



225 S Camburn St  
Stanton, MI, 48888  
Phone (989) 831.4440  
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[www.StantonOnline.com](http://www.StantonOnline.com)

**STANTON CITY COMMISSION**  
**Regular Meeting Agenda**  
**November 10, 2020**  
**7:00 PM**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call:**

Mayor Lori Williams

Mayor Pro Tem

Vladimir Edelman

Commissioner Jane Basom

Commissioner Ray Holloway

Commissioner Tamara Kuhn

Commissioner Michael Mazzola

Commissioner Charles Miel

**4. Approval of Agenda**

**5. Public Comments and/or Questions** (Public Comments shall be limited to 3 minutes per person. A person wishing to address the Commission shall state their name and address for the official record. The Commission may at their discretion respond to comments and/or questions after all have been received.)

**6. Standing Items**

- a. Approval of commission meeting minutes of October 27, 2020
- b. Approval of bill payments for the month of November in the total amount of \$26,730.57.

**7. Monthly Reports**

- a. Stanton Police Department
- b. Stanton Public Works
- c. Clerk/Treasurer Report
- d. City Manager

**8. New Business**

- a. Consideration by City Commission to approve Prein & Newhoff proposal for Scope of Services for Veterans Park.
- b. Consideration by City Commission to amend the Certified Resolution CDBR IR Grant 2020 to include Mayor in the absence of a City Manager.
- c. Consideration by the City Commission to pay of Mayor Williams for Interim City Manager duties.

**9. Committee Reports**

**10. Public Comments**

**11. Commission Comments**

**12. Adjournment**

**City of Stanton  
Regular Meeting Minutes  
October 27, 2020**

1. **Call to Order: Pledge of Allegiance** – The City of Stanton regular meeting was called to order via zoom conference video at 7:06p.m. by Mayor Lori Williams with the Pledge of Allegiance.
2. **Roll Call:** Mayor Lori Williams, Jane Basom, Vladimir Edelman, Ray Holloway, Michael Mazzola, Chuck Miel, Mary Thomas  
Absent: None
3. **Approval of Agenda**  
Motion made by Miel second by Mazzola to approve the agenda with an addition to new business letter c. Resolution to Ratifying and Affirming Action taken by the Mayor of the City of Stanton to hold the October 27, 2020 regular meeting of the City Commission virtually. And d. Resolution mandating that the meetings of all public bodies of the City of Stanton be held virtually. Motion carried on a voice vote.
4. **Public Comments:** None
5. **Standing Items**
  - a. Motion made by Thomas second by Holloway to approve the Regular Meeting Minutes of October 13, 2020. Motion carried on a voice vote.
  - b. Motion made by Holloway second by Edelman to approve the bills for October 2020 in the total amount of \$47,811.48. Motion carried on a voice vote.
6. **Monthly Reports**
  - a. Stanton Police Department
  - b. DPW Report-DPW flushed hydrants last night and are continuing fall cleanup.
  - c. Clerk/Treasurer Financial Report
  - d. City Manager-Mayor Williams (acting as interim City Manager) told the Commission that resumes are on track to be reviewed in a special meeting that could be held November 7<sup>th</sup>, she has been having technical difficulties learning to use the apple laptop.  
Motion was made by Holloway second by Miel to schedule the special meeting for the hiring process of reviewing resumes for city manager for 11:00a.m. on November 7<sup>th</sup>, 2020. Motion carried on a voice vote.
7. **New Business**
  - a. Motion made by Miel second by Edelman to approve the Municipal Employees' Retirement System (MERS) Defined Contribution Plan Adoption Agreement Addendum. Motion carried on a voice vote.
  - b. Motion made by Holloway second by Mazzola to adopt the Electronic Meeting Rules and Procedures for the City of Stanton. Motion carried on a voice vote.

