

COUNCIL PROCEEDINGS
Regular Meeting
December 28, 2015

CALL TO ORDER: By Mayor Lewis on Monday, December 28, 2015 at 7:00 p.m.

PRESENT: Councilmembers Bahmer, Johnston, Mitchell, Ridge, Russo, Mayor Pro-Tem Sanders, Mayor Lewis, City Clerk Terpstra, City Manager Guetschow and City Attorney Hitch.

The invocation was offered by City Manager Guetschow followed by the Pledge of Allegiance.

APPROVAL OF MINUTES FOR REGULAR MEETING OF DECEMBER 14, 2015: Mayor Pro-Tem Sanders moved, supported by Johnston to approve the minutes of December 14, 2015 as presented. Carried. 7 Yes. 0 No.

APPROVAL OF MINUTES FOR SPECIAL MEETING OF DECEMBER 21, 2015: Councilmember Ridge moved, supported by Mitchell to approve the special minutes of December 21, 2015 as presented. Carried. 7 Yes. 0 No.

ABSENT: None.

PUBLIC HEARINGS: None.

PUBLIC COMMENT: Julie Kimmer, 333 E. Lovett, Charlotte, Courthouse Square Museum Manager, spoke about the resolution for designation of the National Register of Historic Places and encouraged council to support the resolution.

Jason Vanderstelt, 114 E. Lawrence Ave., Charlotte, spoke in support of the National Historic Register designation. He thanked council for their openness and looks forward to moving the City forward.

Joe E. Pray, 316 W. Seminary, Charlotte, thanked councilmembers for listening and looks forward to lending support to the council in the future.

Don Sovey, 106 Kensington Ct., Charlotte, thanked councilmembers for coming together and read a letter that he presented to councilmembers.

Cindy Miller, 407 Warren, Charlotte, thanked councilmembers for their transparency and for listening and using sound judgement.

CHARLOTTE HIGH SCHOOL LIAISON: Madelynn Hull was not present.

APPROVAL OF AGENDA: Mayor Pro-Tem Sanders moved, supported by Mitchell to approve the agenda as presented. Carried. 7 Yes. 0 No.

SPECIAL PRESENTATIONS: None.

EXPEDITED RESOLUTIONS AND ORDINANCES

A. CONSIDER APPROVAL OF RESOLUTION NO. 2015-36 CITY MANAGER CONTRACT:

WHEREAS, the City Council met in special session on December 21, 2015 for the purpose of drafting the terms of a proposed contract with the city manager; and

WHEREAS, during this meeting the City Council agreed upon changes to its current employment contract with Gregg

Guetschow which are incorporated into the Second Restated Employment Contract between Gregg Guetschow and the City Council of the City of Charlotte, a copy of which is attached hereto as Exhibit 1; and

WHEREAS, the City Council desires to continue the employment of Gregg Guetschow as Charlotte city manager pursuant to the terms of said Second Restated Employment Contract;

THEREFORE, BE IT RESOLVED that the Second Restated Employment Contract between Gregg Guetschow and the City Council of the City of Charlotte is hereby approved and presented to Mr. Guetschow as the City Council's offer of employment; and

BE IT FURTHER RESOLVED that upon the acceptance of said offer of employment by Mr. Guetschow, which acceptance shall be indicated by his signing and dating the Second Restated Employment Contract between Gregg Guetschow and the City Council of the City of Charlotte, the Mayor and Clerk are authorized and directed to execute said Contract on behalf of the City Council.

Councilmember Ridge moved, supported by Sanders to approve the adoption of Resolution No. 2015-36 to approve the City Manager Contract as presented. Carried 6 Yes.(Sanders, Bahmer, Johnston, Mitchell, Ridge, Lewis) 1 No. (Russo)

City Manager Guetschow thanked both the council and citizens for the respect and maturity in which the last couple of weeks were handled. He reiterated the importance to move forward from this point.

B. CONSIDER APPROVAL OF RESOLUTION NO. 2015-37 STATEMENT OF DOING BUSINESS 2016:

WHEREAS, Pursuant to the provisions of Section 15.4 of the City Charter, the undersigned, doing business in the City of

Charlotte, hereby states that he/she intends to have business dealings with the City of the type that is on a continuing basis, involving more than one or a sequence of transactions. Such dealings will be as listed or similar transactions

Bryan Myrkle – Cable Operator

Tom Archer – Straw Sales

Brandon Youngs – Straw Sales

Councilmember Ridge moved, supported by Sanders to approve the adoption of Resolution No. 2015-37 Statement of Doing Business 2016. Carried 7 Yes. 0 No.

