



CITY COUNCIL PACKET
MONDAY, JULY 6, 2009

Prepared By:
Franklin Peterson, City Manager
Kris Vogel, Clerk
Donna Carnell, Deputy Clerk



**CITY COUNCIL
REGULAR MEETING OF
MONDAY, JULY 6, 2009, 7:30 P.M.
AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL: Mayor Anderson, Council Members Agne, Burdett, Eib, Good, Hinton, and Whitfield.
- IV. APPROVAL OF MINUTES
 - A. Regular Meeting of June 29, 2009
- V. REPORTS
 - A. City Manager – *Franklin Peterson*
 - 1. Adopt – Personnel Policies (res. #26-09)
 - 2. Approve – Business License (res. #27-09)
 - 3. Reappoint – AMSA Construction Board of Appeals Members (res. #28-09)
 - 4. Bills In Line
- VI. COUNCIL COMMENTS
- VII. CITIZEN COMMENTS
- VIII. ADJOURNMENT

NEXT MEETING: Monday, July 20, 2009
NEXT RESOLUTION: 29-09
NEXT PROCLAMATION: 07-09
NEXT ORDINANCE: 03-09

**MINUTES OF THE REGULAR MEETING OF
THE COUNCIL OF THE CITY OF SPRINGFIELD
JUNE 29, 2009**

I. CALL TO ORDER

Mayor Anderson called the regular meeting of the Council of the City of Springfield to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor Anderson led the pledge of allegiance.

III. ROLL CALL

Present: Council Members Agne, Burdett, Eib, Good, Hinton, Whitfield, and Mayor Anderson.

Also Present: Frank Peterson – City Manager, Jeannine Turner – Finance Director, and Kris Vogel – City Clerk.

IV. APPROVAL OF MINUTES

It was moved by Hinton, seconded by Good and unanimous that the minutes of the June 1, 2009, regular meeting be approved subject to additions and corrections.

VII. REPORTS

A. Building/Code Enforcement Departments – May (C. Childers/S.Kohs/D. Carnell)
Mayor Anderson asked if there were any questions regarding the Building/Code Enforcement Department reports presented. Being none, the report will be filed as presented.

B. Public Works Department – May (T. Matson)
Mayor Anderson asked if there were any questions regarding the Public Works Department report presented by Tom Matson, Director of Public Works. Being none, the report will be filed as presented.

C. City Manager – *Franklin Peterson*

1. Approve FY 08/09 Budget Amendments

City Manager Peterson stated this resolution will approve the FY 08/09 budget amendments.

Resolution #20-09:

It was moved by Burdett and seconded by Eib that the following resolution be adopted:

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to amend the FY 08/09 Fourth Quarter Budget as submitted and attached.

All ayes. Resolution adopted.

2. Authorize – BCATS FY 2010 Local Funding

City Manager Peterson stated this resolution will authorize BCATS FY 2010 local funding.

Resolution #21-09

It was moved by Whitfield and seconded by Agne that the following resolution be adopted (a complete copy of the resolution is on file in the City Clerk's office):

WHEREAS, the urban transportation planning regulations, implementing sections of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), require that each urbanized area, as a condition of receipt of Federal capital or operating assistance, have a continuing, cooperative, and comprehensive urban transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, it has been determined that the total local share requirements for the operation of the Battle Creek Area Transportation Study's work program for 2010 will be \$47,851 (including audit contributions).

NOW, THEREFORE BE IT RESOLVED, the City of Springfield agrees to participate in the funding of the local share costs of the Battle Creek Area Transportation Study's work program for fiscal year 2010 (October 1, 2009 - September 30, 2010) by providing 5.6% of the local match required for Study costs (including the audit).

BE IT FURTHER RESOLVED, the total local contribution for the City of Springfield for FY 2010 will be \$2,515.

BE IT FURTHER RESOLVED, the City of Springfield agrees to submit to the Battle Creek Area Transportation Study office (601 Avenue A, Springfield, MI 49037 RE: Fund No. 2321) payment of local match share no later than January 1, 2010; or the City of Springfield shall have the option of making the payment in two (2) equal installments by January 1, 2010 and April 1, 2010, respectively, if so arranged in advance.

BE IT FURTHER RESOLVED, the City of Springfield agrees this resolution becomes effective at such time as all other local Study participants providing financial support pass resolutions of financial commitment in the proportion and manner described in this resolution.

All ayes. Resolution adopted.

3. Authorize – Change to Filing Deadline for Nominating Petitions

City Manager Peterson noted this resolution will authorize a change to the filing deadline for nominating petitions for the November, 2009 general election.

