



**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](http://www.teams.microsoft.com) and enter the Meeting ID: 216 646 593 066 and Passcode: abjPKn

### **Regular City Council Meeting Agenda – December 9, 2024, 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:  
Lake Improvement Board Meeting, December 11<sup>th</sup>  
Clarkston Holiday Lights Parade, December 14<sup>th</sup>  
Clarkston Christmas Market, December 14<sup>th</sup>
7. City Manager's Report
8. Sheriff's Report
9. Consent Agenda:  
Final Minutes of the November 12, 2024 Regular Meeting  
Draft Minutes of the November 25, 2024 Regular Meeting  
Treasurer's Report December 9, 2024

**10. Unfinished Business:**

- a. Motion: Historic District Commission, Appointment of M. Luginski Replacement

**11. New Business:**

- a. Motion: Request to Hold the Annual Angel's Place Race in Clarkston May 10, 2025
- b. Motion: 2025 City Council Meeting Schedule
- c. Motion: Cancellation of the December 23<sup>rd</sup> City Council Meeting
- d. Resolution: Extension of the Contractual Clerk Agreement

**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.

No. L-24-38

**NOTICE OF MEETING OF THE  
LAKE IMPROVEMENT BOARD  
FOR**

A meeting of the Lake Improvement Board for Clarkston Mill Ponds  
will be held on Wednesday, December 11, 2024 at 6:45 PM  
at the Clarkston Independence District Library - Community Meeting Room  
6495 Clarkston Road, Clarkston, Michigan 48346

Posted: December 3, 2024  
11:00 AM

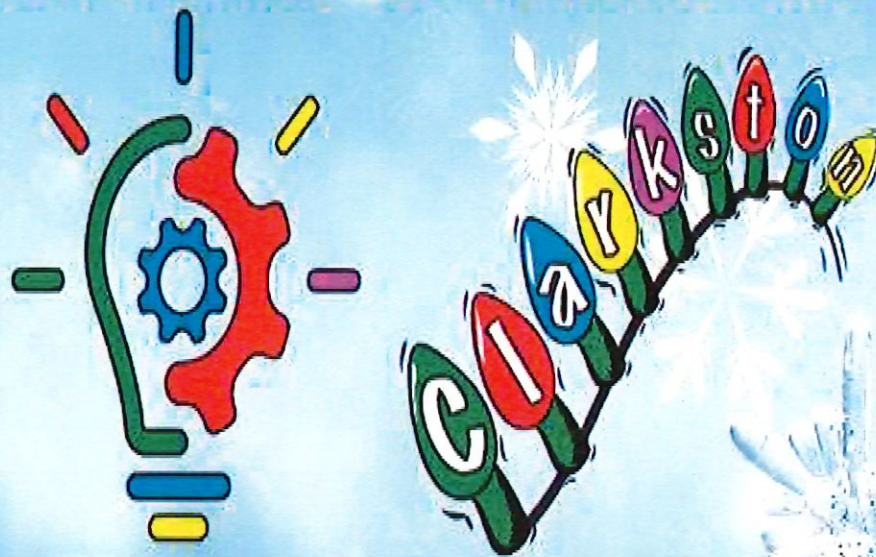
Oakland County Water Resources Commissioner Contact information -

One Public Works Drive  
Building 95W  
Waterford, MI 48328-1907  
(248) 858-0958

**Saturday, December 14, 2024**

**Parade theme:**

**Innovate & Illuminate**



**Clarkston Holiday Lights Parade**

**Parade starts at 6:00 pm**



**Register at**

**<https://www.teamrush27.net/community/holiday-lights-parade>**

Brought to you by the City of the Village of Clarkston and friends of the community.



# CLARKSTON CHRISTMAS MARKET!

Saturday, December 14, 2024

4-8pm

Depot Park, Clarkston, MI



## FEATURING

Pop-up shops and food trucks.

Free activities for the kids: pony rides, s'mores, games and a visit with Santa!

Photos with Santa available for purchase from Amy Peterson photography

## SPONSORS

Amy Peterson Photography • Clarkston Area Optimist Club • Clarkston Living •  
Clarkston News • Clarkston Post Office • Clarkston United Methodist Church •  
DeAnna Olsen • Michelle Geiger/Century 21 • MLC Building • Munk Orthodontics  
• Mel's Grill • The City Of The Village Of Clarkston • Washington Management-  
Adler/Roth • Woodland Airstream • Yellow Dog Marketplace

**City of the Village of Clarkston**  
**City Manager Report**  
**December 9, 2024**

**Meeting Rules of Procedure**

During discussion in the November 25<sup>th</sup> Council Meeting on the topic of Meeting Rules of Procedure, the question was asked, were the rules dated June 9, 2022 formally adopted by the Council? Yes, the rules were unanimously adopted by Council in their June 13, 2022 meeting. The procedure for modifying the rules, should it be necessary, are included on page 5 of the document.

**Mill Pond Dam**

As shown in the FYI sections of this agenda, the Lake Improvement Board for the Clarkston Mill Ponds will be holding an open meeting on December 11<sup>th</sup> starting at 6:45 PM at the CID Library. See the attached Letter to Residents for more details on the meeting.

**Salary Study Status**

Last week details on the City's administrative job descriptions, salaries, benefits, vacation and holidays were provided to the MML salary study consultant (Rahmberg Stover & Associates) for purposes of the Salary Study they are preparing for the City. It is expected that the consultant's final report and recommendations will be made available before year end. The Finance Committee will then meet to review the recommendations and budget implications prior to making a recommendation to Council.

**Park Rental Fee Study Status**

Progress was made this week on the Park Rental Fee Study requested by Council earlier this year. It is expected that a full report and recommendation will be brought to the January 13<sup>th</sup> meeting for consideration.

Respectfully submitted, **Jonathan Smith, City Manager, December 5, 2024**

December 3, 2024

Dear Clarkston Mill Ponds Resident,

This letter is to inform you that a meeting of the Lake Improvement Board for the Clarkston Mill Ponds will be held on **Wednesday, December 11, 2024 at 6:45 p.m.** at the Clarkston Independence District Library - Community Meeting Room, 6495 Clarkston Rd, Clarkston, MI 48346.

In addition to the regular Lake Improvement Board business, the results of the Clarkston Mill Ponds Legal Lake Level Study conducted by Fishbeck will be discussed. The lake level study includes the following:

- 1) Proposed legal elevations for the lake
- 2) Proposed cost estimate for construction of new lake level structures
- 3) Alternative lake level control structures with cost estimates
- 4) Hydraulics for the proposed lake level control structure
- 5) Proposed assessment district (not an assessment role)

As part of the legal lake level study presentation, Mr. Ryan Woloszyk, P.E., will have a short PowerPoint to go over the key elements of the study. Following the review of the study, there will be an opportunity for any resident that wants to sign the petition for the creation of a legal lake level to do so. This is the first step in the process to enable the Water Resources Commissioner's Office to take ownership of the lake level and construct the new structures necessary to maintain the legal lake level.