C. CONSIDER RESOLUTION NO. 2015-38 MAYORAL APPOINTMENTS:

WHEREAS, vacancies exist on the Planning Commission and in positions to which City Council members are appointed as Council representatives; and

WHEREAS, Mayor Lewis is recommending the following individuals to fill these vacancies:

Name	Board	Term Ending
Julie Shaver	Camp Frances Board	May 15, 2018
Martha Lawrence	Camp Frances Board	May 15, 2016

THEREFORE, BE IT RESOLVED that the appointments listed above shall be and the same are hereby approved.

Councilmember Bahmer moved, supported by Mitchell to approve the adoption of Resolution No. 2015-38 Mayoral appointments as presented. Carried 7 Yes. 0 No.

D. CONSIDER APPROVAL RESOLUTION NO. 2015-39 REGARDING PAYMENT OF CLAIMS & ACCOUNTS:

WHEREAS, Section 7.7 (B) of the City Charter requires Council approval for the expenditure of city funds; and

WHEREAS, the December 24, 2015 payroll totaled \$130,974.95; and

WHEREAS, the December 28, 2015 Bank of America credit card charges totaled \$3,322.92; and

WHEREAS, the December 28, 2015 claims total \$58,443.02;

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for December 28, 2015 in the amount of \$192,740.89.

Councilmember Russo questioned the payment to Gunthorpe in the amount of \$10,166.85 for replacement of heaters in the well houses. He asked for more information to be provided. He also questioned the payment for a thermal imaging camera in the amount of \$4,999.00 to First Due Fire Safety for the Fire Department.

APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL VOTE:

Councilmember Russo moved, supported by Bahmer to approve Resolution 2015-39 for expenditures of the City for December 14, 2015 with the exception of the payment to Gunthorpe

Mechanical in the amount of \$10,166.85 for heaters for wellheads. Carried. 7 Yes. 0 No.

ACTION ITEMS- RESOLUTIONS AND ORDINANCES

A. CONSIDER ADOPTION OF RESOLUTION NO. 2015-31 AUTHORIZING STATE HISTORIC OFFICE TO NOMINATE DOWNTOWN CHARLOTTE AND NEARBY HISTORIC AREAS TO THE NATIONAL REGISTER OF HISTORIC PLACES:

WHEREAS, the Michigan State Historic Preservation Office has funding available that can be used to prepare a nomination to the National Register of Historic Places, a special historic designation from the National Parks Service; and

WHEREAS, the Michigan State Historic Preservation Office has offered to use these funds to nominate Downtown Charlotte and other nearby historic areas within the City; and

WHEREAS, being listed on the National Register will benefit Charlotte through enhanced access to Federal Income Tax Credits and certain grant programs, and by the historical research and documentation the process requires, and by providing the community a unique marketing and promotional opportunity; and

WHEREAS, this nomination process will be provided without expense to the City of Charlotte; and

WHEREAS, listing on the National Register does not restrict, nor otherwise regulate, private property owners and the use of their properties.

NOW, THEREFORE, BE IT RESOLVED that the City of Charlotte City Council hereby authorizes the Michigan State Historic Preservation Office to prepare a nomination to the National Register of Historic Places for Downtown Charlotte, Michigan and nearby historic neighborhoods.

Mayor Pro-Tem Sanders moved, supported by Mitchell to approve the adoption of Resolution No. 2015-31 to authorize the State Historic Office to nominate downtown Charlotte and nearby historic areas to the National Register of historic places. Carried. 7 Yes. 0 No.

**B. CONSIDER ADOPTION OF RESOLUTION 2015-32
TO SET MEETING DATES FOR 2016:**

Resolution No. 2015-32 was introduced, reading as follows:

WHEREAS, Public Act 267 of 1976 requires a resolution setting meeting dates.

NOW THEREFORE BE IT RESOLVED, that the regular meeting dates of the Charlotte City Council and other Boards and Commissions be as follows for the year 2016.

CHARLOTTE BOARD OR COMMISSION	DATE OF MEETING	PLACE OF MEETING
CHARLOTTE CITY COUNCIL		COUNCIL CHAMBERS 2 ND Floor, City Complex 111 E. Lawrence Ave Charlotte MI 48813
	Monday, January 11	Phone: 543-2750
	Monday, January 25	7:00 P.M.
	Monday, February 8	
	Monday, February 22	
	Monday, March 14	
	Monday, March 28	
	Monday, April 11	
	Monday, April 25	
	Monday, May 9	
	Monday, May 23	

CHARLOTTE BOARD OR COMMISSION	DATE OF MEETING	PLACE OF MEETING
	Monday, June 13	
	Monday, June 27	
	Monday, July 11	
	Monday, July 25	
	Monday, August 8	
	Monday, August 22	
	Monday, September 12	
	Monday, September 26	
	Monday, October 10	
	Monday, October 24	
	Monday, November 14	
	Monday, November 28	
	Monday, December 12	
	*Tuesday, December 27	

