

**CITY OF ST CLAIR, MICHIGAN
REGULAR COUNCIL MEETING MINUTES
MONDAY, DECEMBER 15, 2025- 6:00 P.M.**

Meeting Called to Order at 6:00pm by Mayor Cedar in the Council Chambers of the Municipal Building, 547 N. Carney Drive, St. Clair, Michigan, 48079.

PLEDGE OF ALLEGIANCE was recited.

PRESENT: Mayor Cedar, Members Gottler, Kuffa, LaPorte, Paul, Volz, Westrick

ABSENT: None

ADMINISTRATION: Dee Boulter, Building Inspector; James T Downey, Kane, Clemons, Joachim & Downey; Steve Duchane, City Superintendent; Donovan Ennis, Police Sergeant; Timothy Raker, Police Chief; Annette Sturdy, City Clerk.

AUDIENCE: There were 55 people in attendance.

CONSENT AGENDA – Kuffa moved, Volz seconded, CARRIED, to approve Consent Agenda item A. as presented.

A. City Council Minutes of December 1, 2025 Regular Meeting: Approved

RECOGNITION

Recognition of Volunteer Service-Mayor Cedar recognized Terry Beier and Dan McCartney for their 45 and 20 plus years, respectively, of community commitment and dedication shown by their volunteer service on several Commissions including Planning, Golf and Harbor.

ORDINANCES AND RESOLUTIONS

Resolution (25-21) Board of Review- RESOLUTION TO SET AN ALTERNATE DATE FOR THE JULY OR DECEMBER BOARD OF REVIEW WHEREAS, Section 53b of the General Property Tax Act, MCL 211.53b, requires a Board of Review that meets in July to meet on Tuesday following the third Monday in July, and a Board of Review that meets in December to meet on the Tuesday following the second Monday in December; and **WHEREAS**, assessors who work for multiple cities are not always able to attend the Board of Review meeting for each city when they meet on the same day; and **WHEREAS**, Public Act 122 of 2008, effective May 9, 2008, allows an alternate July Board of Review meeting date during the week of the third Monday in July; and an alternate December Board of Review meeting date during the week of the second Monday of December; and **WHEREAS**, it will benefit the residents of the City of St. Clair to have the assessor available to assist the Board of Review and taxpayers in processing tax appeals and poverty exemptions; **NOW, THEREFORE, BE IT RESOLVED** that Thursday of the week of the third Monday of July and Thursday of the week of the second Monday of December have been selected as the meeting days of all future July and December Board of Review.

Volz moved, LaPorte seconded, CARRIED, to approve Resolution (25-21) as presented.

Ayes: Gottler, Kuffa, LaPorte, Paul, Volz, Westrick, Cedar

Nays: None

RESOLUTION DECLARED ADOPTED

Resolution (25-22) FY26 Fee Amendment- RESOLUTION AMENDING 2025-26 ANNUAL

SCHEDULE OF FEES AND CHARGES BE IT RESOLVED, that the revised list of schedule of fees and charges for the 2025-2026 budget, attached as "Exhibit A" to this Resolution, be approved effective January 1, 2026.

Volz moved, Westrick seconded, CARRIED, to approve Resolution (25-22) as presented.
Ayes: Kuffa, LaPorte, Paul, Volz, Westrick, Gottler, Cedar
Nays: None

RESOLUTION DECLARED ADOPTED

Resolution (25-23) MERS Uniform Transfer Provision- **WHEREAS**, the City of St. Clair is a participating municipality or court in the Municipal Employees' Retirement System of Michigan ("MERS"); and **WHEREAS**, under Section 20 of the MERS Plan Document, all transferred employees (and rehired employees) are covered under the open employee plan associated with the defined employee group unless the participating municipality or court elects plan continuation for transfers and rehires; **WHEREAS**, pursuant to Section 20 of the MERS Plan Document, the participating municipality or court may adopt for all its MERS divisions (present and future) a plan continuation transfer and rehire policy which allows all transferred and rehired employees to be placed in the division, whether open or closed, covered by the plan from which the employee transferred from, or the rehired employee previously was enrolled, so long as the plan type is the same, and such plan type exists. If none, then the covered employee will be placed into the open division; **NOW THEREFORE BE IT RESOLVED**, that effective January, 2026, the Governing Body adopts this Resolution (or for a participating court, the Chief Judge by Administrative Order) for all present and future employee divisions requiring that all transferred and rehired employees (select only one): shall be enrolled in the open plan in the division into which they are transferred as set forth in the Standard Transfer Chart (see Standard Participant Transfer Rules). shall be enrolled in the applicable division, whether closed or open, covered by the plan from which the employee transferred from, or the rehired employee previously was enrolled, so long as the plan type is the same, and such plan type exists. If none, the open division as set forth in the Continuation Chart (see Plan Continuation Rules). MERS' transfer and rehire procedures are an administrative process subject to the MERS' Plan Document. Changes to the Plan Document may impact MERS' ability to administer this election in the future

