



City of the Village of Clarkston
Artemus M. Pappas Village Hall
375 Depot Road
Clarkston, Michigan 48346

Microsoft Teams Meeting: Join on your computer or mobile app.
Or go to www.teams.microsoft.com and enter the
Meeting ID: 263 167 826 878 and Passcode: dy3Eo9m9

Regular City Council Meeting Agenda – February 10, 2025, 7:00 PM

1. Call to Order:
2. Pledge of Allegiance:
3. Roll Call:
Mayor Wylie, Mayor Pro Tem Rodgers Council Members: Avery, Casey, Forte, Jones, and Quisenberry
4. Approval of Agenda - Motion
5. Public Comments:
Individuals have the opportunity to address the City Council on topics not on the agenda for three minutes. In order to hear all Individuals comments at a reasonable hour, the City Council request that speakers respect the three-minute time limit. Note: this is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council.
6. FYI:
Public Hearing for the 2024 Community Development Block Grant Funds
7. City Manager's Report
8. Sheriff's Activity Report for January
9. Consent Agenda:
Final Minutes of the January 13, 2025 Regular Meeting
Draft Minutes of the January 27, 2025 Regular Meeting
Treasurer's Report February 10, 2025

10. Unfinished Business:

- a. None

11. New Business:

- a. Motion: City Attorney Retirement and Search Committee
- b. Resolution: City Treasurer Certification Program

12. Adjourn Meeting

Only those matters that are on the agenda are to be considered for action.

People with disabilities needing accommodations for effective participation in this meeting should please contact Jonathan Smith, City Manager (248) 625-1559 in advance of the meeting. An attempt will be made to provide reasonable accommodations.



CITY OF THE VILLAGE OF CLARKSTON

Artemus M. Pappas Village Hall

375 Depot Rd

Clarkston MI 48346

NOTICE OF PUBLIC HEARING

on the

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

NOTICE IS HEREBY GIVEN that the City of the Village of Clarkston will hold a public hearing on the use of the 2024 Community Development Block Grant Funds. The Hearing will be held as part of the Regular City Council Meeting on Monday, February 24, 2025, at 7:00 p.m. at the City Offices located at 375 Depot Rd., Clarkston, MI 48346. All interested citizens are encouraged to attend the Hearing. Alternatively, comments may be submitted in writing or in person at 375 Depot Rd., Clarkston, MI 48346 up to February 24, 2025, 7:00 p.m. Arrangements to reasonably accommodate special needs, including handicap accessibility will be made upon receiving 72-hour advance notice.

Jonathan Smith, City Manager

City of the Village of Clarkston
City Manager Report
February 10, 2025

Finance Committee Meeting

This week the Finance Committee held its first meeting of the year to evaluate the financial implications of the recommendations from the recently completed Salary Study. The Committee will reconvene on Thursday, February 27th after Treasurer Greg Cote has rolled the proposed salaries into the draft 25/26 Fiscal Year Budget proposal. Also to be rolled in are estimated costs increases for (1) a new City Attorney, (2) a new Police contract, and (3) an updated Building Services contract.

Main Street America Annual Conference

Leadership of the Main Street Oakland County program strongly recommended that I attend the Main Street America annual conference in Philadelphia in April to learn how other Main Street communities are helping their downtown business thrive. With the County's generous assistance, the City cost will be just \$240.

Sidewalk Shoveling

City Ordinances require all residential and commercial property owners to shovel their sidewalks of snowfall accumulations of 2" or more within 24 hours of the snowfall. Last week, after a number of complaints from neighborhood walkers (and our local mail carrier), our Ordinance Enforcement Officer sent notices to over a dozen homeowners who had not yet shoveled their walkway. If necessary, un-shoveled sidewalks will be cleared by the City DPW staff with the cost billed to the homeowner.

Building Services Contract Renewal

Last week, Carlisle-Wortman Associates (CWA) notified the City that they will not be offering contractual Code Enforcement services after the end of February. Additionally, CWA has notified us that the fees for their contractual Building Services will be increasing. I am currently evaluating the impact of both changes and will bring a recommendation to an upcoming Council meeting.

