

**MINUTES OF A REGULAR MEETING OF THE MILAN CITY COUNCIL HELD  
ON MAY 23, 2022  
147 WABASH ST. MILAN, MICHIGAN 48160**

Mayor Kolar called the meeting to order at 7:30 p.m.

**COUNCIL MEMBERS PRESENT:** Mayor Kolar, Pro-Tem Kerkes, Council Members Baldwin, Kofflin, Nie, and Thompson. Councilmember Wayne – Excused.

**OTHER OFFICERS PRESENT:** Interim City Administrator Jim Lancaster, City Clerk Lavonna Wenzel, City Treasurer Sarah Finch, City Attorney Steve Mann, Police Chief Don Tillery, MIS/Communications Director John Koehler, Building/Zoning Gary Bernard-Excused, Main Street Director Jill Tewsley, and Parks and Recreation Director Ellen Bell.

**OTHERS PRESENT:** David Sweet, Carrie Ritchie, and Martin Semp.

**APPROVAL OF AGENDA:** May 23, 2022

Motion to approve the agenda with the amendment to add item 5 to Matters for Action, To Approve Bid from CB Asphalt Paving in the amount of \$45,415.50 by Councilmember Kerkes, seconded by Councilmember Nie.

carried unanimously.

Motion

**APPROVAL OF MINUTES:** May 9, 2022 - Work Session Minutes  
May 9, 2022 - Regular Meeting Minutes

Motion by Councilmember Kofflin, to approve the meeting minutes seconded by Councilmember Nie.  
Motion carried unanimously.

**CITIZENS MATTERS FROM THE FLOOR: (5-minute time limit per person)**

- A. Residents:
- B. Non-Residents:

**PUBLIC HEARING:**

For the purpose to discuss the Proposed 2022-2023 City Budget for all City funds.

**CONSENT AGENDA:**

- A. Building Department and Code Enforcement Report for the month of April 2022.
- B. Fundraiser, Parade, Solicitation and Special Event Request (Block Party – Ideal & Marvin Street – June 16th – From 3:PM to 9:PM).
- C. Fundraiser, Parade, Solicitation and Special Event Request (Block Party –in Eagle Springs on Blue Bird Lane – June 18th – From 3:PM to 9:PM).
- D. Fundraiser, Parade, Solicitation and Special Event Request (Block Party – Lee Street – August 4th – From 4:30:PM to 8:20PM).
- E. TCO – Traffic Control Order 2022-07-T for Moving Milan Forward Block Parties.
- F. Guest Flag Raising Request for June 2022.
- G. TCO – Traffic Control Order 2022-06-T for the 2022 DDA Video Marathon on June 23 & June 24.
- H. TCO – Traffic Control Order 2022-05 T – for the 2022 3rd Thursday Series, starting in June.

Motion by Councilmember Baldwin, seconded by Councilmember Kerkes to approve Consent Agenda items A through H.

**CITY COUNCIL MINUTES  
MAY 23, 2022  
PAGE TWO**

**MATTERS FOR ACTION:**

**1. Approve the Expenditure of \$4,745.50 to Authentic Cleaning for the Deep Cleaning of the Floors in the City Buildings.**

Motion by Councilmember Nie, seconded by Councilmember Kofflin to approve expenditure as presented.

**Roll Call Vote:** Six Ayes, Zero Nays, One Absent.

Motion carried unanimously.

**2. Approve Resolution 2022-04 - A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR ROAD RESURFACING OF ANN MARIE DR., MICHIGAN AVE., AND DIVISION ST. FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.**

Motion by Councilmember Baldwin, seconded by Councilmember Thompson to approve Resolution 2022-04.

**Roll Call Vote:** Six Ayes, Zero Nays, One Absent.

Motion carried unanimously.

**3. Approve MAFD FY23 Proposed Percentages, Capital Improvement Budget and Operating Budget Option One.**

Motion by Councilmember Baldwin, seconded by Councilmember Thompson to approve Fire Department Budget Option One.