- c. Motion made by Miel second by Thomas to adopt the resolution Ratifying and Affirming Action taken by the Mayor of the City of Stanton to hold the October 27, 2020 regular meeting of the City Commission virtually. Motion passed on a voice vote.
- d. Motion made by Edelman second by Basom to adopt the resolution mandating that the meetings of all public bodies of the City of Stanton be held virtually. Motion carried on a voice vote.

**8. Committee Reports:**

DDA-the meeting will be held on the second Tuesday of the month due to the Election. Veterans Memorial Park-last meeting the committee talked about fundraising and will not be fundraising until the have more information about groundbreaking. Next meeting has not been set.

**9. Public Comments:** None

**10. Commission Comments:**

Mayor Williams thanked Commissioner Thomas for her last two years here with the City of Stanton and announced that she would stay on as the Committee chair for Veterans Memorial Park.

Commissioner Miel thanked Commissioner Thomas as well.

Motion made by Miel second by Mazzola to add on the agenda additional compensation for Lori Williams for the work she's doing for acting city Manager. Motion carried on a voice vote.

**11. Adjournment**

Motion made by Thomas second by Mazzola to adjourn meeting at 7:24p.m.  
Motion carried on a voice vote.

Lori Williams, Mayor  
Lori Braman, Clerk

11/04/2020 03:03 PM  
 User: LBRAMAN  
 DB: Stanton

CHECK DISBURSEMENT REPORT FOR CITY OF STANTON  
 CHECK DATE FROM 10/22/2020 - 11/04/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/03/2020	STANT	9464*	CITY OF STANTON	DUE TO PAYROLL CLEARING FUND	214.750	000	11,267.86
11/04/2020	STANT	9466	CITY OF STANTON	DUE TO PAYROLL CLEARING FUND	214.750	000	681.86
11/04/2020	STANT	9467	BIG L CORP	MATERIALS AND SUPPLIES	726.000	301	397.14
11/04/2020	STANT	9469#	BS&A SOFTWARE	PROFESSIONAL SERVICES	801.000	172	594.00
				PROFESSIONAL SERVICES	801.000	257	594.00
				CHECK STANT 9469 TOTAL FOR FUND 101:			<u>1,188.00</u>
11/04/2020	STANT	9472	HEVEL AUTOMOTIVE INC	REPAIR, MAINTENANCE	775.000	441	31.90
11/04/2020	STANT	9474	PRIORITY HEALTH	INSURANCE	710.000	850	7,841.08
11/04/2020	STANT	9475#	QUILL	MATERIALS AND SUPPLIES	726.000	172	12.73
				MATERIALS AND SUPPLIES	726.000	301	161.59
				MATERIALS AND SUPPLIES	726.000	441	69.19
				CHECK STANT 9475 TOTAL FOR FUND 101:			<u>243.51</u>
11/04/2020	STANT	9476	ROLSTON HARDWARE	REPAIR, MAINTENANCE	775.000	209	44.91
11/04/2020	STANT	9477	TRANSUNION RISK AND ALTERNATIVE	PROFESSIONAL SERVICES	801.000	301	29.03
11/04/2020	STANT	9478#	VERIZON WIRELESS	MATERIALS AND SUPPLIES	726.000	301	39.34
				TELEPHONE	850.000	448	111.58
				CHECK STANT 9478 TOTAL FOR FUND 101:			<u>150.92</u>
				Total for fund 101 GENERAL FUND			21,876.21

11/04/2020 03:03 PM  
User: LBRAMAN  
DB: Stanton

CHECK DISBURSEMENT REPORT FOR CITY OF STANTON  
CHECK DATE FROM 10/22/2020 - 11/04/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET FUND							
11/03/2020	STANT	9464*	CITY OF STANTON	DUE TO PAYROLL CLEARING FUND	214.750	000	654.41
Total for fund 202 MAJOR STREET FUND							654.41