Clarkston Community Awards

Residents are reminded that nominations are being sought for the Clarkston Community Awards program! The deadline for submitting nominations is March 20th via the Clarkston Area Chamber of Commerce website.

Respectfully submitted, **Jonathan Smith, City Manager, February 6, 2025**

**OAKLAND COUNTY SHERIFF DEPARTMENT
INDEPENDENCE SUBSTATION**

TO: Jonathan Smith, City Manager

FROM: Lieutenant Richard Cummins, Substation Commander

SUBJECT: City of the Village of Clarkston Monthly Report

	2025												2025	2024
ARRESTS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total	YTD
Felony (CLR-059)	0												0	1
Misdemeanors (CLR-059)	0												0	9
MICR:														
Violent Crimes (CLR-004)	0												0	0
Property Crimes (CLR-004)	0												0	4
TRAFFIC:														
Monthly Citations Citation Report	7												7	304
Crashes - Crash Report	0												0	30
LIQUOR INSPECTION ACTIVITY:														
Alcohol Compliance Checks (AE)	0												0	0
Violations (CLR-065)	0												0	0
COMMUNITY LIAISON:														
Community Meetings L3535	2												2	24
Community Other L3539	0												0	0
STATION STATISTICS:														
Calls for Service (CLR-065)	66												66	1024



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Draft Minutes of the January 27, 2025, Regular City Council Meeting

1. Call to Order:

- The regular session meeting of the City of the Village of Clarkston City Council was called to order by Mayor Wylie at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Wylie led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Sue Wylie, Mayor, Laura Rodgers, Mayor Pro Tem, Al Avery, Gary Casey, Amanda Forte, Erica Jones, and Ted Quisenberry.
- Council Members Absent: None
- Others Present: Jonathan Smith, City Manager, Tom Ryan, City Attorney
- Others Absent: None

4. Approval of Agenda:

- Motioned by Rodgers, supported by Jones to approve the agenda as presented. VOTE: All Aye. MOTION CARRIED 7-0

5. Public Comments:

- None

6. FYI:

- Clarkston Area Optimist Club Winterfest Event February 8th in Depot Park
- 40th Annual Clarkston Community Awards

7. City Manager Report:

- New Website Launched
- Allocation of the 2024 CDBG Funds
- Absent for February 10th Council Meeting
- Shred Day Planned for March 6th
- Bureau of Elections Clean Report for Nov/2024 Election

8. Motion: Acceptance of Consent Agenda as Presented

- Final Minutes of the December 9, 2024 Regular Meeting
- Draft Minutes of the January 13, 2025 Regular Meeting
- Treasurer's Report January 27, 2025

Motioned by Quisenberry, supported by Rodgers to approve the Consent Agenda. VOTE: All Aye. MOTION CARRIED 7-0

9. **Unfinished Business:**

None

10. **New Business:**

- a. Discussion: Clarkston Area Youth Assistance, presentation by Lauren Klos and Tricia Delude
- b. Discussion: Proposed Canada Goose Management Program, presentation by Steve Hargis
- c. Discussion: City of the Village of Clarkston Salary Study, presentation by Jeff Rahmberg (virtually). A meeting of the Finance Committee was scheduled for Tuesday, February 4th to further evaluate the study recommendations.
- d. Resolution: Acceptance of the Findings of the Clarkston Historic District Study Committee. Resolved by Jones, supported by Forte to accept the findings of the Clarkston Historic District Study Committee and the endorsement of the Michigan State Historic Preservation Office. VOTE: All Aye. RESOLUTION CARRIED 7-0.
- e. Resolution: Participation in the 2025 NoHaz Recycling Program and approval of the Interlocal Agreement. Resolved by Jones, supported by Wylie to approve the continued participation in Oakland County's Hazardous Waste Collection Program in 2025 at an estimated cost of \$2,216.13 and authorizes the signing of the Oakland County Resolution and Interlocal Agreement. VOTE: All Aye. RESOLUTION CARRIED 7-0.
- f. Resolution: 24/25 FY Budget Amendment. Resolved by Forte, Supported by Jones to authorize the City Treasurer to complete a 24/25 FY Budget in the amount of \$6,751.00. VOTE: All Aye. RESOLUTION CARRIED 7-0.

