

COUNCIL PROCEEDINGS
Regular Meeting
June 27, 2016

CALL TO ORDER: By Mayor Lewis on Monday, June 27, 2016, at 7:00 p.m.

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

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

APPROVAL OF MINUTES FOR REGULAR MEETING OF JUNE 13, 2016: Mayor Pro-Tem Sanders moved, supported by Russol to approve the regular meeting minutes of June 13, 2016, as presented. Carried. 7 Yes. 0 No.

APPROVAL OF MINUTES FOR SPECIAL MEETING OF JUNE 20, 2016: Councilmember Ridge moved, supported by Mitchell to approve the special meeting minutes of June 20, 2016, as presented. Carried. 7 Yes. 0 No.

ABSENT: None.

PUBLIC HEARINGS – None.

PUBLIC COMMENT: Frank Ruttman, Chester Township resident, spoke regarding his termination from the City of Charlotte.

APPROVAL OF AGENDA: Councilmember Ridge moved, supported by Russo to approve the agenda as presented. Carried. 7 Yes. 0 No.

SPECIAL PRESENTATIONS:
CHARLOTTE LIBRARY YES COMMITTEE
PRESENTATION- SALLY SEIFERT:

Jim Oliver, Director of Charlotte Community Library, introduced Sally Siefert, representing the Yes Committee for the Library.

Ms. Siefert gave a presentation on the history of the Charlotte Community Library and the programs that the library provides. She encouraged everyone to support and vote yes for the millage that will be on the ballot on August 2, 2016.

EXPEDITED RESOLUTIONS AND ORDINANCES

A. CONSIDER APPROVAL OF RESOLUTION NO. 2016-74 REGARDING MAYORAL APPOINTMENTS:

WHEREAS , a need for a council appointment exists on the Park Advisory Board and the Planning Commission; and
WHEREAS, Mayor Lewis is recommending the following to fill these vacancies:

Name	Board	Term Ending
Brad Johnston	Park Advisory Board	
Ken Wirt	Planning Commission	March 31, 2017

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

Mayor Pro-Tem Sanders moved, supported by Russo to approve Resolution No. 2016-74 as presented. Carried. 7 Yes. 0 No.

B. CONSIDER APPROVAL OF RESOLUTION NO. 2016-75 YEAR END BUDGET ADJUSTMENTS:

WHEREAS, Section 17 of the Michigan Uniform Budgeting and Accounting Act requires that the original annual appropriations by a legislative body be amended for any deviations from the annual original appropriations; and

WHEREAS, it has been determined that deviations from the FY 2015-2016 original budget appropriations exist in various funds; and

WHEREAS, these deviations will be covered by a draw on fund balance within the General Fund and LDFA fund, increased forfeiture receipts within the Police Drug Enforcement Fund and MSHDA grant funds within the Federal & State Grants fund; and

WHEREAS, the required budget adjustments to remove these deviations are;

THEREFORE, BE IT RESOLVED that the City Council approve the budget adjustments set forth above to cover expenditures projected to exceed budget at fiscal year end.

Councilmember Ridge moved, supported by Mitchell to approve Resolution No. 2016-75 Year End Budget Adjustments as presented. Carried. 7 Yes. 0 No.

C. CONSIDER APPROVAL OF RESOLUTION NO. 2016-76 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 June 24, 2016 payroll totaled \$146,112.51; and

WHEREAS, the June 2016 Bank of America credit card charges totaled \$9,196.12; and

WHEREAS, the June 27, 2016 claims total \$99,900.49;

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for June 27, 2016 in the amount of \$255,209.12.

APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL VOTE: Mayor Pro-Tem Sanders moved, supported by Russo to approve Resolution 2016-76 for expenditures of the City for June 27, 2016 as presented. Carried. 7 Yes. 0 No.