11/04/2020 03:03 PM  
User: LBRAMAN  
DB: Stanton

CHECK DISBURSEMENT REPORT FOR CITY OF STANTON  
CHECK DATE FROM 10/22/2020 - 11/04/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET FUND							
11/03/2020	STANT	9464*	CITY OF STANTON	DUE TO PAYROLL CLEARING FUND	214.750	000	654.39
Total for fund 203 LOCAL STREET FUND							654.39

11/04/2020 03:03 PM  
User: LBRAMAN  
DB: Stanton

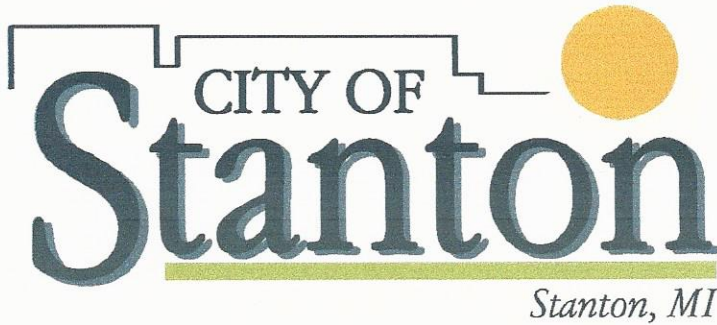
CHECK DISBURSEMENT REPORT FOR CITY OF STANTON  
CHECK DATE FROM 10/22/2020 - 11/04/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND							
11/03/2020	STANT	9464*	CITY OF STANTON	DUE TO PAYROLL CLEARING FUND	214.750	000	1,033.69
11/04/2020	STANT	9468*	BLOOM SLUGGETT	PROFESSIONAL SERVICES	801.000	536	178.50
11/04/2020	STANT	9471	FRONTIER	UTILITIES	920.000	536	310.68
11/04/2020	STANT	9473	PREIN & NEWHOF	SAMPLING	804.000	536	490.00
				Total for fund 590 SEWER FUND			2,012.87

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 591 WATER FUND							
11/03/2020	STANT	9464*	CITY OF STANTON	DUE TO PAYROLL CLEARING FUND	214.750	000	1,060.29
11/04/2020	STANT	9468*	BLOOM SLUGGETT	PROFESSIONAL SERVICES	801.000	536	178.50
11/04/2020	STANT	9470	ELHORN ENGINEERING	REPAIR, MAINTENANCE	775.000	536	293.90
				Total for fund 591 WATER FUND			1,532.69
TOTAL - ALL FUNDS						26,730.57	

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



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## OCTOBER 2020 POLICE DEPARTMENT HIGHLIGHTS

The Stanton Police Department initiated a multi-jurisdictional investigation regarding a residence within the City Limits that produced several signs of apparent drug activity. Central Michigan Enforcement Team along with Montcalm County Parole/Probation and the Michigan State Police K9 were able to seize several ounces of Methamphetamine, Possession of an Illegal Firearm as well as a convicted felon on parole.

A drunk driver was placed in custody, regarding an incident that occurred at the Ago gas station. The female was then transported to the Sheridan Hospital for a consensual blood draw before being arrested and transported to the Montcalm County Jail for driving under the influence.

The Stanton Police Department & the Michigan State Police responded to the intersection of E. /Main & N. State St regarding a suspicious vehicle who was stopped in the middle of the roadway. Upon arrival, officers observed a male subject consume an intoxicating substance. The subject was then apprehended, cleared at the Sheridan Hospital prior to being lodged at the Montcalm County Jail.

A vehicle was stolen from Bookwalter Dealership during the early morning of 10-29-2020. The vehicle was recovered in Ionia County and the suspect was then identified and located. The stolen vehicle was then processed for evidence and will be analyzed by the Michigan State Police Crime Lab prior to prosecution.

The Stanton Police Department has responded to multiple Domestic Violence complaints as well as several aggressive assaults within the City of Stanton.