An electronic copy of the study can be viewed online at <https://tinyurl.com/3jehav7w>.

Sincerely,

Clarkston Mill Ponds Lake Improvement Board

**OAKLAND COUNTY SHERIFF DEPARTMENT  
INDEPENDENCE SUBSTATION**

TO: John Smith, City Manager  
 FROM: Lieutenant Richard Cummins, Substation Commander  
 SUBJECT: City of the Village of Clarkston Monthly Report

ARRESTS	2024												2023	
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD	YTD
Felony (CLR-059)	0	0	0	0	0	0	0	0	0	0			0	1
Misdemeanors (CLR-059)	2	0	0	0	0	0	1	1	0	3			7	9
<b>MICR:</b>														
Violent Crimes (CLR-004)	1	0	0	0	2	2	0	0	0	0			5	0
Property Crimes (CLR-004)	0	0	0	0	0	1	1	6	0	0			8	4
<b>TRAFFIC:</b>														
Monthly Citations Citation Report	3	29	28	10	11	11	10	29	15	17			163	304
Crashes - Crash Report	5	4	2	3	2	5	3	2	5	6			37	30
<b>LIQUOR INSPECTION ACTIVITY:</b>														
Alcohol Compliance Checks (AE)	0	4	0	0	0	0	0	0	0	0			4	0
Violations (CLR-065)	0	0	0	0	0	0	0	0	0	0			0	0
<b>COMMUNITY LIAISON:</b>														
Community Meetings L3535	2	1	1	1	1	1	1	1	1	0			10	24
Community Other L3539	1	0	0	0	0	0	0	0	0	0			1	0
<b>STATION STATISTICS:</b>														
Calls for Service (CLR-065)	86	53	47	53	90	62	58	56	62	80			647	1024





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

### **Final Minutes of the November 12, 2024, 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, Gary Casey, Amanda Forte, Mark Lamphier, Ted Quisenberry
- Council Members Absent: Peg Roth
- Others Present: Jonathan Smith, City Manager, Tom Ryan, City Attorney
- Others Absent: Sgt. John Ashley, Oakland County Sheriff

**4. Approval of Agenda:**

- Motioned by Forte, supported by Casey to approve the agenda as presented. VOTE: All Aye. MOTION CARRIED 6-0

**5. Public Comments:**

- Mayor Wylie asked City Attorney Tom Ryan about the legality of the previous (pre-election) councilmembers voting in this meeting. Tom replied that until the election canvassing by Oakland County is complete (est. 11-19-2024), the current council stays in place.

**6. FYI:**

- MML Training for Newly Elected Officials

**7. City Manager Report:**

- Election Worker Thank You's

**8. Motion: Acceptance of Consent Agenda:**

- Final Minutes of the October 14, 2024 Regular Meeting
- Final Minutes of the October 17, 2024 Special Meeting
- Draft Minutes of the October 28, 2024 Regular Meeting
- Treasurer's Report November 12, 2024

Motioned by Rodgers, supported by Forte to approve the Consent Agenda. VOTE: All Aye. MOTION CARRIED 6-0

**9. Unfinished Business:**

**a. Resolution: Purchase of Road-Crossing See-Me Flags**

Resolved by Rodgers, supported by Quisenberry to approve up to \$500.00 to purchase See-Me road-crossing flags for installation at the intersection at Main Street and Depot Road funded by the City's Parking Fund (231-000-001.000). VOTE: All Aye. MOTION CARRIED 6-0.

**10. New Business:**

**a. Discussion: Election Results**

Contract Election Worker Angi Guillen provided an update on the November 5<sup>th</sup> General Election, stating that 665 (89%) of the City's 747 registered voters had voted via Absentee Voting (271), Early In-Person Voting (95), or Election Day In-Person Voting (299). Among the Absentee Voters, 271 (96%) of the 281 ballots sent out were returned. City Manager Jonathan Smith thanked Angi and Deputy Clerk Evelyn Bihl for their thoroughness and attention to every detail in this successful election.

**b. Resolution: Extension of the Contractual Clerk Agreement**

Resolved by Casey, supported by Forte to approve an agreement to hire Contractual Clerk Assistant Angela Guillen through December 31<sup>st</sup>, 2024 with a not-to-exceed budget of \$7,250. VOTE: All Aye. MOTION CARRIED 6-0.

**c. Resolution: Contract with the MML Salary Consultant to Conduct a Salary Study**

Resolved by Rodgers, supported by Casey to authorize Rahmberg, Stover and Associates to conduct a Salary Study for the City of the Village of Clarkston administrative staff at a not-to-exceed cost of \$4,000 to be funded by the Professional & Contractual Services budget (401-901-805.001). VOTE: All Aye. MOTION CARRIED 6-0.

**d. Motion: Acceptance of M. Luginski Resignation from the Historic District Commission**

Motioned by Wylie, supported by Rodgers to thank Melissa Luginski for her many years of service on HDC and accept her resignation. VOTE: All Aye. MOTION CARRIED 6-0.

**e. Resolution: Free Parking on Small Business Saturday and Saturdays in December**

Resolved by Forte, supported by Quisenberry to authorize free parking in the City's two paid parking lot on Small Business Saturday and every Saturday in December to support our small businesses this holiday season, with an anticipated lost revenue of \$872.85. VOTE: All Aye. MOTION CARRIED 6-0.

**f. Resolution: Installation of Concrete Curbing on W. Washington and Robertson Ct**

Resolved by Wylie, supported by Rodgers to authorize the City Manager to contract with Orozco Construction at a not-to-exceed cost of \$24,937.00 to install concrete curbing on W. Washington and Robertson Court to eliminate erosion and road asphalt degradation, funded by the Professional & Contractual Services budget (401-901-805.001). VOTE: All Aye. MOTION CARRIED 6-0.

**g. Resolution: Purchase of a Handicap Swing for the Depot Park Playground**

Resolved by Rodgers, supported by Forte to approve the purchase of one (1) commercial-grade Little Tykes Inclusive Swing Seat from Little Tykes Commercial Playground Equipment at a total cost of \$1,567 for installation in the Depot Park playground funded through the Friends of Depot Park budget account (401-265-728.000). VOTE: All Aye.  
MOTION CARRIED 6-0.

**11. Motion: Adjourn Meeting**

- a. Motioned by Rodgers, supported by Forte to adjourn at 8:45 P.M. VOTE: All Aye.  
MOTION CARRIED 6-0.