City Clerk Vogel indicated that currently our Charter indicates the filing deadline for petitions is the fourth Saturday prior to the election and that is too close to the date of the election to have absentee ballots available. The County has requested we follow the

timelines of State election law. In addition, there is a statute in election law that allows by the passage of resolution for a City to change the filing deadline to be more workable. This resolution will make the deadline the 12th Tuesday prior to the election; therefore nominating petitions will be due by 4:00 p.m. on August 11th.

Resolution #22-09

It was moved by Agne and seconded by Whitfield that the following resolution be adopted:

WHEREAS, City Charter provisions established candidate filing deadlines less than 12 weeks prior to the date of the regular City election; and

WHEREAS, adhering to the prescribed deadlines make it difficult to ensure that absent voter ballots will be available in a timely manner; and

WHEREAS, it is recommended that those responsible for administering a City election make note of the following statutes; and

WHEREAS, MCL 168.644e provides that the filing deadline for candidates seeking office in a city and find the filing deadline provided by Charter is unworkable, the deadline can be easily adjusted via the passage of a resolution; and

WHEREAS, the authority to adopt such a resolution is provided under MCL 117.3b(3); and

WHEREAS, nominating petitions for City Council offices are to be filed by 4:00 p.m. on the twelfth Tuesday prior to the odd year city general election

WHEREAS, this resolution supersedes the City Charter which reflects that nominating petitions are due on the 4th Saturday prior to the regular City election.

NOW, THEREFORE, BE IT RESOLVED that the City of Springfield resolves in keeping filing deadlines consistent with the State Bureau of Elections; and will remain consistent by making nominating petitions for City Council offices be filed with the City Clerk's office by 4:00 p.m. on the twelfth Tuesday prior to the regular City election beginning with the City election in November 2009.

All ayes. Resolution adopted.

4. Accept – AFSCME Contract

City Manager Peterson indicated this resolution will accept the AFSCME Contract with the Public Works Department.

Resolution #23-09

It was moved by Eib and seconded by Burdett that the following resolution be adopted:

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to authorize the City Manager and Mayor to execute the attached collective bargaining agreement with the

AFSCME Union of the City of Springfield Department of Public Works Department; said agreement effective July 1, 2009, through June 30, 2014.

All ayes. Resolution adopted.

5. Authorize – MERS Benefit Change

City Manager Peterson stated this resolution will authorize the MERS benefit change for the members of the AFSCME Union.

Resolution #24-09

It was moved by Good and seconded by Eib that the following resolution be adopted (a complete copy of the resolution is on file in the City Clerk's office):

RESOLUTION FOR CHANGING MERS BENEFITS

In accordance with the MERS Plan Document of 1996, the City of Springfield, Municipality Number 1303, adopts the following benefits for: AFSCME (01)

Supporting Supplemental Valuation is dated June 2, 2009

Benefit Multiplier from 2.00% to 2.25%, effective January 1, 2010.

All ayes. Resolution adopted.

6. Approve – Business Licenses

City Manager Peterson noted this resolution will approve business licenses.

Resolution #25-09

It was moved by Hinton and seconded by Good that the following resolution be adopted.

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD that the following business licenses are hereby approved; said licenses to expire June 30, 2010:

New or Used Car Dealership

Henkel Chrysler Jeep, Inc.
Sunshine Toyota, Inc.
Battle Creek Honda
Express Auto of Battle Creek, Inc.
Bedford Top Quality Auto & RV
Airway Auto Parts, Inc.
Cook Sales and Service
Tri State Used Cars
Lakeview Auto Sales
Royal Autotec, Inc.

1275 W. Dickman Road
1381 W. Dickman Road
1385 W. Dickman Road
2000 W. Dickman Road
2020 W. Dickman Road
3500 W. Dickman Road
817 W. Michigan Avenue
820 W. Michigan Avenue
2637 W. Dickman Road
196 N. 20th Street

Junk and Secondhand Dealer

Airway Auto Parts, Inc.
Lafayette Auto Parts

3500 W. Dickman Road
890 Lafayette Street

Collecting Commercial & Industrial Solid Waste

Best Way Disposal, Inc.	2314 Miller Road, Kalamazoo
Sunny Bay Disposal Service	3774 W. Michigan Avenue, Battle Creek
Republic Services, Inc. dba Reliable Disposal	14800 P Drive North, Marshall
Knight Transport Services	P.O. Box 365, Zeeland

Collecting Commercial, Industrial & Residential Solid Waste

Waste Management of Michigan - Southwest	4547 Wayne Road
--	-----------------

Recycling Center

Waste Management of Michigan - Southwest	4547 Wayne Road
Airway Auto Parts, Inc.	3500 W. Dickman Road
Lafayette Auto Parts	890 Lafayette Street

All ayes. Resolution adopted.