Volz moved, Kuffa seconded, CARRIED, to approve Resolution (25-23) as presented.
Ayes: LaPorte, Paul, Volz, Westrick, Gottler, Kuffa, Cedar
Nays: None

RESOLUTION DECLARED ADOPTED

REPORTS FROM ADMINISTRATION

City Superintendent – City offices closed 12/24-12/26 and December 31-January 2. Garbage will be delayed to Friday both weeks.

City Attorney- Report heard on 300 N. Carney Dr regarding satisfaction of remedy to the Dangerous Building issue.

City Departments – Report heard from Clerk Sturdy on Wreaths Across America.

Authority, Board, Commission, Committee Chairman or Council Representative – None

UNFINISHED BUSINESS - None

NEW BUSINESS

Confirm appointment of Police Chief-

LaPorte moved, Kuffa seconded, CARRIED, to affirm the city superintendent's appointment of Don Ennis as Police Chief effective December 15, 2025

Ayes: Paul, Volz, Westrick, Gottler, Kuffa, LaPorte, Cedar
Nays: None

Approve Authority, Board and Commission appointments-

LaPorte moved, Kuffa seconded, CARRIED, to approve appointments and residency waivers as recommended.

Approve recommendation of award-Jordan Creek Culvert improvements

Volz moved, Westrick seconded, CARRIED, based upon the bids submitted and experience, the Jordan Creek Culvert Improvements project be awarded to Murray Underground Systems, Inc., 5280 Lakeshore Road, Fort Gratiot, Michigan, 48059 at the bid amount of \$24,700.00.

Ayes: Volz, Westrick, Gottler, Kuffa, LaPorte, Paul, Cedar
Nays: None

Approve purchase of 2022 Transit Van for Senior Transportation program-

Volz moved, LaPorte seconded, CARRIED, to approve the city superintendent's recommendation to purchase and accept Dealers quoted contribution of donation for the purchase of a 2022 Ford Transit Van #5W0536P equipped for disability access in the amount of \$ 20,000 from LaFontaine Dealerships, Inc.

Ayes: Gottler, Kuffa, LaPorte, Paul, Volz, Westrick, Cedar
Nays: None

Approve cleaning services contract-Preferred Cleaning Group, Inc

Kuffa moved, Volz seconded, CARRIED, to approve bid award for cleaning services to Preferred Cleaning Group, Inc for \$2,590 per month.

Ayes: Kuffa, LaPorte, Paul, Volz, Westrick, Gottler, Cedar
Nays: None

CLAIMS AND ACCOUNTS – December 3 and 10, 2025

Check register listing the bills for the period ending December 3, 2025 (check number 62643-62695) in the amount of \$70,655.88 and for the period ending December 10, 2025 (check number 62696-62742) in the amount of \$132,899.85 were presented for Council review.

LaPorte moved, Kuffa seconded, CARRIED, to approve payments of December 3 and December 10, 2025 Claims and Accounts as presented.

PUBLIC QUESTIONS AND COMMENTS – None

MAYOR AND COUNCILMEMBER COMMENTS AND ANNOUNCEMENTS – Mayor and Council again thanked Terry and Dan for their years of volunteer service and congratulated Chief Ennis on his promotion. City offices closed December 24-26, 31 and January 1 & 2, 2026.

ADJOURNMENT at 6:31pm

Annette Sturdy, City Clerk

Bill Cedar, Jr., Mayor