Respectfully Submitted by Jonathan Smith, City Manager



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

**Draft Minutes of the November 25, 2024, 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. Oath of Office for Newly Elected and Re-Elected Officials:

- City Manager/City Clerk Jonathan Smith swore in Mayor Sue Wylie and Councilmember Erica Jones, Amanda Forte, Al Avery

4. Motion: Appointment of Mayor Pro Tem

- Motioned by Forte, supported by Quisenberry to appoint Councilmember Laura Rodgers to the position of Mayor Pro Tem through November 10, 2025. VOTE: All Aye. MOTION CARRIED 7-0

5. 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 and Tom Ryan, City Attorney
- Others Absent: Sgt. John Ashley, Oakland County Sheriff

6. Approval of Agenda:

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

7. Public Comments:

- None

8. FYI:

- MML Training for Newly Elected Officials
- Holiday Market, December 14<sup>th</sup>, 4:00-8:00 PM

9. City Manager Report:

- New Council Members
- New Business Cards
- Clerk Email Account
- New City Website
- New Curbing on W. Washington & Robertson Ct.
- Pony Cycle for Depot Park

10. Motion: Acceptance of Consent Agenda as Presented

- Final Minutes of the October 28, 2024 Regular Meeting
- Draft Minutes of the November 12, 2024 Regular Meeting
- Treasurer's Report November 25, 2024

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

11. **Unfinished Business:**

- a. None

12. **New Business:**

a. Discussion: Election Results

Contractual Election Worker Angie Guillen presented the final, official election results received from Oakland County.

b. Discussion: Council Meeting Agenda Proceedings

Discussed the existing Meeting Roles of Procedure document. The City Manager was asked to confirm that these rules were or were not previously adopted by the City Council.

c. Motion: Finance Committee Appointment

Motioned by Quisenberry, supported by Casey, to appoint Councilmember Al Avery to the Finance Committee effective immediately. VOTE: All Aye. MOTION CARRIED 7-0.

d. Motion: Historic District Commission Appointment

Motioned by Wylie, supported by Forte, to appoint resident Annette Zemon-Parker to the Historic District Commission. Motioned by Casey, supported by Avery, to appoint resident Mark Lamphier to the Historic District Commission. Motioned by Avery, supported by Quisenberry to table the matter to the December 9, 2024 Council meeting, extend the notice on the City website until December 9<sup>th</sup>, place a notice in the Clarkston News, invite Mark Lamphier to the December 9<sup>th</sup> meeting. VOTE TO TABLE: Avery, Casey, Forte, Jones, Quisenberry, Rodgers Aye. Wylie Nay. MOTION CARRIED 6-1.

13. Motion: Adjourn Meeting at 7:38 P.M.

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

Respectfully Submitted by Jonathan Smith, City Manager

**TREASURER'S REPORT FOR CITY COUNCIL MEETING:**

12/9/2024

**Treasurer's Report:**

**I. Disbursements from 11/01/2024 - 11/30/2024**

101 General Fund	\$	30,565.71
202 Major Streets	\$	-
203 Local Street	\$	-
220 Mill Pond Lake	\$	-
231 Parking Meter Fund	\$	2,612.19
236 Friends of Depot Park	\$	1,012.98
301 GO Bond Debt	\$	-
401 Capital Projects Fund	\$	4,436.60
590 Sewer Fund	\$	73,723.20
703 Tax Fund	\$	9,743.36
	\$	-
<b>Total</b>	<b>\$</b>	<b>122,094.04</b>

**II. Invoices for review and payment approval**

Carlisle Wortman - 2024 Code Enforcement	\$	-
Carlisle Wortman - 2024 Building Administration	\$	-
Carlisle Wortman - Master Plan, Bldg Adm, Planner & Other	\$	-
HRC MS4 Permitting	\$	-
HRC Professional Services September 2024	\$	-
Tom Ryan - Professional Services (Nov 2024 Invoice)	\$	950.00
Tom Ryan - Professional Services Court (Nov 2024 Invoice)	\$	332.50
<b>Total</b>	<b>\$</b>	<b>1,282.50</b>

**III. Other Checks for Review**

	\$	-
	\$	-
	\$	-
	\$	-
<b>Total</b>	<b>\$</b>	<b>-</b>

<b>GRAND TOTAL</b>	<b>\$</b>	<b>123,376.54</b>
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CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 CHECK DATE FROM 11/01/2024 - 11/30/2024

Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
11/04/2024	GEN	11702	11/04/2024	COMCAST	TELEPHONE	850.000	172	480.63
11/04/2024	GEN	11703	205102263346	CONSUMERS ENERGY	VH - UTILITIES CONSUMERS	921.000	265	52.26
11/04/2024	GEN	11704	200425188916	DTE ENERGY	DTE STREET LIGHTING	926.000	448	1,776.28
11/04/2024	GEN	11705	11/02/2024	PETTY CASH - CITY OF CLARKST	PETTY CASH	004.000	000	86.77
11/04/2024	GEN	11706	11134	THOMAS J RYAN PC	LEGAL FEES	803.000	266	1,306.25
			11133		LEGAL FEES	803.000	266	332.50
				CHECK GEN 11706 TOTAL FOR FU				1,638.75
11/04/2024	GEN	11707	INV001209	HART INTERCIVIC, INC	SUPPLIES	726.000	262	108.00
11/04/2024	GEN	11708	365742	VIEW NEWSPAPER GROUP	PUBLICATIONS	901.000	215	55.30
11/04/2024	GEN	11709	61664	BOB BROOKS COMPUTER SALES, I	SUPPLIES	726.000	262	139.96
11/05/2024	GEN	11710	11/05/2024	DTE ENERGY	DETROIT EDISON-VH	920.000	265	25.13
			11/05/2024		DETROIT EDISON-VH	920.000	265	188.91
			11/05/2024		DTE UPPER PARKING LOT	923.000	265	46.38
			11/05/2024		DTE UPPER PARKING LOT	923.000	265	17.62
			11/05/2024		DTE UPPER PARKING LOT	923.000	265	178.58
			11/05/2024		DTE UPPER PARKING LOT	923.000	265	84.92
				CHECK GEN 11710 TOTAL FOR FU				541.54
11/05/2024	GEN	11711	11/05/2024	RAY MARTINEZ	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	325.00
11/05/2024	GEN	11712	11/05/2024	LAURA RODGERS	SUPPLIES	726.000	248	362.16
11/07/2024	GEN	11713*#	INV0550VC3	VC3 INC	TECHNOLOGY/INTERNET EXPENSE	852.000	172	196.00
			INV1837VC3		TECHNOLOGY/INTERNET EXPENSE	852.000	172	1,326.00
			VC3-164267		TECHNOLOGY/INTERNET EXPENSE	852.000	172	4,216.32
				CHECK GEN 11713 TOTAL FOR FU				5,738.32
11/07/2024	GEN	11714	11/05/2024	JONATHAN SMITH	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	300.00
11/07/2024	GEN	11715	11/05/2024	TONI SMITH	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	325.00
11/07/2024	GEN	11716	11/05/2024	EVELYN BIHL	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	300.00
11/07/2024	GEN	11717	11/05/2024	NANCY SMITH	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	** VOIDED **
11/07/2024	GEN	11718	11/05/2024	LISA PATERCSAK	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	50.00