7. Introduce – Income Tax Personal Dependency Exemption Amounts
City Manager Peterson stated this ordinance would adjust the income tax personal dependency exemption amounts.

Ordinance #02-09

It was moved by Burdett and seconded by Good that the following ordinance be introduced by title only:

AN ORDINANCE TO AMEND CERTAIN SECTIONS OF THE CODE OF ORDINANCES, CITY OF SPRINGFIELD, MICHIGAN WITH RESPECT TO THE INCOME TAX PERSONAL AND DEPENDENCY EXEMPTION AMOUNT.

Council Member Burdett requested that additional information be forwarded to Council Members in order for them to be able to act on this ordinance.

Council Member Whitfield stated he doesn't feel this type of change in our income tax exemption is appropriate at this time with the way the economy is.

Finance Director Turner indicated this change was recommended administratively in order to be consistent with the City of Battle Creek. Finance Director Turner indicated that this change would only collect approximately \$20,000 additional revenue. Finance Director Turner added that there are only three cities in the State of Michigan with exemptions greater than \$750, with Springfield being one of them.

Council Member Hinton indicated she feels this will clear up the questions as to why the exemptions are different between Battle Creek and Springfield.

Ayes: Council Members Agne, Burdett, Eib, Good and Hinton.
Council Member Whitfield and Mayor Anderson.
Ordinance introduced.

8. Bills In Line

It was moved by Good, seconded by Whitfield and unanimously approved that the checks be drawn from the various accounts and the bills be paid.

VIII. COUNCIL COMMENTS

City Manager Peterson thanked all the area business who came out to the business expo.

City Clerk Vogel stated this past Saturday was our second annual health fair and it went very well.

City Clerk Vogel noted the deadline for voter registration for the August 4th election is July 7th; voter registration can be done at City Hall or the Secretary of State's office. In addition, for the August election all electors will be voting at City Hall; a postcard will go out in the mail notifying all electors residing in precinct #1.

City Clerk Vogel noted there is also an election on November 3rd, with three Council members' terms expiring in November, 2009. Nominating petitions are now available and can be picked up in the Clerk's office. The petitions are due back August 11th.

Council Member Agne reminded everyone to be cautious with their fireworks over the 4th of July holiday.

Council Member Burdett wished everyone a safe and happy 4th of July!

Mayor Anderson thanked Mayor Pro-tem Burdett for filling in for her at the June 1, 2009 meeting. She also thanked City Manager Peterson for getting the union contracts negotiated in a timely manner.

IX. CITIZENS COMMENTS

Mr. Art Hollingsworth, 114 Wellworth, encouraged the Council that if they do pass the ordinance to change the income tax exemption that they might want to consider publicizing it as much as possible to decrease any resentment from residents.

X. ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

Kris Vogel, MMC
City Clerk

Susan L. Anderson, Mayor



Manager's Report

July 6, 2009

Action Items:

Adopt Changes to the Personnel Policy (Res #26-09)

This Resolution will approve the attached Personnel Policy. The following changes are incorporated:

1. Buyouts for retirees that do not accept the retiree health insurance.
2. Addition of Veteran's Day in exchange for personal time on Friday/Saturday holidays.
3. Reduction in initial size of the long-term sick bank for new employees.
4. Employee share of healthcare is rising from \$12 per month to \$15 per month.
5. Medicare eligible non-union employees will now receive a monthly stipend to purchase Medicare Supplemental Insurance in lieu of continuing on the City's health insurance plan.

Approval of Business License (Res #27-09)

This will approve a business license for Caudill Recycling.

Reappoint AMSA Construction Board of Appeals Members (Res #28-09)

This Resolution will reappoint members to the AMSA Construction Board of Appeals. These members were recommended by the full AMSA Board.

Bills in line

I recommend the bills for approval.

Informational Items:

1. Coffee with Kate is planned for July 11th from 9a to 10a at the Farmers Market. This is a great opportunity to talk with Kate about any issues you have.
2. Newsletters are going out next week.
3. The Community Potluck is Saturday, July 18th. Check out the newsletter for more information.
4. I'll be out of the office for a Conference July 27 through 30.
5. We have been awarded an EPA Assessment Grant to do an environmental assessment at 84 Lumber to determine the property's eligibility for Brownfield status. Getting this out of the way is the first hurdle in getting the property redeveloped.
6. We are applying for grant dollars to exchange many of our street lights with LED bulbs. This could significantly reduce the \$90,000+ that we annually expense on street lighting.

- B. Paid hospitalization insurance with co-pays as indicated in section 5.01.
- C. Term life insurance at \$50,000 while employed.
- D. Compensation
A review of the compensation package will be conducted annually and increases will be recommended to the Council at budget time.

