mayor