

COUNCIL PROCEEDINGS
Regular Meeting
Monday, July 25, 2011

CALL TO ORDER: By Mayor Smith on Monday, July 25, 2011, at 7:00 p.m.

PRESENT: Councilmembers Conway, Cuttle, Kruger, Sanders at 7:32 p.m., Weissenborn, Mayor Pro-Tem Baker, Mayor Smith, City Manager Guetschow and City Clerk King

ABSENT: None

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

APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JULY 11: Motion by Mayor Pro Tem Baker, second by Cuttle to approve the minutes of the regular meeting of July 11, 2011, as presented. Carried. 6 Yeas. 0 Nays. 1 Absent (Sanders)

EXCUSE ABSENT MEMBERS: Motion by Councilmember Cuttle, second by Weissenborn to excuse Councilmember Sanders from the July 25th meeting of City Council. 6 Yeas. 0 Nays. 1 Absent (Sanders)

PUBLIC COMMENT/PRESENTATIONS: None

CHARLOTTE HIGH SCHOOL LIAISON: No Report during summer break

APPROVAL OF AGENDA: Motion by Councilmember Conway, second by Weissenborn to approve the agenda, removing item 10c from the consent agenda and re-numerating

the remaining items. Carried. 6 Yeas. 0 Nays. 1 Absent (Sanders)

APPROVAL OF CONSENT AGENDA:

- A. Re-Appoint William Callahan to the Camp Frances Board, term expiring 5/15/2014
- B. Re-Appoint David Skidmore to the Park Advisory Board, term expiring 5/30/2014
- C. Approve a recommendation from the DPW Director to enter into a contract with the Eaton County Road Commission for a Chip Seal Demonstration Project on Merritt Street from Warren Street to Shepherd Street in the amount of \$14,600 and to waive the sealed bid process and the requirement for three written quotes since the project is being done through another governmental agency.
- D. Approve a recommendation from the DPW Director to purchase Water Meters from Etna Supply in the amount of \$12,500 and to waive the sealed bid process and the requirement for three written quotes since this is the only known supplier for the brand we use in Michigan.
- E. Approve Airport 10-Year Plan Update for Submission to MDOT
- F. Claims and Accounts – \$334,651.57

APPROVAL OF CONSENT AGENDA: Motion by Councilmember Kruger, second by Conway to approve the consent agenda. Carried. 6 Yeas. 0 Nays. 1 Absent (Sanders)

ITEMS OF BUSINESS:

- A. **Public Hearing regarding Community Development Block Grant Funding for Spartan Motors Project**
Public hearing opened at 7:07 p.m. Bryan Myrkle, Community Development Director, explained that this project has been

approved by City Council in a previous Council meeting; however, the State of Michigan was not satisfied and sent it back to us to make the wording more specific. Mr. Myrkle indicated that at least 51 percent of the beneficiaries of the project would be low to moderate income persons, that the City's comprehensive development plan calls for continued industrial growth and expansion in Dean Industrial Park, and that no project costs will be incurred prior to formal award of the grant, completion of the environmental review and formal written authorization to proceed is received. No one from the public spoke on the project. Public hearing was closed at 7:08 p.m.

Councilmember Weissenborn offered the following and moved its adoption:

WHEREAS, the City Council of the City of Charlotte wishes to authorize an application for a Community Development Block Grant to help provide funding for Spartan Motors, Inc.'s purchase of Machinery & Equipment necessary to support its planned expansion in the City of Charlotte; and

WHEREAS, the community will directly benefit from the investment and the creation of jobs associated with this expansion; and

WHEREAS, at least 51 percent of the beneficiaries of the proposed project would be low and moderate income persons; and

WHEREAS, providing for the creation of jobs in the community has a significant and direct positive effect on the quality of life for all residents and citizens, and furthers supports the community's economic foundation; and

WHEREAS, the community's comprehensive development plan calls for continued industrial growth and expansion in the area planned for this project, the Dean Industrial Park area; and

WHEREAS, this grant application complements and accompanies a range of other incentives and programs also supporting this project, and is deemed necessary for its success by the company; and

WHEREAS, this program uses public money to leverage private investment, and does not represent a significant cost to the City of Charlotte; and

WHEREAS, no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal written authorization to incur costs is received from; and

WHEREAS, the program strengthens the long-term partnership between Spartan Motors, Inc. and the Charlotte community; and

WHEREAS, the City Council has conducted a duly advertised public hearing on this matter, providing the citizens of Charlotte an appropriate opportunity to comment on the proposal.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Charlotte hereby authorizes the city administration to apply for at least \$1,120,000 in Community Development Block Grant funding to help accomplish these stated goals; and that Mayor Deleski "Dee" Smith be authorized to sign the official Application forms.

Second by Councilmember Cuttle. Carried. 6 Yeas. 0 Nays. 1 Absent (Sanders)

B. Consider Council Policy Regarding the Order of Business
City Manager Guetschow explained that this policy is the second amendment to the Order of Business Policy. It specifically deals with delivery of Council Packets electronically.