E. Retirement

MERS plan B-4 shall be the retirement plan with the exception that the Director of Public Safety may opt to use the Public Safety Plan. The City will offer the opportunity to participate in a deferred compensation plan.

Department Head and his/her spouse are eligible to participate in the City's retiree healthcare plan as per the following guidelines:

- i. The Department Head must meet the City's general eligibility requirements for retiree health care and must have served a minimum of five years as a Department Head.
- ii. The premium amount paid by the City shall be capped at the Employer portion of the rates in effect on the last day of the retiree's active fulltime employment.
- iii. In the event that the annual premium amount rises above the capped amount, the City will pay the entire premium directly to the health insurance provider and invoice the retiree for his/her portion of the premium.
- iv. Spousal coverage applies only to the spouse of record on the date of retirement. Spousal insurance shall terminate upon divorce or death of the retiree.
- v. The retiree may also include his/her dependent children (under the age of 19 years) provided the retiree pays the premium amounts for such dependent so covered.
- vi. Group health insurance shall cease upon the retiree obtaining employment that provides its own health care plan. Group health insurance will only become available at such time that the retiree's other health insurance plan is no longer available. Additional insurance opt out terms are as outlined in Section 5.01d.
- vii. At the time the retiree is eligible to enroll in Medicare (as provided by Federal law), he/she shall enroll in Medicare, with the group insurance becoming supplemental to Medicare. The City will pay the premium for the supplement subject to the respective retiree's capped premium rate.
- viii. Department Head Retirees who do not wish to participate in the group health insurance plan may decline to join at the time of their retirement and receive a one-time payout from the City of Springfield in the amount of forty thousand dollars (\$40,000.00). There are no reinstatement rights if such coverage is declined and payment is made.

2.05 - Medical Examinations

As part of the City of Springfield's employment procedures, an applicant is required to undergo a pre-employment medical examination that is conducted by a physician designated by the City. Any offer of employment that an applicant receives from the City of Springfield is contingent upon, among other things, satisfactory completion of this examination and a determination by the City and its examining physicians that the applicant is capable of performing the responsibilities of the position that has been offered.

As a condition of continued employment, employees may also be required to undergo periodic medical examinations at times to be specified by the City. In connection with these examinations, employees are

* The percentage is applied to the employee's actual base wage or salary earned as of the end of the fiscal year (June 30th) immediately preceding longevity eligibility. Payment will be made the first payday in December.

Employees who are eligible for longevity bonus payments and who retire on a service or disability retirement basis, shall be paid longevity on a prorated basis. Such prorated payment shall be based on the number of calendar months of the full-time service credited to an employee from the preceding December pay period payment to the time of retirement.

3.07 Termination Pay

All regular full-time and part-time employees who leave the City's service by retirement, death, discharge or resignation shall receive pay for unused and accrued vacation, earned salary and pro-rated longevity if eligible under the terms of these Personnel Policies. Termination pay will be paid to the employee or designated beneficiary. If the employee is eligible for a return of pension funds paid, refunds will be made, upon application, and in accordance with the applicable provisions of the law governing the pension program.

Chapter IV **Leaves of Absence**

4.01 - General

1. All leaves are to be requested by employees in writing and routed through the chain of command to the City Manager.
2. All Department Heads are required to record any absences from duty of their employees on the payroll sheet.
3. All employees must report their absence from scheduled work before the start of their normal work shift promptly to their Department Head. All Department Heads shall report their absences from work to the City Manager.

4.02 - Holidays

Official City observed holidays presently are:

New Year's Day, President's Day (Mon), Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, **Veterans Day**, Thanksgiving (Thursday and Friday), Christmas Eve Day and Christmas Day, and New Year's Eve Day.

To be eligible for holiday pay, an employee must be a regular full-time employee as of the date of such holiday and must not call in sick on the day before or the day after the designated holiday.

When a holiday falls on a Friday or Saturday, said holiday shall be observed on the exact date of the holiday. When a holiday falls on a Sunday, the following Monday shall be the authorized day off. In case of conflict with this schedule, holidays will be set by the City Manager.

4.06 - Long-Term Sick Leave

The benefits of this section are available only for the personal illness or maternity leave of an eligible employee.

Regular full-time employees shall become eligible for long-term sick leave after completion of twelve (12) months of service. Such long-term sick leave shall be for illness or injury of four (4) or more consecutive days. To be eligible, an employee must present to his/her Department Head a doctor's certification that the employee is under the doctor's care and unable to perform his/her work responsibilities due to a non-work related illness or injury.