11. Adjourn Meeting. Motioned by Jones, supported by Rodgers to adjourn the meeting at 9:20 P.M.. VOTE: All Aye. MOTION CARRIED 7-0.

Respectfully Submitted by Jonathan Smith, City Manager



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Final Minutes of the January 13, 2025, Regular City Council Meeting

1. Call to Order:

- The regular session meeting of the City of the Village of Clarkston City Council was called to order by Mayor Wylie at 7:00 P.M.

2. Pledge of Allegiance:

- Mayor Wylie led the Pledge of Allegiance

3. Roll Call:

- Councilmembers Present: Sue Wylie, Mayor, Laura Rodgers, Mayor Pro Tem, Al Avery, Gary Casey, Amanda Forte, Erica Jones, and Ted Quisenberry.
- Council Members Absent: None
- Others Present: Jonathan Smith, City Manager; Tom Ryan, City Attorney, Sgt. John Ashley, Oakland County Sheriff
- Others Absent: None

4. Approval of Agenda:

- Motioned by Jones, supported by Rodgers to approve the agenda as presented. VOTE: All Aye. MOTION CARRIED 7-0

5. Public Comments:

- None

6. FYI:

Public Hearing on January 21st at 7:00 PM
CIDL Used Book Sale January 28th through February 1st

7. City Manager Report:

- Domain Name Renewal
- New Website Go-Live Postponed
- Oakland County Sheriff Services
- Police Overbilling Refund Received
- Independence Television Videll Services

8. Sheriff's Report through December 2024

9. Motion: Acceptance of Consent Agenda as Presented

- Final Minutes of the November 25, 2024 Regular Meeting
- Draft Minutes of the December 9, 2024 Regular Meeting
- Treasurer's Report December 23, 2024
- Treasurer's Report January 13, 2025

Motioned by Avery, supported by Jones to approve the Consent Agenda. VOTE: All Aye.
MOTION CARRIED 7-0

10. **Unfinished Business:**

None

11. **New Business:**

a. Discussion: 2024 HDC Activity Report

Presentation from Michael Moon, HDC Commissioner

b. Discussion: Contract Clerk Expenses To-Date

Summary from Jonathan Smith, City Manager

c. Motion: Revisions to the City's Policies and Procedures Manual

Motioned by Quisenberry, supported by Jones to update the Policies & Procedures Manual to reflect the new City Council members and to include a procedure to pay non-salaried workers double-time pay when required to work a designated holiday, effective December 1, 2024.
VOTE: All Aye. MOTION CARRIED 7-0.

d. Resolution: Recoup of the Cost of the West Alley Sanitary Sewer Repair

Motioned by Wylie, supported by Jones to table the matter until the next meeting. VOTE: Jones, Rodgers and Wylie Aye. Quisenberry, Forte, Casey, Avery Nay. MOTION FAILS, 3-4.
Resolved by Avery, Supported by Casey to authorize the City Treasurer to recoup the \$194,024.54 West Alley Sanitary Sewer Repair cost through the City's Sewer Billing System based on eight (8) quarterly payments of \$44.00 per quarter per Residential Equivalent Unit (REU) starting with the February 2025 billing cycle. VOTE: Wylie, Quisenberry, Jones, Forte, Casey, Avery Aye. Rodgers Nay. RESOLUTION CARRIED 6-1.

e. Resolution: Purchase of Replacement Snowplow Cutting Edges

Resolved by Jones, Supported by Rodgers to authorize the purchase of Boss V-Blade Cutting Edges from Truck & Trailer Specialties at a total cost of \$674.26 to be funded by the Material & Outside Labor - Pickup Truck budget (101-446-861.001) in the 24/25 Fiscal Year. VOTE: All Aye. RESOLUTION CARRIED 7-0.

12. Motion: Adjourn Meeting at 8:39 P.M.

- Motioned by Jones, supported by Avery to adjourn. VOTE: All Aye. MOTION CARRIED 7-0.