**Roll Call Vote:** Six Ayes, Zero Nays, One Absent.

Motion carried unanimously.

**4. Approve Resolution 2022-05 – A Resolution for the Purpose of Budget Adoption, Capital Improvement Plan, and the Setting of Tax Rates for Fiscal Year 2022-2023.**

Motion by Councilmember Nie, seconded by Councilmember Kerkes to approve Resolution 2022-05.

**Roll Call Vote:** Six Ayes, Zero Nays, One Absent.

Motion carried unanimously.

**5. Approve Bid from CB Asphalt Paving in the amount of 45,415.50 for the purpose of**

*Motion by Councilmember Baldwin, seconded by Councilmember Nie to pay the bills as presented*

**Roll Call Vote:** Six Ayes, Zero Nays, One Absent.

*Motion carried unanimously.*

**BILLS PAYABLE AND PAYROLL:                      \$132,045.04**

Motion by Councilmember Thompson, seconded by Councilmember Nie to pay the bills as presented.

Motion carried unanimously

**CITIZENS MATTERS FROM THE FLOOR: (3-minute time limit per person)**

**A. Residents:** None.

**B. Non-Residents:** Carrie Ritchie shared information on an upcoming fundraiser on behalf of the Milan Chamber.

**MAYOR, COUNCIL & STAFF REPORTS AND/OR COMMENTS:**

**City Administrator Jim Lancaster** thanked City Treasure for presenting a sound budget and for all the work she has put into it. He thanked Chief Tillery for his continued support.

**Parks and Recreation Director Bell** shared that 220 Dads and Daughters attended the “Daddy Daughter Dance.” She announced “Mother and son Dance” is on June 10. She encouraged everyone to check for more summer events on the Parks and Recreation city website and Facebook.

**CITY COUNCIL MINUTES  
MAY 23, 2022  
PAGE THREE**

**DDA/Mainstreet Director Tewsley**, announced today is the 26th year Anniversary for downtown business Hungry Howie's, and Dance Explosion finished their 20<sup>th</sup> year Anniversary having had 1000 students pass through their business. Ms. Tewsley thanked them both for bringing business to our community.

**Fire Chief Stevens** thanked city council for their consideration of the Fire Department Budgets and making a decision that is best for the city.

**Councilmember Kofflin** enjoyed the Library Board meeting. He thanked James Green for the tour of the Water/Wastewater Treatment Plant and City Treasure Sarah Finch for a great discussion on both City and Fire Department Budgets.

**Councilmember Thompson** shared that he misses Lt. Nieman attending council meetings.

**Councilmember Nie** explained he is excited about the upcoming Memorial Day event.

**Councilmember Kerkes** thanked Mayor Kolar for planting flowers with the Beautification Commission and coaxing her to join in.

**Mayor Kolar** wished a Happy 20th Birthday to his son Edmund. He shared that he had a meeting with Aid in Milan's new Director Debra Ledford to discuss their current needs, and he encouraged everyone to think of them as they are facing food shortage.

**NEXT REGULAR MEETING:**

**Monday, JUNE 13, 2022 (*Agenda Item Submission Deadline, JUNE 8, 2022*)**

**CLOSED SESSION TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY UP TO THE TIME AN OPTION TO PURCHASE OR LEASE THAT REAL PROPERTY IS OBTAINED:**

Motion by Councilperson Kofflin, seconded by Councilperson Nie to go into closed session at 8:15pm to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained, as provided under the Michigan Open Meetings Act – MCL 15.268(d).

**Roll Call Vote:** Six Ayes, Zero Nays, One Absent.

Motion carried unanimously.

**ADJOURNMENT:** Motion to adjourn the regular meeting at 9:05pm, by Councilmember Baldwin, seconded by Councilmember Kofflin.

---

Ed Kolar, Mayor

---

Lavonna Wenzel, Clerk