Employees that become eligible for long-term sick leave on or after July 1, 2009 shall have an initial bank of four hundred (400) hours. Eligible employees may have a maximum of nine hundred sixty (960) hours of leave in their long-term sick bank at any one time.

In the event the employee's long-term sick bank contains less than nine hundred sixty (960) hours, the employee may replenish the sick bank with any unused short term sick time or personal leave time, up to a cap of nine hundred sixty (960) hours. For each hour of unused short-term sick and personal time added to the long term sick bank, 1.5 hours shall be credited to the bank.

The City reserves the right to request a complete physical examination by a physician selected by the City before granting a sick or accident leave claim and/or before permitting the employee to return to work. The City may require periodic doctor certification of the continuing need for sick or accident leave. Sickness and accident benefits will not be paid for any day for which an employee receives holiday pay.

4.07 - Reserved.

4.08 - Military Leave

The reinstatement rights of any employee who enters the military service of the United States by reasons of Act or Law enacted by the Congress of the United States, or who may voluntarily enlist during the effective period of such law, shall be determined in accordance with the provisions of the law granting such rights. Regular full-time employees who are members with active status in an armed forces reserve unit shall, at their request and upon presentation of their official order to their Department Head, be granted military leave when called to active duty for a period not to exceed two (2) weeks annually. Such military leave shall not be charged to earned vacation and, in addition, the employee shall be compensated by the City in an amount equal to the difference between his normal pay for a period not to exceed two (2) weeks of such leave, provided the military pay is less and the employee furnishes adequate proof to the Finance Director of his pay for such military duty. This provision also covers call-up for special duty to protect citizens (e.g., riot duty).

4.09 - Jury Duty Leave

Regular full-time employees shall be granted leaves of absence for required jury duty. Pay for such leaves shall not exceed twenty (20) days in any twelve (12) consecutive month period unless the City Manager, at his/her discretion, extends this time. Such employees shall be paid their regular compensation for such period. Jury duty pay and fees, exclusive of travel pay, if any, shall be remitted by the employee to the City. The time spent on jury duty shall not be counted as time worked in computing overtime eligibility.

An employee excused from jury duty during regular working hours shall report to his supervisor immediately. Failure to report shall be considered grounds for disciplinary action.

5.01b – Health Insurance Costs and Reimbursements

Effective July 8, 2009, employees will contribute \$15.00 per week toward the hospitalization portion of health care. Employees will pay 100% of the cost for dental and vision coverage.

5.01c – Health Insurance Deferral Payments

Active employees who have access to insurance through another means may decline to participate in the City’s health insurance plan (proof of coverage is required). In lieu of receiving health insurance benefits from the City, employees who decline to receive the benefits will be compensated per the following schedule:

Insurance Eligibility	Insurance Acceptance	Weekly Compensation	Total Annual Compensation
Single Person	None	\$50.00	\$2,600.00
Employee and Spouse	None	\$100.00	\$5,200.00
Employee and Children	None	\$100.00	\$5,200.00
Employee and Family	None	\$125.00	\$6,500.00

Employees that have access to another health insurance provider for members of their family that would otherwise be included in the City’s health insurance program may decline coverage for all of those family members and continue have access to the City’s policy as a single person. Employees who elect to participate in this partial deferral will be compensated per the following schedule:

Insurance Eligibility	Insurance Acceptance	Weekly Compensation	Total Annual Compensation
Employee and Spouse	Single Person	\$50.00	\$2,600.00
Employee and Family	Single Person	\$75.00	\$3,900.00
Employee and Family	Single Parent	\$50.00	\$2,600.00

All deferral payments will be made weekly, and may be subject to federal, state, and/or local income taxes.

5.01d – Retiree Health Insurance

The City agrees to allow eligible retired employees covered by these policies to continue in the City's group health insurance plan. The City shall pay the full premium for the retiree as a single person, subject to the following provisions:

1. The premium amount paid by the City shall be capped at the Employer portion of the rates in effect on the last day of the retiree’s active fulltime employment.
2. In the event that the annual premium amount rises above the capped amount, the City will pay the entire premium directly to the health insurance provider and invoice the retiree for his/her portion of the premium.
3. The retiree may also include his/her spouse and dependent children (under the age of 19 years) provided the retiree pays the premium amounts for such spouse and dependent so covered.
4. Group health insurance shall cease upon the retiree obtaining employment that provides its own health care plan.
5. At the time the retiree is eligible to enroll in Medicare (as provided by Federal law), he/she shall enroll in Medicare, and the City will provide two hundred dollars (\$200) per month for the purchase of supplemental insurance in lieu of continuance on the City’s group health insurance plan.