The Bureau of Justice Assistance has announced that the Stanton Police Department has been awarded grant funding for Fiscal year 2020/2021 for bulletproof vests. This is the second year that we have been awarded the funding and will utilize the funding as needed in the future.

Halloween Trick or Treat 2020 was a success!!!

Sincerely,



Chief Destinee Bryce

Police Report 2020	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Yearly Total	2019
Alarms	2	0	0	1	1	0	0	3	4	3			14	11
Animal Complaints	0	1	0	1	1	0	0	3	1	4			11	20
Assists to EMS Fire LE	8	4	3	3	3	4	1	7	5	3			41	53
Assist To The Public 911 RAW	1	1	1	2	4	3	0	2	2	4			20	22
B&E and Attempted	0	1	0	0	0	0	2	2	0	0			5	1
Be On The Look Out	0	1	0	0	1	1	0	2	2	3			10	7
Car Accidents	0	1	0	0	0	1	1	2	0	2			7	23
Car Thefts	0	1	0	0	0	0	0	1	0	1			6	2
Check The Well Being	0	0	0	0	2	2	2	2	1	6			15	30
Child Custody Dispute	0	0	0	0	0	0	0	4	1	1			6	7
CPS and Sex Crime Cases	1	1	1	0	2	1	2	2	1	6			17	16
Civil Complaints	0	0	3	5	1	0	0	9	8	6			32	9
Disturbances	0	0	2	1	3	2	1	6	5	19			39	14
Destruction Of Property	0	0	0	0	0	0	0	0	1	1			2	9
Domestic Disturbance	1	0	2	1	0	1	1	4	4	7			21	29
Drug Complaints	0	0	0	0	1	0	0	1	2	6			10	0
Found and Lost Property	0	2	1	1	0	0	2	0	3	1			10	10
Harrasment	1	0	0	1	1	0	0	2	2	2			9	6
I.D. Theft	0	0	0	1	0	0	0	0	1	0			2	3
Liquor Liquor License Inspection	0	0	0	1	0	0	0	5	7	5			18	2
Fraud And Larceny	1	2	2	3	0	2	0	3	2	2			17	16
Mental Health Transports	1	0	1	0	0	1	0	0	0	0			3	6
Ordinance Violations	1	4	5	1	2	4	0	5	7	5			34	22
Ordinance Violation Tickets	0	0	0	0	1	0	0	2	2	6			11	8
Peddlers permit	0	0	0	0	0	0	0	0	0	0			0	3
PPO And Court Violations	0	1	0	0	0	1	0	0	0	2			4	3
Retail Fraud	0	0	0	0	1	0	1	2	1	1			6	3
Suicidal Subject	1	0	0	0	0	0	0	0	0	2			3	2
Suspicious Person	1	1	0	0	1	0	1	1	3	10			18	14
Suspicious Vehicle	1	0	1	0	0	1	0	2	2	5			12	4
Suspicious Situation	0	1	1	0	0	2	1	4	5	6			20	9
Threats	0	0	0	0	0	0	0	1	2	2			5	5
Trespassing Complaint	0	1	1	1	0	0	0	0	0	1			4	7
Traffic Complaints	4	1	4	6	9	2	3	5	2	3			39	36
<b>Total</b>	<b>22</b>	<b>24</b>	<b>28</b>	<b>27</b>	<b>31</b>	<b>28</b>	<b>18</b>	<b>62</b>	<b>76</b>	<b>125</b>			<b>441</b>	<b>413</b>
<b>ROAD PATROL ACTIVITES</b>														
Patrol Miles	577	676	711	1204	961	1,038	843	982	1,098	1158			9,248	10,350
Property Inspections	98	132	57	139	86	88	46	28	32	86			792	1,215
Liquor Inspections	19	27	27	37	26	16	23	20	10	15			220	327
Traffic Stops	1	1	9	22	36	11	6	8	10	29			133	266
Verbal Warnings	4	10	8	16	31	9	6	11	10	23			128	98
Tickets	0	1	3	8	5	2	1	4	6	8			38	14
Cars Investigated	6	20	12	19	24	13	16	21	13	23			167	163
Subjects Investigated	5	11	16	17	29	16	11	22	24	52			203	171
Arrests	1	1	0	0	2	0	2	2	2	14			24	17

Department of Public Works

November 6, 2020

The department has kept busy with leaf vacuuming, and will continue with leaves until weather turns.

