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CITY OF CLIO
Regular Commission Meeting
Monday, December 17, 2018
6:00 p.m.

1. CALL TO ORDER/ROLL CALL

The Clio City Commission meeting was called to order by Mayor Bare at 6:00 p.m.

ROLL CALL:

Commission Members Present:

Commissioner Duane Mosher
Commissioner David Fejedelem
Commissioner Reuben Garcia
Commissioner DJ Williams
Mayor Pro Tem Doug Vance
Mayor Bonnie Bare

Staff Present:

City Administrator, Eric Wiederhold
City Clerk, Linda Kingston
Police Chief, Rick Witham
City Treasurer, Donald Dowell
DPS Superintendent, Arnold Brown
City Attorney, Otis Stout
Rowe Engineer, Dean Oparka

ABSENT: Commissioner Robert Smith

2. A. Public Comment - none

B. Public Hearing - Variance request – 431 W Vienna Street

Motion by Commissioner Mosher, second by Mayor Pro Tem Vance to Open the Public hearing for a variance request at 431 W Vienna Street at 6:02 pm.

Voice Vote

Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare

Voting No: None

Absent: Smith

Motion Carried

Aver Sign Company representative, Jake Lecureaux presented his variance request to the Commissioners for Canopy CITGO Channel Letter signs and reviewed the size and quantity specifications.

Motion by Mayor Pro Tem Vance, second by Commissioner Garcia to Close the Public hearing for a variance request at 431 W Vienna Street at 6:09 pm.

Voice Vote

Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare

Voting No: None

Absent: Smith

Motion Carried

C. Plante Moran 2017/2018 Audit Presentation

David Helisek and Chrystal Simpson, CPA's

Reviewed the Fiscal Year - June 30, 2018 Comprehensive Annual Financial Report with the City Commissioners and reviewed current tables and graphs, and reviewed the Management letter, and

1 explained the changes in OPEB reporting.

2
3 **3. Approval of Agenda**

4 **Motion by Commissioner Mosher, second by Commissioner Fejedelem** to approve the agenda
5 as presented

6 **Voice Vote**

7 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

8 **Voting No: None**

9 **Absent: Smith**

10 **Motion Carried**

11
12 **4. Approval of Minutes**

13 **Motion by Commissioner Mosher, second by Commissioner Garcia** to approve the
14 December 3, 2018 regular Commission meeting minutes adding the word “to” in front of \$7 and
15 \$30 for item D

16 **Voice Vote**

17 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

18 **Voting No: None**

19 **Absent: Smith**

20 **Motion Carried**

21
22 **5. Approval of Bills**

23 **a. Motion by Commissioner Mosher, second by Mayor Pro Tem Vance** to approve the bills in
24 the amount of \$29,445.84

25 **Roll Call**

26 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

27 **Voting No: None**

28 **Absent: Smith**

29 **Motion Carried**

30
31 **b. Motion by Commissioner Garcia, second by Commissioner Mosher** to approve the USDA
32 bills in the amount of \$124,299.85

33 **Roll Call**

34 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

35 **Voting No: None**

36 **Absent: Smith**

37 **Motion Carried**

38
39 **Unfinished Business**

40 **A. Key Policy**

41 **Motion by Commissioner Mosher, second by Mayor Pro Tem Vance** to approve the Key
42 Policy as presented

43 **Voice Vote**

44 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

45 **Voting No: None**

46 **Absent: Smith**

47 **Motion Carried**

48 **7. New Business**

49 **A. Variance request – 431 W Vienna Street**

1 **Motion by Commissioner Mosher, second by Commissioner Williams** to grant the variance
2 request at 431 W Vienna Street, limited to:

- 3
- 4 *1). Property is located within the C2 District*
- 5 *2). It is a Gas Station*
- 6 *3). The sign is no larger than 400 square feet*
- 7 *4). It is located adjacent to a State highway or Arterial road.*

8 **Voice Vote**

9 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

10 **Voting No: None**

11 **Absent: Smith**

12 **Motion Carried**

13

14 **B. FY 2017-18 Audit**

15 **Motion by Mayor Pro Tem Vance, second by Commissioner Garcia** to accept the FY 2017-18
16 Audit

17 **Voice Vote**

18 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

19 **Voting No: None**

20 **Absent: Smith**

21 **Motion Carried**

22

23 **C. Resolution 18-51 policy for procedures and application for real property exemptions**