ACTION ITEMS – RESOLUTIONS AND ORDINANCES

A. CONSIDER SECOND READING AND ADOPTION OF RESOLUTION NO. 2016-63 SALE OF FIREWOOD:

WHEREAS, the City removes trees throughout the year from the City right-of-ways; and

ACCOUNT # TO	ACCOUNT # FROM	ACCOUNT NAME	AMOUNT TO	AMOUNT FROM
101-150.000-703.000		Administrative Salaries	7,100	
101-150.000-714.000		Unused Sick & Vacation Leave	1,600	
101-150.000-721.000		FICA/Medicare - City Share	700	
101-150.000-728.000		Retirement Plans (City Share)	600	
101-200.000-714.000		Unused Sick & Vacation Leave	2,000	
101-200.000-715.000		Health Reimbursement	3,000	
101-200.000-746.000		Professional Services	15,000	
101-424.000-746.000		Professional Services	23,000	
101-425.000-706.000		City Labor - DPW	4,000	
101-425.000-851.000		MVP Equipment Rental	4,000	
101-663.000-745.000		Utilities	8,000	
101-230.000-714.000		Unused Sick & Vacation Leave	1,000	
	101-000.000-399.000	Planned Use of Cash		70,000
230-301.000-731.000		Materials & Supplies	3,000	
	230-000.000-581.000	Forfeitures		3,000
261-800.000-746.000		Professional Services	10,000	
261-800.000-862.000		Cap. Outlay - Improvements	2,500	
261-800.000-972.000		Sundry	4,500	
	261-000.000-399.000	Planned Use of Cash		17,000
290-880001746000		Professional Services	170,000	
290-880.001-862.000		Cap. Outlay - Improvements	230,000	
	290-000.000-399.000	Planned Use of Cash		400,000
			\$490,000	\$490,000

WHEREAS, it was previously determined that the wood had some value and should be sold by sealed bids annually; and
WHEREAS, an advertisement was placed in the local paper and sent to previous bidders for the fourteen stacks of wood; and
WHEREAS, only one bid was submitted for five of the fourteen stacks of wood in the amount of \$763.00; and
WHEREAS, the remaining stacks of wood will be rebid later in the year.
THEREFORE, BE IT RESOLVED That the City sell wood stacks #2, 9, 10, 12, and 13 to Dan Lienerth for the highest bid price of \$763.00.

Councilmember Johnston moved, supported by Mitchell to approve second reading and adoption of Resolution No. 2016-63 as presented. Carried. 7 Yes. 0 No.

B. CONSIDER SECOND READING AND ADOPTION OF RESOLUTION NO. 2016-64 FOR L&T PAINTING CONTRACT FOR WATER TOWER PAINTING:

WHEREAS, the Water Tower Interior Painting and Minor Repair Project is provided for in the proposed FY 16-17 budget; and
WHEREAS, sealed bids were received on Tuesday, June 7, 2016; and
WHEREAS, L&T Painting, Inc. submitted the lowest unit price bid in the amount of \$103,200 to complete the project per the specifications prepared by Nelson Tank Engineering & Consulting, Inc.(NTEC); and
WHEREAS, NTEC has successfully worked with L&T Painting, Inc. in the past.
THEREFORE, BE IT RESOLVED that the City enter into a contract with L&T Painting, Inc. to provide the painting and repair services and that the mayor and clerk be directed to sign said contract on behalf of the City.

Councilmember Ridge moved, supported by Sanders to approve the second reading and approval of Resolution No. 2016-64 as presented. Carried. 7 Yes. 0 No.

C. CONSIDER SECOND READING AND ADOPTION OF RESOLUTION NO. 2016-65 GRIT CHAMBER RENOVATION PROJECT WWTP:

WHEREAS, the Grit Chamber Renovation Project is provided for in the FY 15-16 budget with \$115,000 allocated for the actual equipment and proposed FY 16-17 budget with \$375,000 allocated for the construction and modifications needed for the project; and
WHEREAS, sealed bids were received on Tuesday, June 7, 2016; and
WHEREAS, Skye Contracting Company submitted the lowest lump sum price bid in the amount of \$529,800 to complete the project per the specifications prepared by Moore & Bruggink, Inc.; and
WHEREAS, the low bid was \$39,800.00 over the budgeted amount; and
WHEREAS, Moore & Bruggink, Inc. has worked with the contractor to value engineer the project to reduce costs, but have found nothing significant that won't compromise the integrity of the project; and
WHEREAS, Moore & Bruggink, Inc. has successfully worked with Skye Contracting Company in the past.
THEREFORE, BE IT RESOLVED that the City enter into a contract with Skye Contracting Company construct the Grit Chamber Renovation Project and that the mayor and clerk be directed to sign said contract on behalf of the City.