The East Main Street water service installation project is nearly completed. All 7 services have been connected and only restoration of the work site remains.

As a reminder, the cemetery fall clean-up has been contracted out. The company doing the work will start clean-up when most of the leaves have fallen.

The downtown irrigation is being winterized today (Friday November 7<sup>th</sup>).

The department's part-time employee has finished working with us for this year. We hope to have the opportunity for part-time help again next year. Thank you, Todd Putney, for the excellent job you did this year, you are greatly appreciated.

As a reminder, not all street light within the city are maintained by the city. Most of the street light not along Main Street are owned and maintained by Consumers Energy. Please notify City Hall, the Department of Public Works, or Consumers Energy for outages.

Plans are being made for Christmas Tree Lighting again in 2020. Once again, Casair Inc. will provide the lift equipment to hang the lights. Thank you, Steve.

American flags along Main Street that were worn, have been replaced. The flags will be removed for the year after Veteran's Day.

The 12 trees that were planted this year throughout town, seem to be doing well. We hope to continue planting at least 10 trees per year for the next 5 years. The trees that are scheduled for removal this year have been put on hold until December.



225 S Camburn St.  
 PO Box 449  
 Stanton MI 48888  
 Phone 989-831-4440 Fax 989-831-5756

11/10/2020 CASH SUMMARY BY ACCOUNTS FOR CITY OF STANTON  
 FROM 10/1/2020 TO 10/31/2020  
 FUNDS: 101, 703, 750  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/1/2020	Total Debits	Total Credits	Ending Balance 10/31/2020
<b>Fund 101 General Fund</b>					
101-000-001	General Fund	\$655,211.91	\$35,348.76	\$22,685.04	\$642,548.19
202-000-001	Major Streets	\$424,240.75	\$6,373.08	\$72.06	\$417,939.73
203-000-001	Local Streets	\$307,253.19	\$4,086.83	\$52.89	\$303,219.25
590-000-001	Sewer Fund	\$368,840.38	\$14,657.58	\$24,100.53	\$378,283.33
591-000-001	Water Fund	\$488,042.38	\$14,570.09	\$23,533.31	\$497,005.60
	<b>General Fund Total</b>	<b>\$2,243,588.61</b>	<b>\$75,036.34</b>	<b>\$70,443.83</b>	<b>\$2,238,996.10</b>
<b>Fund 703 Taxes</b>					
703-000-001		\$2,203.18	\$3,039.22	\$2,581.61	\$1,745.57
<b>Fund 750 Payroll</b>					
750-000-001		\$5,248.88	\$38,628.98	\$38,597.03	\$5,216.93
	<b>TOTAL – ALL FUNDS</b>	<b>\$2,251,040.67</b>	<b>\$116,704.54</b>	<b>\$111,622.47</b>	<b>\$2,250,958.60</b>

**Major Deposits**

Date	Description	Amounts
10/19/20	302 Funds	\$250.00
10/20/20	LCSA Funds	\$554.06
10/7/20	2020 7 <sup>th</sup> Property taxes	\$1,737.38
10/2/20	Center for Technology & Civic Life Grant	\$5,000.00

**Certificate of Deposits/chemflex/savings**

Bank	Amounts
Isabella (4 CD'S)	\$561,037.07
Sidney (3 CD'S)	\$312,041.77
Chemical (6 CD'S)	\$352,475.92
Chemical (savings)	\$9,400.36
Isabella (savings)	\$100.25
<b>Total</b>	<b>\$1,235,055.37</b>

