

COUNCIL PROCEEDINGS
Regular Meeting
Monday, August 24, 2009

CALL TO ORDER: By Mayor Shaughnessy Monday, August 24, 2009, at 7:00 p.m.

PRESENT: Councilmembers Arnold, Baker, Cuttle, Lewis, Weissenborn, Mayor Pro-Tem Smith, Mayor Shaughnessy, City Attorney Tom Hitch and City Manager Guetschow

ABSENT: None

The invocation was offered by Mayor Shaughnessy, followed by the pledge of allegiance.

APPROVAL OF MINUTES FOR REGULAR MEETING OF AUGUST 10, 2009: Motion by Councilmember Lewis, second by Cuttle to approve the regular minutes of August 10, 2009, and special minutes of August 13, 2009, as presented. Carried. 7 Yeas. 0 Nays.

PUBLIC COMMENT: None

CHARLOTTE HIGH SCHOOL LIAISON: No Report

APPROVAL OF AGENDA: Motion by Councilmember Weissenborn, second by Baker to approve the agenda, as presented. Carried. 7 Yeas. 0 Nays.

APPROVAL OF CONSENT AGENDA:

- A. Accept low bid from Commercial Painting Services for painting the Fiberglass Roofs on the WWTP Digesters in the amount of \$6,950.
- B. Designate the City Clerk Michelle King, Deputy Clerk Ginger Terpstra, City Treasurer Christine Mossner and Deputy Treasurer Carrie Bowerman as authorized signatories to access the City's Safe Deposit Boxes at Bank of America.

- C. Claims and Accounts – Total Claims - \$390,564.40

APPROVAL OF CONSENT AGENDA: Motion by Mayor Pro Tem Smith, second by Lewis to approve the consent agenda. Carried. 7 Yeas. 0 Nays.

ITEMS OF BUSINESS:

- A. **Consider Special Assessment Resolution No. 3**
Bryan Myrkle, Charlotte Community Development Director presented a synopsis of the DDA meeting held on August 13, 2009, in which the DDA voted to amend their original recommendation to the City Council to include a “sliding scale” for the Downtown Sidewalk Snow Removal Special Assessment, whereby the property owners are billed \$1.00 per linear foot the first year, \$1.35 per linear foot the second year, and \$1.69 per linear foot the third year. City Manager Guetschow added that at this point in the process, revising the Special Assessment plan to a sliding scale will not affect the schedule, or cause the City to re-notify property owners.
Motion by Councilmember Arnold, second by Weissenborn to approve Special Assessment Resolution No. 3, deeming it necessary and advisable to proceed with the Downtown Snow Removal Special Assessment and direct the City Assessor to prepare the Special Assessment Roll. Carried. 7 Yeas. 0 Nays.
- B. **Consider Special Assessment Resolution No. 4**
City Manager Guetschow indicated that this resolution sets a public hearing for the purpose of hearing objections from all persons with an interest in the special assessment and allowing for public input.
Motion by Councilmember Lewis, second by Baker to approve Special Assessment Resolution No. 4, setting a public hearing for objections to the Downtown Snow Removal Special Assessment at the next regular Council meeting on September 14, 2009 at 7:00 p.m. in City Council Chambers. Carried. 7 Yeas. 0 Nays.

C. Presentation of Recommendation by Sidewalk Snow Removal Committee

Councilmember Arnold presented the following recommendations on behalf of the Sidewalk Snow Removal Committee:

- 1) Expand the Ordinance to be city-wide
- 2) Establish minimum accumulation of 4" and clarify the language of the existing ordinance
- 3) Keep the requirement for snow to be removed within 24 hours
- 4) Modify requirement for ice accumulation removal from 12 hours to 24 hours
- 5) Apply the ordinance like the mowing ordinance – complaint based
- 6) Enforce the ordinance like mowing ordinance – give warning before city shovels and charges

The purpose of these recommendations is to promote a more walkable and livable community and confirm our image of a community that cares about one another.