AIRPORT ADVISORY	4 th Tuesday of January, April, July, and October	FITCH BEACH AIRPORT 1325 Island Highway Charlotte MI 48813
	Tuesday, January 26	8:00 A.M.
	Tuesday, April 26	
	Tuesday, July 26	
	Tuesday, October 25	
BOARD OF REVIEW	Tuesday, March 8; Monday, March 14; Tuesday, March 15 Tuesday, July 19; Tuesday, Dec 13	COMMUNITY ROOM Basement, City Complex Hours to be published
BUILDING AUTHORITY	(Special Meetings to be called as necessary)	CITY HALL 111 E. Lawrence Ave Charlotte MI 48813
CABLE ACCESS COMMITTEE	(Special Meetings to be called as necessary)	CITY HALL 111 E. Lawrence Ave Charlotte MI 48813

CAMP FRANCES BOARD meets the last Wednesday of January, April, and July, October	Wednesday, January 27 Wednesday, April 27 Wednesday, July 27 Wednesday, October 26	CAMP FRANCES 1307 S. Cochran Ave Charlotte MI 48813 7:00 P.M.
CHARLOTTE AREA RECYCLING AUTHORITY	Last Tues of Jan, Apr, Jul and Oct	COUNCIL CHAMBERS 2 nd Floor City Complex 111 E. Lawrence Ave Charlotte MI 48813
	Tuesday, January 26	5:30 P.M.
	Tuesday, April 26	
	Tuesday, July 26	
	Tuesday, October 25	

CHARLOTTE PLANNING COMMISSION	1 st Tues monthly except for *Election Days or Holidays.	COUNCIL CHAMBERS 2 nd Floor City Complex 111 E. Lawrence Ave Charlotte MI 48813
	Tuesday, January 5	7:00 P.M.
	Tuesday, February 2	
	Tuesday, March 1	
	Tuesday, April 5	
	Tuesday, May 3	
	Tuesday, June 7	
	Tuesday, July 5	
	*Tuesday, August 9	
	Tuesday, September 6	
	Tuesday, October 4	
	Tuesday, November 1	
	Tuesday, December 6	
LOCAL COMPENSATION COMMISSION	JANUARY ODD YEARS	COUNCIL CHAMBERS City Complex 111 E. Lawrence Ave Charlotte MI 48813
		9:00 A.M.
DOWNTOWN DEVELOPMENT AUTHORITY	2 nd Thursday monthly	COUNCIL CHAMBERS 2 nd Floor City Complex 111 E. Lawrence Ave

		Charlotte MI 48813
	Thursday, January 14	7:30 A.M.
	Thursday, February 11	
	Thursday, March 10	
	Thursday, April 14	
	Thursday, May 12	
	Thursday, June 9	
	Thursday, July 14	
	Thursday, August 11	
	Thursday, September 8	
	Thursday, October 13	
	Thursday, November 10	
	Thursday, December 8	

LDFA & BROWNFIELD DEVELOPMENT	February - 2 nd Thursday Special meetings as necessary	COUNCIL CHAMBERS 2 ND Floor, City Complex 111 E. Lawrence Ave Charlotte MI 48813
	Thursday, February 11	7:00 P.M.
PARK ADVISORY BOARD	1 st Tuesday of the months of Jan, Feb, April, May, Sept, Oct.	COMMUNITY ROOM Basement, City Complex 111 E. Lawrence Ave Charlotte MI 48813
	Tuesday, January 5	7:00 P.M.
	Tuesday, February 2	
	Tuesday, April 5	
	Tuesday, May 3	
	Tuesday, September 6	
	Tuesday, October 4	
SUSTAINABILITY COMMITTEE	(Special meetings to be called as necessary)	CITY HALL 111 E. Lawrence Ave Charlotte MI 48813
UTILITY BOARD OF APPEALS	At least one meeting in July 2 nd Thursday. Others as necessary	COUNCIL CHAMBERS 2 ND Floor, City Complex 111 E. Lawrence Ave Charlotte MI 48813
	Thursday, July 14	7:30 P.M.

**Special Meetings Shall Be Posted 18 Hours Before Such Meeting
Is Held**

Councilmember Ridge moved, supported by Johnston to approve the adoption of Resolution No. 2015-32 to set meeting dates for 2016. Carried 7 Yes. 0 No.