Mayor Pro-Tem Sanders moved, supported by Mitchell to approve the second reading and adoption of Resolution No.

2016-65 as presented. Carried. 7 Yes. 0 No.

D. CONSIDER SECOND READING AND ADOPTION OF RESOLUTION NO. 2016-66 TO AUTHORIZE THE INSTALLATION OF SAFETY GLASS IN GENERAL OFFICE:

WHEREAS, The City of Charlotte is taking measures to make the City Hall Building more secure, and;

WHEREAS, Quotes have been taken as required from three companies that provide options for safety glass and security measures in the general office, and;

WHEREAS, The lowest quote, with the specifications requested, was provided by Harmon Auto Glass, 218 Lansing St., Charlotte, Michigan in the amount of \$4663.85, and;

THEREFORE BE IT RESOLVED that the City of Charlotte City Council hereby authorizes the security measures be installed by Harmon Glass, 218 Lansing St., Charlotte, MI which had the lowest quote for the specifications requested.

Councilmember Johnston moved, supported by Russo to approve second reading and adoption of Resolution No. 2016-66 as presented. Carried. 7 Yes. 0 No.

E. CONSIDER SECOND READING AND ADOPTION OF RESOLUTION NO. 2016-68 REGARDING THE CONDITION OF CHARLOTTE SOUTHERN RAILROAD CROSSINGS IN THE CITY:

WHEREAS, the Charlotte Southern Railroad is the owner of rail facilities in the City of Charlotte that include several grade crossings on City streets and State trunklines; and

WHEREAS, these grade crossings are in deplorable condition, causing hazardous driving conditions for vehicles and their occupants who must cross them; and

WHEREAS, the Michigan Department of Transportation has ordered the Charlotte Southern Railroad to undertake repairs to said crossings and has established deadlines for this work to be completed; and

WHEREAS, the deadlines for repairs have passed and no action has been taken by the Charlotte Southern Railroad to comply with said orders;

THEREFORE, BE IT RESOLVED that the Council requests that the Michigan Department of Transportation proceed expeditiously to take all necessary actions, including legal actions through the Michigan Attorney General, to compel the Charlotte Southern Railroad to effect the ordered repairs.

Councilmember Mitchell moved, supported by Ridge to approve the second reading and adoption of Resolution No. 2016-68 as presented. 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 stated that he will be working on a new purchasing policy and looking at the purchasing ordinance. He reported that Chief Fullerton advised that the new sirens should be completed within the next two weeks. He stated that he was on vacation last week and participated in Girls State that is put on by the American Legion. It was attended by 280 girls this year.

COUNCILMEMBER COMMITTEE REPORTS:

- Councilmember Ridge reported that the Recreation Co-op is still working on the five year plan. There will be a meeting on July 14, 2016 at 7 PM at Carmel Township Hall.

PUBLIC COMMENT: Ben Phlegar, 425 Horatio, encouraged everyone to vote yes on the library millage proposal.

MAYOR AND COUNCIL COMMENTS:

- Councilmember Johnston thanked the library for the presentation and wished everyone a safe and happy 4th of July.
- Councilmember Russo wished everyone a happy holiday.
- Councilmember Ridge thanked everyone who came out for Celebrate Charlotte. She stated that the library is a great asset to our community and encouraged everyone to vote yes on the millage in August. She reported on the Charlotte Rising Tide activities.
- Mayor Pro-Tem Sanders thanked everyone for coming and wished everyone a safe 4th of July.
- Councilmember Mitchell thanked everyone for coming. He asked that people be aware of what the 4th of July stands for and what our founding fathers gave up.
- Councilmember Bahmer stated that he was intrigued by the City Manager's report regarding the purchasing policy.
- Mayor Lewis thanked the Library committee for their presentation. He stated the he attended the Relay for Life and it was very moving. He reported that he has had Attorney Hitch review the charter language as it relates to the Mayor making motions and seconding motions.

Councilmember Johnston moved, second by Sanders to adjourn at 7:58 p.m. Carried. 7 Yes. 0 No

Mayor Tim Lewis

Ginger Terpstra, City Clerk, CMMC