D. Presentation of Water and Sewer Rate Study

City Manager Guetschow reminded council that this discussion originally began during the budget process. The Water and Sewer Rate Study was prepared with input from Finance Director Mossner, DPW Director Schoonover, Water Superintendent Moss and City Manager Guetschow. Christine Mossner presented the rate study and reviewed its contents with Council. Rates were last increased in July 2004; they have historically been re-visited every five years. The 2009 study makes the following recommendations:

- 1) The City work toward maintaining a combined total of unreserved cash and O&M reserve cash equal to the prior year's accounts receivables.
- 2) The City should adopt an annual rate adjustment policy tied to the consumer price index (CPI).
- 3) The City should conduct a comprehensive re-evaluation of the water and sewer rates at least every five years.
- 4) Establish the following proposed Water and Sewer Rates:

Current Water Rates			Current Sewer Rates		
<u>Meter Size</u>	<u>Quarterly Base Charge</u>	<u>Rate per 1,000 gal.</u>	<u>Meter Size</u>	<u>Quarterly Base Charge</u>	<u>Rate per 1,000 gal.</u>
5/8 x 3/4	\$ 24.00	\$ 1.30	5/8 x 3/4	\$ 53.00	\$ 3.10
1"	38.50	1.30	1"	85.00	3.10
1.5"	79.00	1.30	1.5"	175.00	3.10
2"	127.00	1.30	2"	281.00	3.10
3"	240.00	1.30	3"	530.00	3.10
4"	372.00	1.30	4"	821.00	3.10
6"	792.00	1.30	6"	1,750.00	3.10
Proposed Water Rates			Proposed Sewer Rates		
<u>Meter Size</u>	<u>Quarterly Base Charge</u>	<u>Rate per 1,000 gal.</u>	<u>Meter Size</u>	<u>Quarterly Base Charge</u>	<u>Rate per 1,000 gal.</u>
5/8 x 3/4	\$ 29.00	\$ 1.54	5/8 x 3/4	\$ 69.00	\$ 3.41
1"	46.00	1.54	1"	110.00	3.41
1.5"	96.00	1.54	1.5"	228.00	3.41
2"	154.00	1.54	2"	366.00	3.41
3"	290.00	1.54	3"	690.00	3.41
4"	450.00	1.54	4"	1,070.00	3.41
6"	966.00	1.54	6"	2,298.00	3.41

E. Consider Resolution regarding Water and Sewer Rate Study

City Council agreed to wait to address this until the next meeting, giving them time to consider the rate study more closely.

- F. **Appoint Delegate and Alternate to the Michigan Municipal League Annual Meeting**
Motion by Councilmember Lewis, second by Weissenborn to appoint Mayor Pro Tem Smith as the Delegate and Councilmember Arnold as the Alternate to the Michigan Municipal League Annual meeting, September 23, 2009. Carried. 7 Yeas. 0 Nays.

COMMUNICATIONS AND COMMITTEE REPORTS:

CITY ATTORNEY REPORT: Attorney Hitch reviewed the information in his written report for Council.

CITY MANAGER REPORT: City Manager Guetschow reviewed the information in his written report. He also indicated that Bryan Myrkle did a nice job of highlighting the airport improvements in his Community Development Report.

COMMENTS ON REPORTS:

COUNCILMEMBER COMMITTEE REPORTS:

Councilmember Arnold announced that there is a Recreation Committee meeting Wednesday, August 26, 2009 at 7 pm in Eaton Township Hall.

PUBLIC COMMENT: Victor Braatz, 614 S. Bostwick, thanked Council for their support of the Michigan Recovery Month Coalition and reminded them that there is a 5k walk/run on Labor Day, September 7th at 8:30 a.m. and the dunk tank fundraiser on September 12th after the Frontier Days Parade.

MAYOR AND COUNCIL COMMENTS:

Councilmember Cuttle indicated that he attended the Step-by-Step meeting although he is not Council's official representative. They are working on a downtown building mural and a tee-shirt fundraiser.

Mayor Pro-Tem Smith thanked Mike Smith and the VFW for the great work they did on the successful motorcycle ride to benefit the families of fallen soldiers.

Councilmembers thanked Gregg Guetschow, Christine Mossner, Amy Schoonover and Keith Moss for their work on the Water and Sewer Rate Study.

Councilmember Arnold announced that Can Do will meet Wednesday, August 26th at 7 am in the Spartan Room at the Library.

Councilmember Baker reported that the automatic camera is now set up at the airport. It recorded 89 flight events from July 3 to August 3. The gas system has converted to credit only, so it will be easier to track usage. On September 11th, there will be a fly-in at the airport.

Mayor Shaughnessy thanked Bryan Myrkle for the pictures in his report.

There being no further business, the meeting was adjourned at 9:04 p.m.

Deb Shaughnessy, Mayor

Michelle M. King, City Clerk