C. CONSIDER ADOPTION OF RESOLUTION 2015-34 TO APPROVE PURCHASE OF EQUIPMENT FOR DISINFECTION OF DRINKING WATER:

WHEREAS, the water wells use chlorine gas continually as a critical process chemical for the disinfection of the drinking water in accordance with the Safe Drinking Water Act, and
WHEREAS, the chlorine gas, polyphosphate and fluoride are currently located in a common room at each of the well houses as has been the case for more than 30 years, and
WHEREAS, in June, 2014 the Michigan Department of Environmental Quality noticed the violation of Part 5 of the Recommended Standards for Water Works and Part 10 of the Suggested Practices for Water Works and required compliance with these standards, and
WHEREAS, the DPW further investigated and confirmed the incompatible chemical status with the EPA and worked with the MDEQ to defer the project to the next budget year, and
WHEREAS, the cost benefit analysis determined that it would be more cost effective to change the method of disinfection and make a capital investment in new chlorination equipment than making building renovations and expansions to meet the separation criteria, and
WHEREAS, the operational staff has researched technologies for chlorination and have determined that the Accu-Tab system will be the safest and easiest to operate system available, and
WHEREAS, Elhorn Engineering is the local representative for the Accu-Tab system and has given a proposal in the amount of \$26,488.74 plus freight to provide and install the systems.

THEREFORE BE IT RESOLVED that the city council authorizes the purchase of the Accu-Tab chlorination system from Elhor Engineering to meet the current regulations and agrees to waive the bidding requirements as this a proprietary technology for which there is a sole vendor.

Councilmember Bahmer moved, supported by Sanders to approve the adoption of Resolution No. 2015-34 to approve the purchase of equipment for disinfection of drinking water. Carried 7 Yes. 0 No.

D. CONSIDER ADOPTION OF RESOLUTION 2015-35 TO APPROVE THE TECHNOLOGY FOR GRIT REMOVAL AT THE WASTEWATER TREATMENT PLANT:

WHEREAS, on September 28, 2015 the city council approved the engineering required for the Grit Chamber Renovation Project at the wastewater treatment plant, and
WHEREAS, the technology for grit removal must be determined to complete the engineering plans, and
WHEREAS, the operations staff and engineers evaluated the technology choices based on visits to other treatment plants and other research, and
WHEREAS, a Present Value Analysis of Alternatives was performed to determine the most economically feasible technology to use based on capital cost, required maintenance, estimated life of the equipment and other factors, and
WHEREAS, the cost benefit analysis determined that it would be more cost effective to purchase and install the mechanical vortex system, and
WHEREAS, the bid documents will allow for competitive bid of different mechanical vortex systems.

THEREFORE BE IT RESOLVED that the city council approves the use of the mechanical vortex technology in the grit removal project.

Councilmember Ridge moved, supported by Bahmer to approve the adoption of Resolution No. 2015-35 to approve the technology for grit removal at the Wastewater Treatment Plant. Carried 7 Yes. 0 No.

INTRODUCTION OF RESOLUTIONS AND ORDINANCES
None

COMMUNICATIONS AND COMMITTEE REPORTS

CITY ATTORNEY REPORT: None.

CITY MANAGER REPORT: City Manager Guetschow reported on the information included in his written report. City Manager Guetschow stated that with the renewal of his contract, and compensation that he was not expecting, he would match up to \$4,000 for the Camp Frances Fund raising project between now and July 1st.

COUNCILMEMBER COMMITTEE REPORTS:

- Councilmember Ridge reported that the sledding hill lighting is now complete thanks to Al Hirt, Rotary Club and John Boy Electric. She reported that the softball field plan is now 95% complete. An additional grant is being written for the tennis courts.
- Councilmember Bahmer reported that the January Planning Commission meeting has been cancelled.
- Mayor Lewis reported that he would like councilmembers to consider a goal setting meeting for January 18, 2016 at 6:30 p.m.

PUBLIC COMMENT: None.

MAYOR AND COUNCIL COMMENTS:

- Councilmember Johnston thanked everyone for coming out and wished everyone a Happy New Year.
- Councilmember Russo thanked everyone for coming out.
- Councilmember Ridge thanked everyone for their support. She stated that she attended a Rising Tide presentation and is excited for Charlotte. She thanked City Manager Guetschow for accepting his contract. She wished everyone a Happy New Year.
- Mayor Pro-Tem Sanders thanked everyone for coming out, wished everyone safe travels and a Happy New Year.
- Councilmember Mitchell reminded everyone to not drink and drive and a Happy New Year.
- Councilmember Bahmer stated that the last few weeks have been an experience. It proves that differences of opinion will unite. He wished everyone safe travels home and a Happy New Year.
- Mayor Lewis thanked everyone for venturing out tonight. He recognized the employees in the Fire Department, Department of Public Works and Police Department that worked the Christmas holiday.

Mayor Pro-Tem Sanders moved, second by Johnston to adjourn at 7:40 p.m. Carried. 7 Yes. 0 No

Mayor Tim Lewis

Ginger Terpstra, City Clerk