Respectfully Submitted by Jonathan Smith, City Manager

TREASURER'S REPORT FOR CITY COUNCIL MEETING:

2/10/2025

Treasurer's Report:

I. Disbursements from 01/01/2025 - 01/31/2025

101 General Fund	\$	32,969.02
202 Major Streets	\$	707.58
203 Local Street	\$	105.41
220 Mill Pond Lake	\$	459.00
231 Parking Meter Fund	\$	985.81
236 Friends of Depot Park	\$	-
301 GO Bond Debt	\$	-
401 Capital Projects Fund	\$	540.00
590 Sewer Fund	\$	-
591 Water Fund	\$	-
703 Tax Fund	\$	285,172.53
Total	\$	320,939.35

II. Invoices for review and payment approval

Carlisle Wortman - 2025 Code Enforcement	\$	-
Carlisle Wortman - 2025 Building Administration	\$	-
Carlisle Wortman - Master Plan, Bldg Adm, Planner & Other	\$	-
HRC MS4 Permitting	\$	-
HRC Professional Services September 2025	\$	-
Tom Ryan - Professional Services (Jan 2025 Invoice)	\$	1,662.50
Tom Ryan - Professional Services Court (Jan 2025 Invoice)	\$	237.50
Total	\$	1,900.00

III. Other Checks for Review

	\$	-
	\$	-
	\$	-
	\$	-
Total	\$	-

GRAND TOTAL	\$	322,839.35
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CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
 CHECK DATE FROM 01/01/2025 - 01/31/2025
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
01/02/2025	GEN	11795	1/21/2025	DTE ENERGY	DETROIT EDISON-VH	920.000	265	27.66
			1/21/2025		DETROIT EDISON-VH	920.000	265	229.81
			1/21/2025		DTE UPPER PARKING LOT	923.000	265	414.81
			1/21/2025		DTE UPPER PARKING LOT	923.000	265	54.87
			1/21/2025		DTE UPPER PARKING LOT	923.000	265	17.62
			1/21/2025		DTE UPPER PARKING LOT	923.000	265	76.88
				CHECK GEN 11795 TOTAL FOR FU				821.65
01/06/2025	GEN	11796	1/6/2025	COMCAST	TELEPHONE	850.000	172	484.38
01/06/2025	GEN	11797	204390487844	CONSUMERS ENERGY	VH - UTILITIES CONSUMERS	921.000	265	413.55
01/06/2025	GEN	11798	5070708860	RICOH USA, INC	SUPPLIES	726.000	172	279.69
01/06/2025	GEN	11799	236164	PRINTING SYSTEMS, INC.	SUPPLIES	726.000	262	162.45
			236723		SUPPLIES	726.000	262	86.18
				CHECK GEN 11799 TOTAL FOR FU				248.63
01/06/2025	GEN	11800	369792	VIEW NEWSPAPER GROUP	PUBLICATIONS	901.000	215	805.80
01/08/2025	GEN	11801	C1050315	OAKLAND COUNTY TREASURER	COMPUTER SUPPORT	853.000	253	229.02
01/08/2025	GEN	11802	11138	THOMAS J RYAN PC	LEGAL FEES	803.000	266	855.00
			11137		LEGAL FEES	803.000	266	95.00
				CHECK GEN 11802 TOTAL FOR FU				950.00
01/08/2025	GEN	11803	75058	CHARTER TOWNSHIP OF INDEPEND	VEHICLES - GAS & OIL	862.000	446	219.41
01/08/2025	GEN	11804	2177131	CARLISLE/WORTMAN ASSOC INC	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	302	885.06
01/08/2025	GEN	11805	2177130	CARLISLE/WORTMAN ASSOCIATES,	BLDG DEPT PROFESSIONAL FEES	809.000	371	1,638.73
01/09/2025	GEN	11807	1/10/2025	ANGELA GUILLEN	MILEAGE/CONFERENCE	860.000	172	44.22
01/10/2025	GEN	11806	1/10/2024	ANGELA GUILLEN	SALARY - CLERK	703.001	215	1,280.00
01/14/2025	GEN	11808	230267651	COMCAST	TELEPHONE	850.000	172	386.08
01/14/2025	GEN	11809	250070053843	BLUE CARE NETWORK	HEALTH INSURANCE	712.000	441	529.97
01/14/2025	GEN	11810	1082767	ROSATI,SHULTZ,JOPPICH & AMTS	LEGAL FEES			** VOIDED **
01/14/2025	GEN	11811	-12473-82379	WM CORPORATE SERVICES, INC	RUBBISH COLLECTION	818.000	265	571.27