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 CHECK DATE FROM 11/01/2024 - 11/30/2024  
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
11/07/2024	GEN	11719	11/05/2024	ANN DEGEN	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	270.00
11/07/2024	GEN	11720	11/05/2024	ANGELA GUILLEN	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	300.00
11/07/2024	GEN	11721	11/05/2024	JIM DEGEN	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	300.00
11/07/2024	GEN	11722	11/05/2024	MARY HIMBURG	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	270.00
11/07/2024	GEN	11723	11/05/2024	NANCY MOON	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	270.00
11/07/2024	GEN	11724	11/05/2024	AMANDA HESS	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	270.00
11/12/2024	GEN	11725	2176321	CARLISLE/WORTMAN ASSOC INC	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	302	983.41
11/12/2024	GEN	11726	11/12/2024	CITY OF THE VILLAGE OF CLARK SEWER & WATER-VH		924.000	265	144.02
11/12/2024	GEN	11727	222327044	COMCAST	TELEPHONE	850.000	172	385.39
11/12/2024	GEN	11728	5070399704	RICOH USA, INC	SUPPLIES	726.000	172	270.66
11/12/2024	GEN	11729	75002	CHARTER TOWNSHIP OF INDEPEND	VEHICLES - GAS & OIL	862.000	446	292.61
11/12/2024	GEN	11730	2176320	CARLISLE/WORTMAN ASSOCIATES, BLDG DEPT	PROFESSIONAL FEES	809.000	371	1,638.73
11/12/2024	GEN	11731	24-15721	ELECTION SOURCE	SUPPLIES	726.000	262	260.10
11/13/2024	GEN	11732*#	11/22/2024	ELAN FINANCIAL SERVICES	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	172	613.20
			11/22/2024		TECHNOLOGY/INTERNET EXPENSE	852.000	172	21.19
			11/22/2024		SUPPLIES	726.000	262	43.06
			11/22/2024		SUPPLIES-VH BUILDING	726.004	265	28.61
			11/22/2024		DPW SUPPLIES	726.000	441	519.10
			11/22/2024		DPW EQUIPMENT	726.000	446	129.97
			11/22/2024		MATERIAL & OUTSIDE LABOR-LOADER	861.003	446	304.95
				CHECK GEN 11732 TOTAL FOR FU				1,660.08
11/14/2024	GEN	11733	11/13/2024	LAURA RODGERS	SUPPLIES	726.000	248	52.99
11/14/2024	GEN	11734	11/15/2024	ANGELA GUILLEN	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	262	4,157.35
11/18/2024	GEN	11735	83586	SPECTRUM PRINTERS, INC	SUPPLIES	726.000	262	57.87
11/18/2024	GEN	11736	11/18/2024	LAURA RODGERS	SUPPLIES	726.000	248	111.71
11/18/2024	GEN	11737	11/18/2024	JAMIE BRIMACOMBE	CURRENT TAX REVENUES	402.000	000	3,219.92
11/21/2024	GEN	11738#	11/30/2024	GREAT LAKES ACE HARDWARE	PARK MATERIALS	728.000	265	129.55
			11/30/2024		DPW EQUIPMENT	726.000	446	9.99



CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 CHECK DATE FROM 11/01/2024 - 11/30/2024  
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL								
11/25/2024	GEN	11739	11/23/2024	CHECK GEN 11738	TOTAL FOR FU			139.54
11/25/2024	GEN	11740	108759165	LAURA RODGERS	SUPPLIES	726.000	248	63.12
11/25/2024	GEN	11741	12/06/2024	RICOH USA INC	RICOH COPIER LEASE	941.000	172	86.97
11/26/2024	GEN	11742	11/30/2024	OAKLAND COUNTY CLERKS ASSOC	DUES & CONFERENCES	958.000	215	90.00
11/26/2024	GEN	11743	11/30/2024	DOUG WEAVER	SALARY - BLDG INSPECTORS	805.001	371	195.00
11/26/2024	GEN	11744	11/30/2024	JEFF SHAFER	SALARY - BLDG INSPECTORS	805.001	371	130.00
11/26/2024	GEN	11745	9611975	KRISTINA WELSH	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	371	260.00
11/26/2024	GEN	11746	11/29/2024	HOME DEPOT CREDIT SERVICES	PARK MATERIALS	728.000	265	6.27
11/26/2024	GEN	11746	11/29/2024	ANGELA GUILLEN	SALARY - CLERK	703.001	215	2,400.00
Total for fund 101 GENERAL								30,565.71

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 CHECK DATE FROM 11/01/2024 - 11/30/2024  
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 231 PARKING METER FUND								
11/04/2024	PARK	1300	070419	TRAFFIC & SAFETY CONTROL SYS	PHONE EQUIPMENT	760.000	172	50.00
11/05/2024	PARK	1301	070456	TRAFFIC & SAFETY CONTROL SYS	MISC EXPENSE	955.000	172	1,390.00
11/12/2024	PARK	1302	INV-1049058 INV-1049378	PASSPORT LABS, INC	MISC EXPENSE MISC EXPENSE	955.000 955.000	172 172	255.00 618.77
				CHECK PARK 1302 TOTAL FOR FU				<u>873.77</u>
11/19/2024	PARK	1303	070528	TRAFFIC & SAFETY CONTROL SYS	MISC EXPENSE	955.000	172	120.00
11/25/2024	PARK	1304	IRIS0000142328 IRIS0000142329	T2 SYSTEM CANADA INC	MISC EXPENSE MISC EXPENSE	955.000 955.000	172 172	55.00 55.00
				CHECK PARK 1304 TOTAL FOR FU				<u>110.00</u>
11/25/2024	PARK	1305	267033911	T-MOBILE	PHONE EQUIPMENT	760.000	172	68.42
				Total for fund 231 PARKING METER FUND				2,612.19

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 CHECK DATE FROM 11/01/2024 - 11/30/2024  
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
11/18/2024	FODP	1046	335611/1	RAY WIEGAND'S NURSERY	TREE MEMORIAL	955.011	172	1,012.98
Total for fund 236 FRIENDS OF DEPOT PARK								1,012.98

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 401 CAPITAL PROJECT FUND								
11/07/2024	GEN	11713*#	INV9622VC3	VC3 INC	PROFESSIONAL & CONTRACTUAL SERVICE	805.001	901	4,268.00
11/13/2024	GEN	11732*#	11/22/2024	ELAN FINANCIAL SERVICES	STREET SIGNS & POSTS	819.000	446	168.60
Total for fund 401 CAPITAL PROJECT FUND								4,436.60

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 CHECK DATE FROM 11/01/2024 - 11/30/2024  
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
11/06/2024	SEWER	2153	11/06/2024	CHARTER TOWNSHIP OF INDEPEND	CLINTON/OAKLAND SEWER QTRLY	814.000	536	50,978.24
			11/06/2024		QTRLY VILLAGE SEWER CHARGES	814.001	536	22,478.86
					CHECK SEWER 2153 TOTAL FOR F			<u>73,457.10</u>
11/18/2024	SEWER	2154	236530	PRINTING SYSTEMS, INC.	SUPPLIES	726.000	536	193.40
11/19/2024	SEWER	2155	CIN--0001748	GREAT LAKES WATER AUTHORITY	IWC CHARGES IND TWP	814.002	536	72.70
					Total for fund 590 SEWER			73,723.20