Reviewed by Lori Braman and Rachael Winnie

October 16, 2020

Vester Davis  
City of Stanton  
225 S. Camburn  
Stanton, MI 48888

RE: Veterans Park  
City of Stanton

Dear Mr. Davis:

Congratulations on receiving the good news about your successful MDNR Trust Fund Grant Application for Veteran's Park! We are glad that we were able to assist you in revising the scope and estimate that lead to your current grant agreement for constructing a new baseball field, vault restroom building, gravel parking, walkways, connector trail, and trail amenities. Below you will find our proposed scope of services based on the scope of your successful grant application.

### Scope

It should be noted that survey and wetland delineation is complete, and a significant amount of the preliminary design and engineering has already been completed. This will save significant time and is reflected in our price. Our scope of services is as follows:

- Revise and update the engineering plans and submit them to MDNR for review and approval to bid.
- Bid the project and submit pricing and contractor information to the MDNR for their approval to award the contract.
- Review shop drawings, manage RFI's, bulletins, change orders, and contractor payment applications.
- Observe construction on a part time basis and perform a punch list toward completion.
- Serve and your grant consultant for the duration of the project certifying payments and reimbursements.

### Fees and Schedule

We propose to perform the services described above for an additional **\$38,000**. Our services do not include construction testing, soil borings, renderings, or public meetings. Changes in scope or design may result in additional expenses that we would present to you before proceeding. Should you find this proposal acceptable we will send you a Professional Services Agreement.

We appreciate the opportunity to provide this proposal and look forward to continuing our professional relationship. Please call if you have any questions.

Mr. Vester Davis  
October 16, 2020  
Page 2

Sincerely,

**Prein&Newhof**

Handwritten signature of Kevin Koster P.E. in blue ink.

Kevin Koster P.E.

Handwritten signature of Matt Levandoski, PLA in black ink.

Matt Levandoski, PLA


KEK/mgl

cc:

# City of Stanton

## Veterans Memorial Park Concept Plan



 NORTH  
Scale: 1" = 75'

**CITY OF STANTON  
COUNTY OF MONTCALM, MICHIGAN  
RESOLUTION # \_\_\_\_\_**

**A RESOLUTION OF THE STANTON CITY COMMISSION APPROVING THE SUBMITTAL OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO REQUEST FUNDING FOR BRADFORD EXTENDED STORM SEWER IMPROVEMENTS AND DETENTINO POND WITHIN THE CITY OF STANTON, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMITMENT.**

**WHEREAS**, the Michigan Strategic Fund has invited Units of General Local Government to apply for its CDBG-Infrastructure and Resiliency (CDBG-IR) Competitive Funding Round; and

**WHEREAS**, the City of Stanton desires to request 1,689,573.75 in CDBG funds to construct public water and sewer system improvements known as the Bradford Extended Storm Sewer Improvements and Detention Pond; and

**WHEREAS**, the City of Stanton commits local funds from its Sewer, Water and General Funds in the amount of \$563,191.25; and

**WHEREAS**, the proposed project is consistent with the local Community Development Plan as described in the Application; and

**WHEREAS**, the proposed project will benefit all residents of the project area and 65.34 percent of the residents of the City of Stanton are low- and moderate-income persons as determined by census data provided by the U.S. Department of Housing and Urban Development; and

**WHEREAS**, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Stanton hereby designates the City Manager or Mayor as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

PRESENT: COMMISSIONERS:

NAYS: COMMISSIONERS:

YEAS: COMMISSIONERS:

ABSENT: COMMISSIONERS

RESOLUTION DECLARED ADOPTED.

**CERTIFICATION**

I HEREBY CERTIFY, that they foregoing is a Resolution duly made and passed by the Commission of the City of Stanton at their regular meeting held on February 11, 2020 at 7:00PM in Stanton City Hall, with a quorum present.

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Lori Braman, City Clerk

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Date