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
 CHECK DATE FROM 01/01/2025 - 01/31/2025
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
01/14/2025	GEN	11813*#	1/22/2025	ELAN FINANCIAL SERVICES	SUPPLIES	726.000	172	268.35
			1/22/2025		TECHNOLOGY/INTERNET EXPENSE	852.000	172	83.72
			1/22/2025		SUPPLIES	726.000	248	145.43
			1/22/2025		SUPPLIES-VH BUILDING	726.004	265	14.97
			1/22/2025		PARK MATERIALS	728.000	265	534.82
			1/22/2025		PHYSICAL EXPENSES	713.000	441	229.97
			1/22/2025		DPW SUPPLIES	726.000	441	195.13
			1/22/2025		DPW EQUIPMENT	726.000	446	92.98
				CHECK GEN 11813 TOTAL FOR FU				1,565.37
01/21/2025	GEN	11814	200205490692	DTE ENERGY	DTE STREET LIGHTING	926.000	448	1,769.45
01/21/2025	GEN	11815	1/21/2025	M-15 HERITAGE ROUTE COMMITTEE	DUES & CONFERENCES	958.000	101	100.00
01/23/2025	GEN	11820	1/23/2025	JONATHAN & TONI SMITH	CURRENT TAX REVENUES	402.000	000	592.81
01/24/2025	GEN	11816	0223140	HUBBELL ROTH & CLARK INC	ENGINEERING SERVICES	810.001	701	829.20
01/24/2025	GEN	11817	236535	PRINTING SYSTEMS, INC.	SUPPLIES	726.000	253	112.11
01/24/2025	GEN	11818	1/24/2025	ANGELA GUILLEN	SALARY - CLERK	703.001	215	2,720.00
01/27/2025	GEN	11821	158373	BS&A SOFTWARE	COMPUTER SUPPORT	853.000	253	704.00
01/27/2025	GEN	11822	1/21/2025	HOME DEPOT CREDIT SERVICES	DPW SUPPLIES	726.000	441	57.28
01/27/2025	GEN	11823	108908608	RICOH USA INC	RICOH COPIER LEASE	941.000	172	86.97
01/27/2025	GEN	11824	01/31/2025	DOUG WEAVER	SALARY - BLDG INSPECTORS	805.001	371	1,350.00
01/27/2025	GEN	11825	1/31/2025	JEFF SHAFER	SALARY - BLDG INSPECTORS	805.001	371	75.00
01/27/2025	GEN	11826	1/31/2025	KRISTINA WELSH	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	371	150.00
01/27/2025	GEN	11827	3545	MICHIGAN DOWNTOWN ASSOCIATIO	DUES & CONFERENCES	958.000	101	350.00
01/29/2025	GEN	11828	19972	PSLZ LLP	AUDIT FEES	805.000	223	12,500.00
01/29/2025	GEN	11829	048-00029-001	CHARTER TOWNSHIP OF INDEPEND	SEWER & WATER-VH	924.000	265	31.35
01/30/2025	GEN	11830	2/1/2025	CITY OF THE VILLAGE OF CLARK	SEWER & WATER-VH	924.000	265	188.02
				Total for fund 101 GENERAL				32,969.02

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CHECK DATE FROM 01/01/2025 - 01/31/2025
Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET								
01/14/2025	GEN	11813*#	1/22/2025	ELAN FINANCIAL SERVICES	SUPPLIES & MTLs - NON-WINTER MAINT	726.001	451	407.55
01/23/2025	GEN	11819*	0019103506-001	ROCK BOTTOM STONE SUPPLY	SALT - WINTER SIDEWALK	778.000	453	300.03
Total for fund 202 MAJOR STREET								707.58