CHECK DISBURSEMENT REPORT FOR CITY OF THE VILLAGE OF CLARKSTON  
 CHECK DATE FROM 11/01/2024 - 11/30/2024  
 Banks: Banks: Multiple

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 703 TAX								
11/04/2024	TAX	930(E)	11/04/2024	CLARKSTON COMMUNITY SCHOOLS	TAX COLLECTIONS	274.000	000	923.77
11/04/2024	TAX	931(E)	11/04/2024	OAKLAND COUNTY TREASURER	TAX COLLECTIONS	274.000	000	1,925.59
11/04/2024	TAX	932(E)	11/04/2024	CITY OF CLARKSTON CVT	TAX COLLECTIONS	274.000	000	724.42
11/18/2024	TAX	2844	11/18/2024	CORELOGIC COMMERCIAL TAX	TAX COLLECTIONS	274.000	000	3,110.23
11/19/2024	TAX	933(E)	11/18/2024	CLARKSTON COMMUNITY SCHOOLS	TAX COLLECTIONS	274.000	000	2,617.45
11/19/2024	TAX	934(E)	11/18/2024	OAKLAND COUNTY TREASURER	TAX COLLECTIONS	274.000	000	321.10
11/19/2024	TAX	935(E)	11/18/2024	CITY OF CLARKSTON CVT	TAX COLLECTIONS	274.000	000	120.80

Total for fund 703 TAX

9,743.36  
 122,094.04

TOTAL - ALL FUNDS

\* \*-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

December 3, 2024

Invoice #11136

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>	
11/6/2024 Review email from Mayor Wylie re: agenda item 12f re: resignation of Melissa Luginski	0.50 95.00/hr	NO CHARGE	✓
Review email from City Manager re: draft agenda	0.50 95.00/hr	NO CHARGE	✓
11/12/2024 Review council packet	0.50 95.00/hr	47.50	✓
Attend City Council Meeting	3.00 95.00/hr	285.00	✓
11/14/2024 Review correspondence from City Manager re: extended Employment Agreement for Ms. Guillen; Sign and email Extended Employment Agreement to City Manager	0.50 95.00/hr	47.50	✓
11/18/2024 Review correspondence from City Manager re: attached unofficial election results	0.50 95.00/hr	NO CHARGE	✓
11/20/2024 Review correspondence from City Manager to Mrs. Bisio re: attached Preliminary HDC Study Committee Report	0.50 95.00/hr	47.50	-
Phone call from Mr. Young re: FOIA requests	0.50 95.00/hr	47.50	-
Phone call from City Manager and review 3 FOIA requests to City	1.00 95.00/hr	95.00	✓
Review correspondence from City Manager re: draft agenda for 11/25 council meeting	0.50 95.00/hr	NO CHARGE	✓
11/21/2024 Research files re: Mrs. Bisio FOIA request for 2010 correspondence re: HDC Chair, Charlotte Cooper	1.00 95.00/hr	95.00	✓

	<u>Hrs/Rate</u>	<u>Amount</u>
11/21/2024 Review correspondence from City Manager re: FOIA request from Mrs. Bisio regarding former HDC Chair Charlotte Cooper residency issue; Email to City Manager re: provided copy of records by City Attorney regarding former HDC Chair Charlotte Cooper residency issue	0.50 95.00/hr	47.50 ✓
11/25/2024 Review council packet for 11/25/24 council meeting	0.50 95.00/hr	47.50 ✓
Attend City Council Meeting	2.00 95.00/hr	190.00 ✓
Review correspondence from City Manager to Mrs. Bisio re: 10 day extension to FOIA request re: records pertaining to Ms. Guillen	0.50 95.00/hr	NO CHARGE ✓
<b>For professional services rendered</b>	<u>12.50</u>	<u>\$950.00</u>
<b>Previous balance</b>		\$1,306.25 JS
Accounts receivable transactions		
11/13/2024 Payment - Thank You No. 11706		(\$1,306.25)
<b>Total payments and adjustments</b>		<u>(\$1,306.25)</u>
<b>Balance due</b>		<u><u>\$950.00</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

December 3, 2024

In Reference To: Clarkston Court/Prosecution  
Invoice #11135

Professional Services

	<u>Hrs/Rate</u>	<u>Amount</u>	
11/4/2024 Correspondence to Ms. Stamell re: arraignment/pretrial on 11/6/24 re: Clarkston v Greene	0.50 95.00/hr	47.50	✓
11/5/2024 Review correspondence from Ms. Stamell re: arraignment/pretrial/plea re: Clarkston v Greene; Email to Ms. Stamell re: court hearing on 11/6/24	0.50 95.00/hr	47.50	✓
11/12/2024 Review correspondence from 52/2 District Court re: Notice to Appear re: Clarkston v Greene	0.50 95.00/hr	47.50	✓
11/22/2024 Attend meeting at 52/2 with Judges, Staff, Prosecutors re: discussion of court procedures, etc.	2.00 95.00/hr	190.00	✓
<b>For professional services rendered</b>	<b>3.50</b>	<b>\$332.50</b>	
<b>Previous balance</b>		<b>\$332.50</b>	
Accounts receivable transactions			
11/13/2024 Payment - Thank You No. 11706		(\$332.50)	
<b>Total payments and adjustments</b>		<b>(\$332.50)</b>	
Balance due		<u><u>\$332.50</u></u>	

# City of the Village of Clarkston

375 Depot Road  
Clarkston, Michigan 48346

## Motion - Historic District Commission Appointment

Historic District Commissioner Melissa Luginski resigned from the Commission on November 5, 2024 and City Council accepted the resignation in their November 12th meeting. Council discussed possible appointees in their November 25th meeting but ultimately voted to table the matter to their December 9th meeting.

Resident Annette Zemon-Parker has expressed interest in the position.

Ex-Councilmember Mark Lamphier had initially expressed interest in the position but has since withdrawn the offer.

The City of the Village of Clarkston has posted a notice relative to the open position on the City Website for three weeks and in the Clarkston News for one week. No other individuals have expressed interest.

Motioned by \_\_\_\_\_ and Seconded by \_\_\_\_\_ to appoint \_\_\_\_\_ to fill the open HDC position effective immediately and ending June 30, 2025 (the balance of Melissa's term).

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
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
<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

December 9, 2024

\_\_\_\_\_  
Date

# City of the Village of Clarkston

375 Depot Road  
Clarkston, Michigan 48346

## Motion - May 10, 2025 Angels' Place Race

The Angels' Place charity, which provides housing, professional support and other services for adults with developmental disabilities, will be holding its 2025 walk/run fund raiser in Clarkston on May 10, 2025 from 9:00 to 11:45 AM.