24 **Motion by Commissioner Mosher, second by Mayor Pro Tem Vance** to approve Resolution
25 18-51 policy for procedures and application for real property exemptions

26 **Voice Vote**

27 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

28 **Voting No: None**

29 **Absent: Smith**

30 **Motion Carried**

31

32 **D. Resolution 18-52 to waive penalties for non-filing of property transfer affidavits**

33 **Motion by Commissioner Fejedelem, second by Commissioner Garcia** to approve Resolution
34 18-52 to waive penalties for non-filing of property transfer affidavits

35 **Voice Vote**

36 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

37 **Voting No: None**

38 **Absent: Smith**

39 **Motion Carried**

40

41 **E. Resolution 18-53 policies and procedures for public inspection of assessment records**

42 **Motion by Commissioner Mosher, second by Commissioner Williams** to approve Resolution
43 18-53 policies and procedures for public inspection of assessment records changing the time to
44 4:30 to match City Office hours.

45 **Voice Vote**

46 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

47 **Voting No: None**

48 **Absent: Smith**

49 **Motion Carried**

1
2 **F. Resolution 18-54 poverty guidelines eligibility requirements**

3 **Motion by Mayor Pro Tem Vance, second by Commissioner Garcia** to approve Resolution 18-
4 54 poverty guidelines eligibility requirements

5 **Voice Vote**

6 **Voting Yes: Mosher, Fejedelem, Garcia, Williams, Vance, Bare**

7 **Voting No: None**

8 **Absent: Smith**

9 **Motion Carried**

10
11 **8. Staff Reports**

12 **City Administrator** – Wiederhold wished everyone a Merry Christmas!

13 **City Attorney** –no report

14 **City Treasurer-** reported that he has been busy with the bank changes, official payments (credit
15 card payments) and BS&A software program training.

16 **Chief of Police** – Chief Rick Witham reported that the Chiefs Association is talking quite a bit
17 about the new Marijuana laws and how it will affect communities.

18 **City Engineer-** no report

19 **DPS Superintendent-** no report

20 **Clerk** – Kingston reported that she continues with training on the BS&A software.

21
22 *Mayor Pro Tem Vance left the Commission meeting at 6:46 p.m.*

23
24 **9. Commissioner comments/Committee reports**

25 **Commissioner Fejedelem-** attended Small Cities and enjoyed guest speaker, Clio School
26 Superintendent Fletcher Spears and the Common Ground meeting information. Candle Lite Nite
27 was great. Merry Christmas and Happy New Year!

28 **Commissioner Mosher** – no meetings until this coming Wednesday.

29 **Commissioner Smith** – absent

30 **Mayor Pro Tem Vance** – no Planning Commission meeting this month. Candle Lite Nite was a
31 success.

32 **Commissioner Garcia** – wished all a Merry Christmas and Happy New Year!

33 **Commissioner Williams** – reported that the Pancake Breakfast and Old Newsboys newspaper
34 sale and fundraiser was a great success. The Firefighter’s Christmas Party recognized firefighters.
35 Driver Alex Crompton was named the CAFD Firefighter of the Year and Battalion Chief Jim
36 Bronson was named CAFD Officer of the Year. Asked about the status of the City Hall Flag Pole
37 being repaired. Merry Christmas and Happy New Year!

38 **Mayor Bare** – reported that Small Cities meeting at Brough’s Bakery went well, food was good
39 and speaker Superintendent Fletcher Spears shared information on Common Ground. Fire
40 Authority still making double truck payments and reducing their loan balance. Library is busy,
41 high door count. Linda Vance will purchase a new chair for the Library. Additionally, the Library
42 is working on a Maker’s Space. Candle Lite Nite was great fun and well attended, only a few
43 businesses not open. Mayor Bare shared a wonderful Santa story.

44
45
46 **10. Excuse Absent Members – Commissioner Smith**

47 **Motion by Commissioner Mosher, second by Commissioner Fejedelem,** to excuse
48 Commissioner Smith from the December 17, 2018 Commission meeting

49 **Voice Vote**

1 **Voting Yes: Mosher, Williams, Fejedelem, Garcia, Bare**
2 **Voting No: None**
3 **Absent: Vance, Smith,**
4 **Motion Carried**

5
6 **11. Mayor Bare adjourned the meeting at 7:10 p.m.**
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Bonnie Bare, Mayor

Date

Linda Kingston, Clerk

Date