Motion by Councilmember Conway, second by Baker to approve Council Policy 2011-02, Order of Business at City Council Meetings. Carried. 6 Yeas. 0 Nays. 1 Absent (Sanders)

C. Consider Council Policy Regarding Cost Reimbursement
City Manager Guetschow indicated that this Council Policy is intended to address reimbursement of costs incurred to the City when other organizations use our Police/Fire/DPW labor and/or

equipment, pursuant to discussions held during budget meetings. The policy also outlines how and when the City will invoice the sponsoring organization.

Motion by Councilmember Baker, second by Weissenborn to approve Council Policy 2011-03, Cost Reimbursement. Carried. 6 Yeas. 0 Nays. 1 Absent (Sanders)

D. Discussion Regarding Policy Statement: Collaboration

City Manager Guetschow reminded Council that at the July 11, 2011 meeting, former Councilmember Bill Arnold was present to introduce a Council Policy Statement regarding collaboration. Following that discussion, the City Manager expanded the policy to create and encourage involvement from non-traditional collaborators. His additions to the policy are an attempt to open the door for others to be partners with us in policy and activity development and become involved much earlier in the process.

Motion by Councilmember Kruger, second by Cuttle to approve the Council Policy Statement regarding Collaboration. Carried. 6 Yeas. 0 Nays. 1 Absent (Sanders)

E. Update Policy Discussion Calendar

City Manager Guetschow informed Councilmembers that they only have planned out Policy Discussions for August (Green Initiatives – Councilmember Cuttle) and September (Traffic Calming, Trails and Transportation – Mayor Pro Tem Baker). Councilmember Weissenborn has expressed interest in discussing a Rental Inspection Program, however, thinks the discussion should be expanded to include Housing Stabilization and Revitalization. Council agreed to add Housing Stabilization and Revitalization to the policy discussion calendar for October.

F. Discussion regarding Hayes Green Beach Development Agreement

City Manager Guetschow indicated that there is a proposed development agreement included in the Council Packet between Hayes Green Beach (HGB) and the City. The intent of the

agreement is to establish a relationship between HGB and the City relative to the Alive project (redevelopment of the former Felpausch site on West Lansing Road). Basically in the agreement, the City waives the site plan, permit and inspection fees for the project and in return we receive a 99-year lease for a section of the property to build gateway signage, as well as commitment of areas for a community garden, public walking trails and open space.

Councilmember Sanders arrived at 7:32 p.m.

G. Consider Hayes Green Beach Development Agreement Motion by Councilmember Weissenborn, second by Conway to approve a development Agreement with Hayes Green Beach Hospital regarding the Alive Project at the former Felpausch building on Lansing Road. Carried. 7 Yeas. 0 Nays.

COMMUNICATIONS AND COUNCILMEMBER COMMITTEE REPORTS:

City Manager Guetschow indicated that the Department of Treasury has released a guidance letter regarding the Citizen’s Guide and Performance Dashboard requirements of the Economic Vitality Incentive Program. The Citizens Guide is fairly straightforward and should be completed by mid to late August. The Dashboard will require some Council involvement and he expects to discuss that at the second meeting in August. The new website includes links to both of these and they will be uploaded to the website as soon as they are complete. There will be an Open House at Camp Frances on Wednesday, July 27th from 6pm – 8pm to increase public awareness of the Camp. Refreshments and entertainment will be provided.

Councilmember Weissenborn attended a Special Meeting of the Charlotte Area Recreation Cooperative (CARC) at which the CARC

Board committed funding just under \$11,000 toward the Hockey Rink project. This funding will allow the City to “do it right” and finish the hockey rink. Maintenance costs are expected to be covered, at least in part, by vendors purchasing advertizing around the rink.

Councilmember Sanders attended a meeting of the Airport Advisory Board where the Board was informed that MDOT has denied funding for remodeling and upgrades to the Airport lounge and lobby space. At the meeting, they also reviewed and made changes to the 10-year plan, which was presented on the Consent Agenda and approved earlier in this meeting. It appears as though repair/maintenance and possibly replacement of the fuel pumps may be required in the near future. The runway seal coating is more pressing than originally thought and the water is going bad so a new well will need to be dug soon. The Airport Manager is looking into the possibility of creating a “Friends of the Airport” committee to help raise funds for remodeling the lounge and lobby area of the main building.

Councilmember Cuttle announced a Charlotte Area Recycling Authority (CARA) meeting meets Tuesday, July 26th at 5:30 p.m. in Council Chambers.

PUBLIC COMMENT: None

MAYOR AND COUNCIL COMMENTS:

Councilmember Sanders thanked Spartan Motors and all involved in organizing and attending the Fire Fighter’s Combat Challenge. This was a great community event! Charlotte Fire came in first in the waterball contest.

Mayor Smith reminded the public of the Open House at Camp Frances Wednesday, July 27th from 6pm to 8pm. He announced that on Sunday, August 21st, some 250 American Legion (motorcycle) Riders will be making a stop in Charlotte on their way to

Minneapolis, Minnesota in an effort to raise funds for the families of troops lost since September 11, 2001. The Mayor would like to see the community come out and support the riders by gathering on Lansing Street and flying the American Flag. He will announce more specific details at the next meeting.

There being no further business, the meeting was adjourned at 8:05 p.m.

Deleski R. Smith, Mayor

Michelle M. King, City Clerk