The race will begin and end at St. Dan's Church (see attached maps). While the runners and walkers will generally stay on the edge of the roadways or on safety paths, it will be necessary to close southbound M-15 (Main Street) from 9:15 to 10:00 AM to accommodate the participants with the assistance of the Oakland County Sheriff. An insurance certificate naming the City as an additionally insured party has been provided (also attached).

Motioned by \_\_\_\_\_ and Seconded by \_\_\_\_\_ to approve the plans for the May 10, 2025 Angels' Place Race through the Village of Clarkston.

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
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
<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

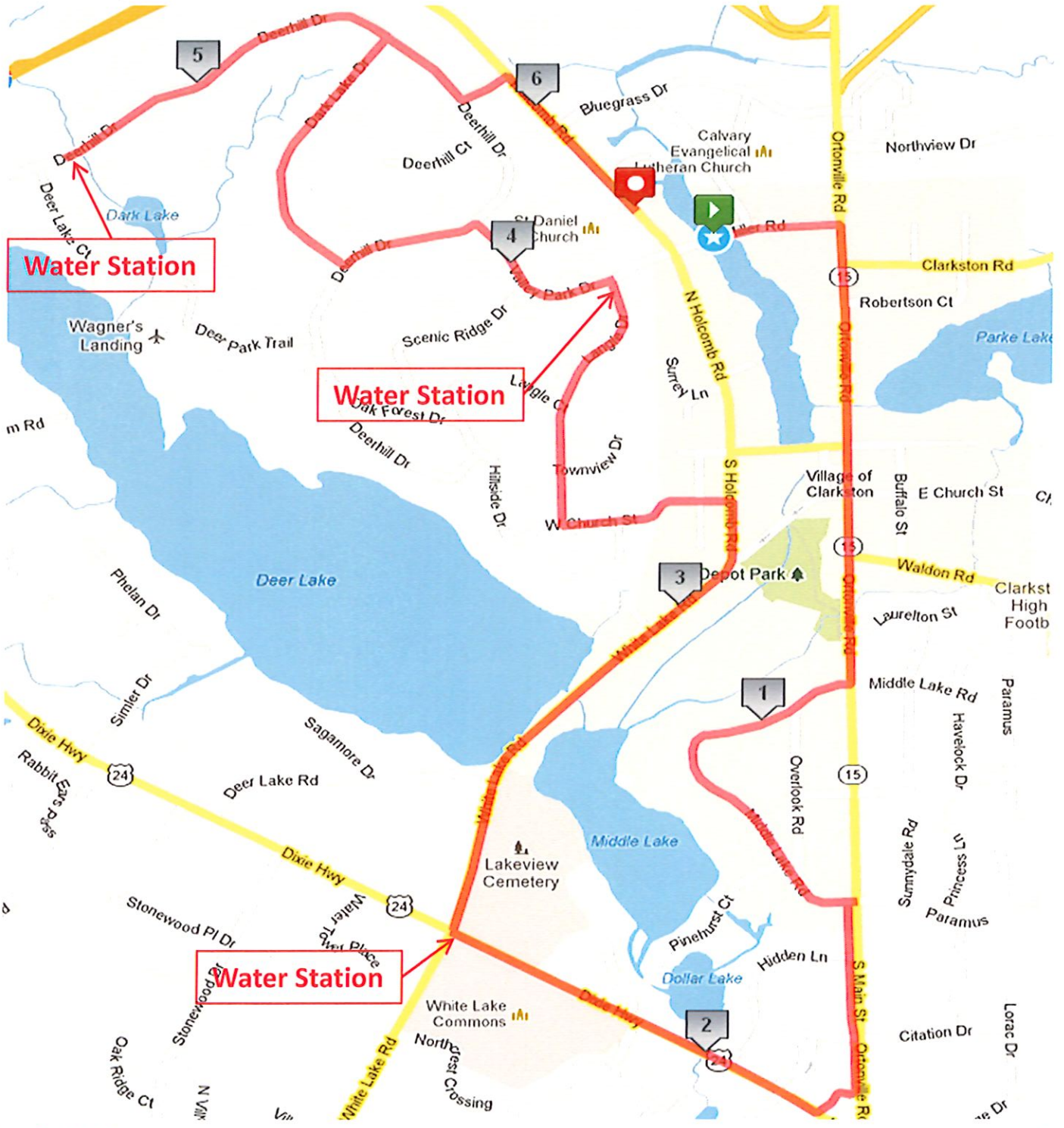
December 9, 2024

\_\_\_\_\_  
Date

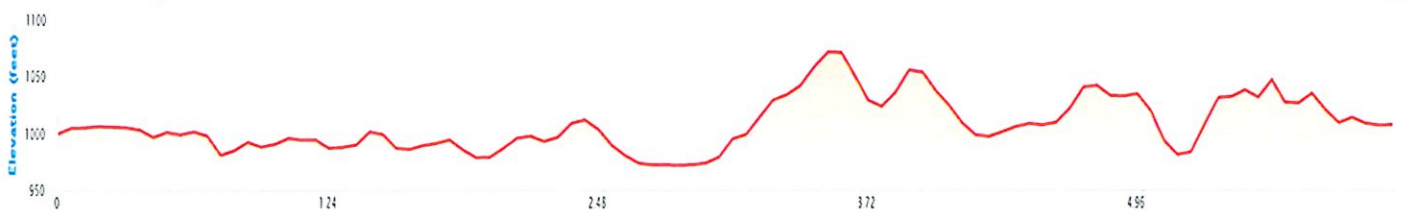


# Angels' Place Race

## 10K Course

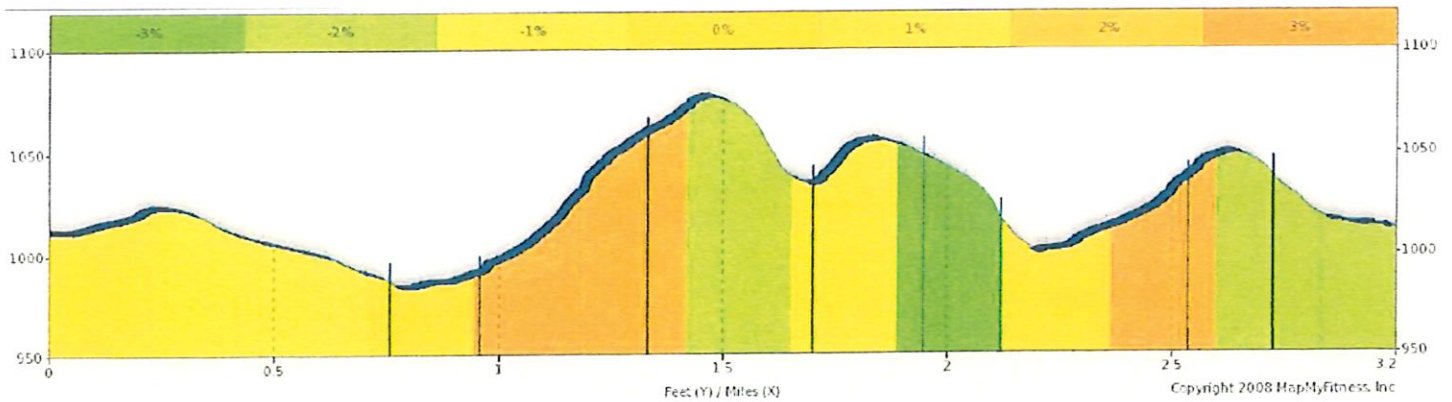
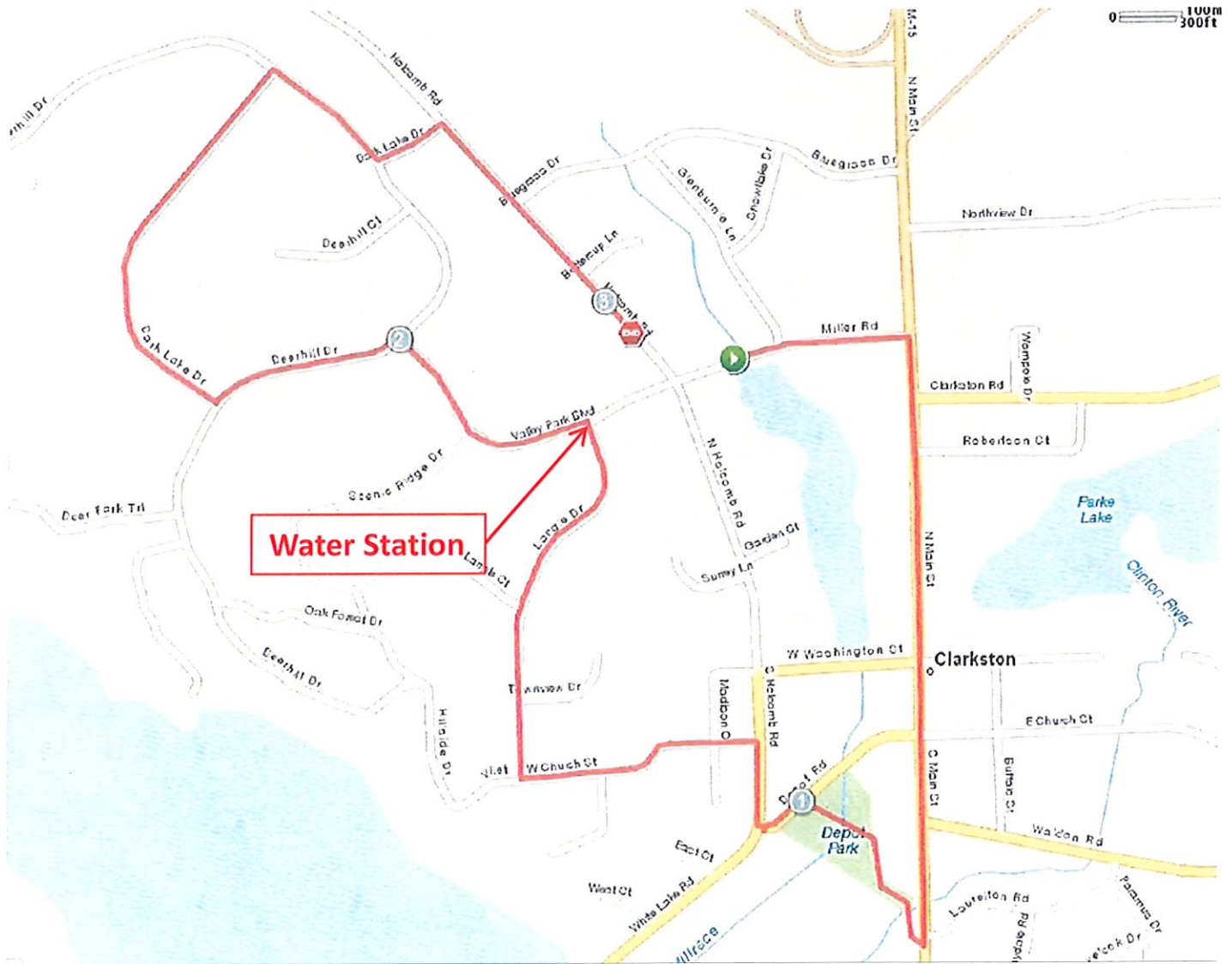


Elevation Show elevation with grades





## 5K Course







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/30/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, LLC 300 Ottawa NVV Suite 301 Grand Rapids MI 49503	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 616-233-0910      FAX (A/C, No): 616-233-0923 E-MAIL ADDRESS:	
	<b>INSURER(S) AFFORDING COVERAGE</b> NAIC #	
<b>INSURED</b> Michigan Catholic Conference ST DANIELS, CLARKSTON 1812 510 S. Capitol Ave. Lansing MI 48933	INSURER A : Princeton Excess & Surplus Lines Ins Co      10786	
	INSURER B : Safety National Casualty Corporation      15105	
	INSURER C :	
	INSURER D :	
	INSURER E :	

**COVERAGES**      **CERTIFICATE NUMBER: 727283609**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Add'l Ins Form# <input checked="" type="checkbox"/> PESFG1161G GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			R2-A3-RL-0000016-00	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 10,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 10,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			R2-A3-RL-0000016-00	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 10,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	