Retirees who do not wish to participate in the group health insurance plan may decline to join at the time of their retirement and receive a one-time payout from the City of Springfield in the amount of **twenty thousand dollars (\$20,000.00)**. There are no reinstatement rights if such coverage is declined and payment is made.

Retirees who have access to another health insurance program and do not wish to participate in the group health insurance plan, may opt out of the plan at anytime, with the understanding that they may only opt back in to the plan if their other insurance program is no longer available. At that time, the City will pay the premium for the health insurance plan subject to the respective retiree's cap premium rate provided for above.

5.02 - Life Insurance

The City of Springfield shall maintain a life insurance program, \$15,000 for all full-time regular employees and \$50,000 for department heads as covered by these policies. Information pertaining to this plan shall be available to all such employees from the City Manager. For all eligible employees who retire under MERS, the Police and Fire Pension, or the ICMA Deferred Compensation Plan after December 1, 1978, the City shall carry a five thousand dollar (\$5,000.00) life insurance policy. Information pertaining to this plan shall be available to all employees from the City Manager. People hired after January 5, 2004 shall not be granted life insurance upon retirement.

5.03 - Pension Plan

The City of Springfield is a member of the Michigan Municipal Employees Retirement System (MERS). Information pertaining to such pension plan and the benefits and options available to all employees so eligible may be obtained from the City Manager. General employees are covered under the B-2 plan at no cost to the employee. Department Heads are covered under the B-4 plan. (See Dept Heads) The Employee may participate in the Employer's Deferred Compensation plan.

5.04 - Workers' Compensation

Employees injured on the job and eligible for Workers' Compensation benefits shall be paid their regular salary, exclusive of overtime, for a period not to exceed thirty nine (39) weeks. Such employee shall, for the same period of time, remit to the City Treasurer all Workers' Compensation checks as received.

In the event an employee receives sick leave compensation for an injury or illness and subsequently such employee is awarded Workers' Compensation for the same period of time, the employee shall reimburse the City for such amounts received as sick leave pay and the City shall credit the employee's sick leave account with the number of days so used as sick leave. Under no circumstances shall an employee receive greater compensation while disabled than he would have received while working. (Per Meadowbrook insurance: days 1-7 no worker comp payments, 8-14 worker comp payments from day 8, from day 15 worker comp is paid retroactively to day 1.)

5.05 - Travel and Other Official Expenditures

Employees who use their own car for official City business shall be reimbursed for mileage at the current IRS rate of reimbursement.

City employees may, in the best interest of the City and subject to the approval of Department Heads and the City Manager, attend meetings, seminars and/or conferences. Reimbursements for costs associated with attending, shall be approved, in advance, by the Department Head and City Manager.



July 6, 2009

R E S O L U T I O N

No. 26-09

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to revise the personnel policies to reflect the changes as presented and highlighted in the City Manager's memo.

MOVED: _____

SECONDED: _____



July 6, 2009

RESOLUTION

No. 27-09

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD that the following
business license is hereby approved; said license to expire June 30, 2010:

Recycling Center

Caudill Recycling

75 N. 14th Street

MOVED: _____

SECONDED: _____



July 6, 2009

R E S O L U T I O N

No. 28-09

RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD that the Area Metropolitan Services Agency (AMSA) Board recommended at its June 30, 2009, meeting that the following persons be reappointed to the AMSA Construction Board of Appeals:

<u>NAME</u>	<u>ADDRESS</u>	<u>TERM EXPIRING</u>
Jeff Hodgson	165 Grove	7-12-15
Todd Johnson	149 Richmond	7-12-14

The AMSA Council also recommended at its June 30, 2009, meeting that the following persons be appointed to the AMSA Construction Board of Appeals as Alternates.

<u>NAME</u>	<u>ADDRESS</u>	<u>TERM EXPIRING</u>
Darrel Swanson	317 E. Columbia	7-12-14
Darrell Burke	750 Capital Avenue N.E.	7-12-14
David Farmer	77 E. Michigan	7-12-14

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to hereby affirm the reappointment of the above listed individuals to the AMSA Construction Board of Appeals as recommended by the Area Metropolitan Services Agency and pursuant to the State Construction Code Act, 1972 PA 230.