02/04/2025 01:43 PM
User: TREASURER2
DB: Clarkston

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 01/01/2025 - 01/31/2025
Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET								
01/23/2025	GEN	11819*	0019103506-001	ROCK BOTTOM STONE SUPPLY	SALT - WINTER SIDEWALK	778.000	453	105.41
Total for fund 203 LOCAL STREET								105.41

02/04/2025 01:43 PM
User: TREASURER2
DB: Clarkston

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 01/01/2025 - 01/31/2025
Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 220 MILL POND LAKE IMPROVEMENT FUND								
01/21/2025	MILL	285	4430	LAKE PRO, INC. - COMPLETE H2	MDEQ PERMIT FEES	808.000	265	459.00
Total for fund 220 MILL POND LAKE IMPROVEMENT								459.00

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 CHECK DATE FROM 01/01/2025 - 01/31/2025
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 231 PARKING METER FUND								
01/12/2025	PARK	1311	INV-1050317	PASSPORT LABS, INC	MISC EXPENSE	955.000	172	449.72
			INV-1050492		MISC EXPENSE	955.000	172	222.75
				CHECK PARK 1311 TOTAL FOR FU				<u>672.47</u>
01/14/2025	PARK	1312	INV79959	DORNBOS SIGN, INC.	MISC EXPENSE	955.000	172	134.92
01/21/2025	PARK	1313	IRIS0000140207	T2 SYSTEM CANADA INC	MISC EXPENSE	955.000	172	55.00
			IRIS0000140208		MISC EXPENSE	955.000	172	55.00
				CHECK PARK 1313 TOTAL FOR FU				<u>110.00</u>
01/27/2025	PARK	1314	267033911	T-MOBILE	PHONE EQUIPMENT	760.000	172	68.42
				Total for fund 231 PARKING METER FUND				985.81

02/04/2025 01:43 PM
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DB: Clarkston

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON
CHECK DATE FROM 01/01/2025 - 01/31/2025
Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 401 CAPITAL PROJECT FUND								
01/14/2025	GEN	11812	5060	RAHMBERG STOVER & ASSOCIATES	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	901	540.00
Total for fund 401 CAPITAL PROJECT FUND								540.00

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 CHECK DATE FROM 01/01/2025 - 01/31/2025
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 703 TAX								
01/13/2025	TAX	941(E)	1/10/2025	CLARKSTON COMMUNITY SCHOOLS	TAX COLLECTIONS	274.000	000	14,932.06
01/13/2025	TAX	942(E)	1/10/2025	OAKLAND COUNTY TREASURER	TAX COLLECTIONS	274.000	000	58,897.52
01/13/2025	TAX	943(E)	1/10/2025	CITY OF CLARKSTON CVT	TAX COLLECTIONS	274.000	000	126,807.07
01/13/2025	TAX	944(E)	1/10/2025	CLARKSTON INDEPENDENCE DISTR	TAX COLLECTIONS	274.000	000	25,909.67
01/13/2025	TAX	945(E)	1/10/2025	MILL POND ASSOCIATION	TAX COLLECTIONS	274.000	000	2,431.00
01/13/2025	TAX	946(E)	1/10/2025	CITY OF CLARSTKON SEWER-DELQ	TAX COLLECTIONS	274.000	000	5,149.56
01/20/2025	TAX	947(E)	1/17/2025	OAKLAND COUNTY TREASURER	TAX COLLECTIONS	274.000	000	12,366.12
01/20/2025	TAX	948(E)	1/17/2025	CITY OF CLARKSTON CVT	TAX COLLECTIONS	274.000	000	31,278.41
01/20/2025	TAX	949(E)	1/17/2025	CLARKSTON INDEPENDENCE DISTR	TAX COLLECTIONS	274.000	000	6,623.87
01/20/2025	TAX	950(E)	1/17/2025	CITY OF CLARSTKON SEWER-DELQ	TAX COLLECTIONS	274.000	000	777.25
					Total for fund 703 TAX			285,172.53
TOTAL - ALL FUNDS								320,939.35

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

Thomas J. Ryan, P.C.
2055 Orchard Lake Road
Sylvan Lake, MI 48320

Invoice submitted to:
Jonathan Smith
City Manager
City of the Village of Clarkston
375 Depot Road
Clarkston, MI 48346