SP4066507	7/1/2024	7/1/2025	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Misc Professional Liability Dir & Off/Counselors E&O Claims Made Retro Date			R2-A3-RL-0000016-00	7/1/2024	7/1/2025	Occ/Claims Made Aggregate 7/1/1985 \$10,000,000 \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
\*\*LIMITS ARE INCLUSIVE OF DEFENSE & INSURED RETENTION\*\*

CERTIFICATE HOLDER NAMED ADDITIONAL INSURED REGARDING GENERAL LIABILITY PER FORM RL 2100 10/21 FOR  
Use of facilities for Angels Place Race on May 10th 2025

<b>CERTIFICATE HOLDER</b>  City of the Village of Clarkston 375 Depot Road Clarkston MI 48346	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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# City of the Village of Clarkston

375 Depot Road  
Clarkston, Michigan 48346

## Motion - 2025 City Council Meeting Schedule

The proposed 2025 City Council Meeting Schedule is attached, following the normal 2nd and 4th Monday cadence as closely as possible.

Motioned by \_\_\_\_\_ and Seconded by \_\_\_\_\_ to approve the 2025 City Council Meeting Schedule as shown.

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
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
<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

December 9, 2024

\_\_\_\_\_  
Date





375 Depot Road, Clarkston, MI 48346  
248-625-1559

---

City of the Village of Clarkston  
375 Depot Road Clarkston, MI 48346

Council Meeting Dates 2025  
All Council Meetings start at 7:00 PM  
Unless otherwise posted

January 13 & 27  
February 10 & 24  
March 10 & 24  
April 14 & 28  
May 12 & 26\*(Tuesday)  
June 9 & 23  
July 14 & 28  
August 11 & 25  
September 8 & 22  
October 13\*(Tuesday) & 27  
November 10 & 24  
December 8 & 22

\*Moved due to holiday

# City of the Village of Clarkston

375 Depot Road  
Clarkston, Michigan 48346

## Motion - Cancel the December 23, 2024 City Council Meeting

As done in previous years, it is proposed that the second City Council meeting in December (December 23rd) be cancelled due to holiday conflicts and difficulty obtaining a quorum. There are no known issues or concerns that would result from the cancellation of this meeting.