MOVED: _____

SECONDED: _____

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 06/28/09 THRU 07/04/09

GL Number	Inv. Line Desc	Vendor	Amount
Fund 101 GENERAL FUND			
Dept 000			
101-000-079.03	DUE FR FED GOV - COBRA REIMB	MERS PREMIER HEALTH	622.17
101-000-231.09	DUE TO MERS-EMPLOYER CONTRIBUTION	MUNICIPAL EMPLOYEES RETIREMENT	12,590.51
101-000-231.10	DUE TO MERS-EMPLOYEE CONTRIBUTION	MUNICIPAL EMPLOYEES RETIREMENT	5,905.67
101-000-231.61	DUE TO 125 PLAN-PAYROLL	AMERICAN FIDELITY ASSURANCE CO	270.83
Total for Dept 000 :			19,389.18
Dept 210 CITY ATTORNEY			
101-210-801.05	LEGAL FEES	MUMFORD SCHUBEL NORLANDER	273.00
Total for Dept 210 CITY ATTORNEY:			273.00
Dept 253 FINANCE/TREASURY			
101-253-716.21	MEDICAL INSURANCE STIPEND	MICHAEL MILESKI	100.00
101-253-718.00	MERS-EMPLOYER CONTRIBUTION	MUNICIPAL EMPLOYEES RETIREMENT	(0.03)
101-253-718.40	125 PLAN RISK/ADMIN FEE	AMERICAN FIDELITY ASSURANCE CO	15.00
101-253-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	67.78
101-253-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	9.90
101-253-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	3.30
101-253-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	9.90
101-253-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	48.00
Total for Dept 253 FINANCE/TREASURY:			253.85
Dept 260 CITY CLERK			
101-260-727.10	PUBLICATIONS	BATTLE CREEK ENQUIRER	190.02
101-260-860.91	MEALS	PETTY CASH	48.49
101-260-930.22	COPY MACHINE MAINTENANCE	ADAMS REMCO INC	1,812.24
Total for Dept 260 CITY CLERK:			2,050.75
Dept 276 CEMETERY & PARKS			
101-276-775.00	REPAIR & MAINT SUPPLIES	CONSUMERS CONCRETE CORPORATION	35.00
Total for Dept 276 CEMETERY & PARKS:			35.00
Dept 345 PUBLIC SAFETY DEPT			
101-345-850.10	TELEPHONE	ALLTEL	69.98
101-345-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	43.45
101-345-930.05	BUILDING MAINTENANCE	R & M LOCK SHOP	62.50
101-345-930.20	OFFICE EQUIPMENT/MAINTENANCE	CORNERSTONE OFFICE SYSTEMS	49.53
101-345-956.10	TRAINING & EDUCATION	SCOTT FURGASON	324.00
101-345-956.20	ACT 302 TRAINING	KELLOGG COMMUNITY COLLEGE	100.00
101-345-970.41	CAPITAL OUTLAY-COMP HARDWARE	NEXTEL COMMUNICATIONS	236.20
Total for Dept 345 PUBLIC SAFETY DEPT:			885.66
Dept 441 PUBLIC WORKS DEPARTMENT			
101-441-722.10	UNIFORMS	G & K SERVICES	28.50
Total for Dept 441 PUBLIC WORKS DEPARTMENT:			28.50
Total for Fund 101 GENERAL FUND:			22,915.94

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 06/28/09 THRU 07/04/09

GL Number	Inv. Line Desc	Vendor	Amount
Fund 202 MAJOR STREET FUND			
Dept 451 CONSTRUCTION			
202-451-861.00	NONMOTORIZED IMPROVEMENTS	HUNTER-PRELL CO	4,662.00
Total for Dept 451 CONSTRUCTION:			4,662.00
Total for Fund 202 MAJOR STREET FUND:			4,662.00
Fund 203 LOCAL STREET FUND			
Dept 474 TRAFFIC SERVICE MAINTENANCE			
203-474-775.75	TRAFFIC SERV MAINT MATERIAL	D-K FENCE CO INC	17.85
Total for Dept 474 TRAFFIC SERVICE MAINTENANCE:			17.85
Total for Fund 203 LOCAL STREET FUND:			17.85
Fund 211 INCOME TAX FUND			
Dept 000			
211-000-231.09	DUE TO MERS-EMPLOYER CONTRIBUTION	MUNICIPAL EMPLOYEES RETIREMENT	644.09
211-000-231.61	DUE TO AMERICAN FIDELITY-125 PLAN	AMERICAN FIDELITY ASSURANCE CO	229.66
Total for Dept 000 :			873.75
Dept 202 INCOME TAX ADMINISTRATION			
211-202-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	26.74
Total for Dept 202 INCOME TAX ADMINISTRATION:			26.74
Total for Fund 211 INCOME TAX FUND:			900.49
Fund 265 DRUG LAW ENFORCEMENT FUND			
Dept 536 OPERATING EXPENSES			
265-536-710.00	CANINE PROGRAM	DOG ZONE	215.00
Total for Dept 536 OPERATING EXPENSES:			215.00
Total for Fund 265 DRUG LAW ENFORCEMENT FUND:			215.00
Fund 549 BUILDING CODE ENFORCEMENT FUND			
Dept 000			
549-000-676.07	CELL PHONE REIMB	DAVID CUNNINGHAM	(22.40)
549-000-676.07	CELL PHONE REIMB	STEVE BULLER	(0.20)
549-000-676.07	CELL PHONE REIMB	TODD BISHOP	(377.68)
Total for Dept 000 :			(400.28)