February 3, 2025

Invoice #11140

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
1/10/2025 Review multiple correspondences between court clerk for Judge Matthews and Mr. Bisio re: filing of Certified Record re: Bisio v Clarkston	1.00 95.00/hr	95.00
1/13/2025 Review council packet for 1/13/25 council meeting	0.50 95.00/hr	47.50
Attend City Council meeting	3.00 95.00/hr	285.00
1/14/2025 Review Certified Record from Secretary of State re: Bisio v Clarkston Case No. 2024-211358-AA	1.50 95.00/hr	142.50
1/23/2025 Review Agreement with Oakland County Hazardous Waste; Review Historic District Study Committee Report; Prepare Resolution re: Historic District Study Committee Report; Phone call to City Manager re: 130 N. Main	3.00 95.00/hr	285.00
1/27/2025 Review council packet for 1/27/25 council meeting	0.50 95.00/hr	47.50
Prepare response to campaign finance complaint	2.00 95.00/hr	190.00
Attend City Council Meeting	3.00 95.00/hr	285.00
1/30/2025 Prepare final draft and file city's response to campaign finance complaint re: Bisio v Clarkston	3.00 95.00/hr	285.00
For professional services rendered	17.50	\$1,662.50
Previous balance		\$855.00

	<u>Amount</u>
Accounts receivable transactions	
1/14/2025 Payment - Thank You No. 11802	<u>(\$855.00)</u>
Total payments and adjustments	<u>(\$855.00)</u>
Balance due	<u><u>\$1,662.50</u></u>

Thomas J. Ryan, P.C.

2055 Orchard Lake Road
Sylvan Lake, MI 48320

Invoice submitted to:
Jonathan Smith
City Manager
375 Depot Road
Clarkston, MI 48346

February 3, 2025

In Reference To: Clarkston Court/Prosecution
Invoice #11139

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>
1/8/2025 Attend court hearing re: Clarkston vs Greene; Phone call from/to Mr. Greene	2.00 95.00/hr	190.00
1/14/2025 Review correspondence from 52/2 District Court re: Clarkston v Scott	0.50 95.00/hr	47.50
For professional services rendered	<u>2.50</u>	<u>\$237.50</u>
Previous balance		\$95.00
Accounts receivable transactions		
1/14/2025 Payment - Thank You No. 11802		(\$95.00)
Total payments and adjustments		<u>(\$95.00)</u>
Balance due		<u><u>\$237.50</u></u>

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Motion - City Attorney Retirement and Search Committee

Long-time City Attorney Tom Ryan recently notified the City of his intention to retire effective June 30, 2025 (see attached letter).

Mayor Wylie has recommended that a search committee be formed immediately to evaluate potential replacements (including those recommended by current Attorney Ryan) and make a recommendation to the City Council.

Motioned by _____ and Seconded by _____ to (a) accept City Attorney Tom Ryan's letter of resignation, (b) formally thank him for his many years of dedicated service to the City, (c) establish a City Attorney Search Committee and (d) appoint _____, _____, and _____ to the committee for purposes of evaluating potential replacements and make a recommendation to City Council no later that June 30, 2025.

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wylie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
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<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input type="checkbox"/> Absent

Motion is Adopted

Motion is Defeated

Jonathan Smith, City Manager

February 10, 2025

Date

LAW OFFICES
THOMAS J. RYAN, P.C.

2055 ORCHARD LAKE ROAD
SYLVAN LAKE, MICHIGAN 48320

TELEPHONE (248) 334-9938
FAX (248) 858-8508

THOMAS J. RYAN

January 27, 2025

HAND DELIVERED

Attention Mayor Wylie and City Manager Jonathan Smith

Dear Mayor Wylie and Mr. Smith:

I am writing to inform you I have decided to retire as City Attorney, effective June 30, 2025.

It has been my privilege to represent the City all these many, many years as well as having worked with many wonderful staff and council members.

I will be of assistance in the selection process for hiring a new city attorney, if necessary. I wish all the best for the City of the Village of Clarkston and its residents.