Motioned by \_\_\_\_\_ and Seconded by \_\_\_\_\_ to approve the cancellation of the December 23, 2024 City Council meeting.

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

December 9, 2024

\_\_\_\_\_  
Date

# City of the Village of Clarkston

375 Depot Road  
Clarkston, Michigan 48346

## Resolution - Contractual Clerk Agreement

**WHEREAS**, Angela Guillen has been working in the City Office as a contractual Clerk since mid-October and the City Manager is concurrently evaluating the possibility of hiring Angela for the permanent Clarkston City Clerk position, and;

**WHEREAS**, while the City conducts a Salary Study to determine an appropriate salary level for an experienced Clerk such as Ms. Guillen, it is recommended that the contractual agreement be extended, and;

**WHEREAS**, City Attorney Tom Ryan has prepared the attached Agreement with Ms. Guillen reflecting an hourly rate of \$40 and a not-to-exceed total of \$10,200 for the period of January 1 through February 28, 2025, and;

**NOW THEREFORE, BE IT RESOLVED** that the City of the Village of Clarkston hereby approves the attached Agreement with Angela Guillen for contractual clerk work and assistance through February 28, 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
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
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Resolution is Adopted

Resolution is Defeated

\_\_\_\_\_  
Jonathan Smith, City Manager

December 9, 2024

\_\_\_\_\_  
Date

**CITY OF THE VILLAGE OF CLARKSTON**

**AGREEMENT TO HIRE CONTRACTUAL CLERK ASSISTANT  
THROUGH FEBRUARY 28, 2025**

THIS AGREEMENT is made as of this 9th day of December, 2024, between the CITY OF THE VILLAGE OF CLARKSTON, Oakland County, Michigan, by and through its City Council (hereinafter referred to as "Employer") and ANGELA GUILLEN (hereinafter referred to as "Contractor").

The parties recite and declare that:

The Employer is desirous of engaging the services of Contractor under the direction of the City Clerk for the specific period set forth in Section V of this Agreement. The Contractor is desirous of providing City Clerk services to the City of the Village of Clarkston.

The parties hereto agree as follows:

**SECTION I  
MUTUAL ASSENT TO EMPLOYMENT**

The Employer hereby employs, engages, and hires the Contractor on a temporary basis to provide City Clerk assistance for the City of the Village of Clarkston, and the Contractor hereby accepts and agrees to such temporary employment.

**SECTION II  
GOVERNING LAW**

This Agreement shall be interpreted in accordance with the laws of the State of Michigan.

**SECTION III**  
**DUTIES OF CONTRACTOR**

The duties will consist of onsite City Clerk assistance for the period January 1, 2025 through February 28, 2025

**SECTION IV**  
**PLACE OF EMPLOYMENT**

The duties required of the Contractor hereunder shall be rendered at 375 Depot Road, Clarkston, Michigan, and such other place or places as the Employer shall, in good faith, require or as the interests and needs of the Employer shall require.

**SECTION V**  
**TERM OF EMPLOYMENT**

The Contractor shall be employed as a contractual clerk assistant for the period of time from January 1, 2025, and shall terminate on February 28, 2025, ("Base Term"), thereafter; this Agreement shall be extended, unless and until terminated pursuant to the provisions of Section X below ("Extension Term"). Any extension of the Base Term must be in writing and must be signed by the parties, and nothing herein shall obligate either party to extend this Agreement beyond the Base Term.

**SECTION VI**  
**COMPENSATION**

The Employer shall pay the Contractor, and the Contractor shall accept from the Employer, in full payment for the Contractor's services hereunder, compensation at the rate of Forty (\$40.00) Dollars per hour and not to exceed Ten Thousand Two Hundred (\$10,200.00) Dollars for the term of the agreement. The Contractor shall submit periodic invoices to the City Manager. The Contractor will be given a 1099

form for services rendered.

**SECTION VII**  
**OTHER EMPLOYMENT**

This employment is for specific part-time contract between the Employer and the Contractor. The Contractor shall provide her best efforts to complete all work necessary on behalf of the City of the Village of Clarkston with the actual hours worked to be scheduled in the best interests of the City. The Contractor shall not use City offices, equipment, or services for any activity that is not directly related to her temporary employment with the City, but shall have the right to other employment that does not interfere with her City obligations.

**SECTION VIII**  
**FACILITIES, SUPPLIES AND ASSISTANCE**

The Employer shall furnish the Contractor with supplies, equipment, and material as may be required in the performance of the Contractor's duties.

**SECTION IX**  
**BENEFITS**

It is understood that there are no benefits attended to this Agreement as this is a short-term topic specific agreement.

**SECTION X**  
**EMPLOYMENT/TERMINATION**

The Contractor understands that for the term of this Agreement, she is an at-will Contractor of the City of the Village of Clarkston and this Agreement may be terminated by the elected Council of the City of the Village of Clarkston in accordance with the City Charter.

**SECTION XI  
MODIFICATION**

No modification or waiver of this Agreement or of any covenant, condition, or provision herein shall be valid unless in writing and duly executed by the parties to this Agreement.

**SECTION XII  
SEVERABILITY**

All agreements and covenants herein are severable, and in the event of any of them, with the exception of those contained in Section I, II, III, IV, and V hereof, shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid agreements or covenants were not contained herein.

**SECTION XIII  
COMPLETE AGREEMENT AND WRITTEN CONTRACT**

This written Agreement embodies the entire Agreement between the parties and there are no inducements, promises, terms, conditions, or obligations made or entered into by either the Employer or the Contractor other than those contained herein.

**SECTION XIV  
INDEMNIFICATION**

The City shall defend, save harmless and indemnify the Contractor against any tort or professional liability claim or demand or other legal action arising out of an alleged act or omission occurring in the performance of the Contractor's duties. The City may compromise and settle any such claim or suit and shall pay the amount of any settlement or judgment rendered.

IN WITNESS WHEREOF, the parties have executed this Agreement at the City of the Village of Clarkston City Hall this ninth day of December, 2024.

WITNESSES:

CITY OF THE VILLAGE OF CLARKSTON

\_\_\_\_\_

BY:

\_\_\_\_\_  
Sue Wylie, Mayor  
City of the Village of Clarkston  
(Employer)

\_\_\_\_\_

BY:

\_\_\_\_\_  
Jonathan Smith, City Manager

\_\_\_\_\_

BY:

\_\_\_\_\_  
Angela Guillen, (Contractor)

Approved as to Form:

\_\_\_\_\_  
Thomas J. Ryan, City Attorney