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 06/28/09 THRU 07/04/09

GL Number	Inv. Line Desc	Vendor	Amount
Dept 371 INSPECTION DEPARTMENT			
549-371-706.10	ELECTRICAL INSPECTOR	DAVID CUNNINGHAM	171.99
549-371-706.20	PLUMBING INSPECTOR	TODD BISHOP	512.00
549-371-706.30	MECHANICAL INSPECTOR	STEVE BULLER	61.33
549-371-706.40	BUILDING INSPECTOR	STEVE BULLER	586.19
549-371-850.10	TELEPHONE	DONNA CARNELL	62.04
549-371-850.10	TELEPHONE	DONNA CARNELL	40.00
549-371-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	149.10

Total for Dept 371 INSPECTION DEPARTMENT: 1,582.65

Total for Fund 549 BLDG CODE ENFORCEMENT FUND: 1,182.37

Fund 590 SEWER FUND

Dept 442 OPERATING EXPENSES

590-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	249.10
590-442-900.00	PRINTING	ALLEGRA PRINT & IMAGING	64.66

Total for Dept 442 OPERATING EXPENSES: 313.76

Total for Fund 590 SEWER FUND: 313.76

Fund 591 WATER FUND

Dept 442 OPERATING EXPENSES

591-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	249.10
591-442-775.00	REPAIR & MAINT SUPPLIES	ETNA SUPPLY COMPANY	118.81
591-442-775.00	REPAIR & MAINT SUPPLIES	ETNA SUPPLY COMPANY	150.05
591-442-801.00	CONTRACTUAL SERVICES	HUNTER-PRELL CO	9,713.90
591-442-900.00	PRINTING	ALLEGRA PRINT & IMAGING	64.66
591-442-956.00	MISCELLANEOUS EXPENSES	FLASH SANITATION INC	83.00
591-442-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	8.80

Total for Dept 442 OPERATING EXPENSES: 10,388.32

Total for Fund 591 WATER FUND: 10,388.32

Fund 596 REFUSE FUND

Dept 442 OPERATING EXPENSES

596-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	249.10
596-442-801.35	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT MI- SOUTHWEST	13,166.32
596-442-900.00	PRINTING	ALLEGRA PRINT & IMAGING	64.65

Total for Dept 442 OPERATING EXPENSES: 13,480.07

Total for Fund 596 REFUSE FUND: 13,480.07

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 06/28/09 THRU 07/04/09

GL Number	Inv. Line Desc	Vendor	Amount
Fund 661 VEHICLE FUND			
Dept 345 PUBLIC SAFETY DEPT			
661-345-930.09	VEHICLE MAINTENANCE	AUTO-WARES INC	10.52
Total for Dept 345 PUBLIC SAFETY DEPT:			10.52
Dept 441 PUBLIC WORKS DEPARTMENT			
661-441-775.00	REPAIR & MAINT SUPPLIES	FASTENAL COMPANY	13.46
Total for Dept 441 PUBLIC WORKS DEPARTMENT:			13.46
Total for Fund 661 VEHICLE FUND:			23.98
 Fund Totals:			
Fund 101 GENERAL FUND			22,915.94
Fund 202 MAJOR STREET FUND			4,662.00
Fund 203 LOCAL STREET FUND			17.85
Fund 211 INCOME TAX FUND			900.49
Fund 265 DRUG LAW ENFORCEMENT FUND			215.00
Fund 549 BUILDING CODE ENFORCEMENT FUND			1,182.37
Fund 590 SEWER FUND			313.76
Fund 591 WATER FUND			10,388.32
Fund 596 REFUSE FUND			13,480.07
Fund 661 VEHICLE FUND			23.98
Total - All Funds			54,099.78

LAKESHORE
Home Health Care Services, Inc.
71 South 20th Street
Suite 120
Battle Creek, Michigan 49015



Kathy Drain
Marketing Director

Phone: 269 965 2000 Ext 110
Fax: 269 965 9171
kathy@lakeshorehhc.com
<http://www.lakeshorehhc.com>

Dear Kris:

Thank you for including
Lakeshore H.H.C. in Health Fair
Saturday @ the Farmer's Market.
It was a very nice day and
an exciting opportunity to Market
our services.

Sincerest Regards,
Kathy Drain