Respectfully submitted,


Thomas J. Ryan, City Attorney

TJR/lp

City of the Village of Clarkston

375 Depot Road
Clarkston, Michigan 48346

Resolution - City Treasurer Certification Program

WHEREAS, City Treasurer Greg Cote' has been a dedicated employee of the City since 2017, and;

WHEREAS, in 2023, Greg completed the first of a three-step process to become a Certified Municipal Treasurer through the Michigan Municipal Treasurers Association (MMTA), and;

WHEREAS, in 2025, Greg would like to complete the second step of the certification process by attending the MMTA's "Basic Institute" event from April 27th through May 2nd in Mt. Pleasant, MI at a total cost of approximately \$1,100, and;

NOW THEREFORE, BE IT RESOLVED that the City of the Village of Clarkston hereby authorizes the City Treasurer to attend the MMTA Basic Institute event as a second part of a three-part training to become a Certified Municipal Treasurer at a not-to-exceed cost of \$1,100 to be paid from the Treasurer's Dues & Conference budget (101-523-958.000).

Avery	Casey	Forte	Jones	Quisenberry	Rodgers	Wyllie	Totals
<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
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Resolution is Adopted

Resolution is Defeated

Jonathan Smith, City Manager

February 10, 2025

Date

Greg Cote

From: mmta@memberclicks-mail.net on behalf of MMTA <mmta@memberclicks-mail.net>
Sent: Wednesday, February 5, 2025 11:38 AM
To: Greg Cote
Subject: Basic Institute Training Opportunity

2025 BASIC INSTITUTE

APRIL 27 - MAY 2 • COMFORT INN & SUITES • MT. PLEASANT



Basic Institute is the cornerstone of MMTA's educational programs. The three year curriculum is designed by the national APT US&C organization and includes 100 hours of instruction on the topics treasury professionals need to know.

What Your Peers Say...

"Basic Institute was such an incredible journey, both professionally and personally."

"All the information and take aways are amazing – there's so many things to take back to your workplace."

"My favorite part of Basic is the networking and learning how different we are yet also how many of us are in the same boat!"

- 2024 Basic Institute Attendees

Topics

- Treasury In A Year - Important Dates & Responsibilities
- Fund Accounting - GL Basics
- Banking Service Basics & Case Studies on Avoiding Fraud
- Concepts of Bank Reconciliation & Why It's Important
- Investing 101 & the Basics of PA-20
- Investment Policy Basics & How to Certify Your Policy
- Capital Improvement Plans for All Types of Communities
- Latest in Counterfeit and Fraud Threats
- Identifying and Managing Conflicts of Interest
- Communicating Treasury's Contribution
- What Every Public Treasurer Should Know About Budgeting
- Evolving Office Technology - Tips and Tricks
- Active Assailant Training
- Understanding the Five Types of People
- Communicating with Your Citizens

Topics Subject to Change

Registration

The Basic Institute registration fee of \$599 includes all sessions, materials, and most meals for this year's conference. If your budget is limited, ask us about scholarship opportunities. Institute attendance is in-person only.

Mt. Pleasant Comfort Inn & Suites and Conference Center

Basic Institute is at the centrally located Mt. Pleasant Comfort Inn. Make sure to ask for the MMTA group rate of \$96-\$120/night plus applicable fees and taxes. Make your reservation directly with the hotel by calling 989-772-4000.

Gregory, you're invited to attend Basic Institute this April. This incredible conference provides the building blocks and core skills that any public treasury professional needs to have, leads to the MICPT **certification**, and provides an opportunity to network with other Michigan treasurers, deputies, and assistants.

Don't miss the great line-up of speakers and topics to help you on the "Road to Your Success." To foster the great networking and peer learning that Institute is known for, this conference will be an in-person event, with no option for online attendance.

Find more **[details here](#)** or you can **[register online](#)** today. If you have any questions, please contact us at info@mmta-mi.org.

We look forward to seeing you in April!

Michigan Municipal Treasurers Association

info@MMTA-MI.org | www.MMTA-MI.org

[989-820-8389](tel:989-820-8389) | Post Office Box 324 | Tawas City Michigan | 48764

This email was sent to coteg@villageofclarkston.org by info@mmta-mi.org

Michigan Municipal Treasurers Association

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