

**COUNCIL PROCEEDINGS**  
**Regular Meeting**  
**November 13, 2018**

**CALL TO ORDER:** By Mayor Lewis on Tuesday, November 13, 2018 at 7:00 p.m.

**PRESENT:** Councilmembers Dyer, Ridge, Russo, Mayor Pro-Tem Baker, Johnston, Mitchell, 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 October 22, 2018:** Mayor Pro-Tem Baker moved, supported by Ridge to approve the regular meeting minutes of October 22, 2018 as presented. Carried. 7 Yes. 0 No.

**ABSENT:** None.

**PUBLIC HEARINGS:** None.

**PUBLIC COMMENTS:** **Barbara Fulton**, representing Charlotte Rising, 105 S. Cochran, expressed Charlotte Risings appreciation for the support of the City of Charlotte. She announced that Dillon Rush had been hired by L.E.A.P. as a place making manager. This was the position held formerly by Josh Holliday. She stated that the hiring committee has been working on hiring another executive director.

They have received good candidates from all over the state. They intend to have a new director hired by January. She stated everyone has stepped up in Dillon's absence and things are going well.

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

**SPECIAL PRESENTATIONS:**

**RYAN KLANN PROCLAMATION PRESENTATION:**

Mayor Lewis presented the following proclamation to Ryan Klann and congratulated him on his accomplishments and stated that he was honored as the Mayor to recognize him.

**PROCLAMATION**  
**2018-03**

**WHEREAS**, Ryan Klann moved with his family to Charlotte, MI in 2011, joining the Charlotte Band Program; and

**WHEREAS**, Ryan chose to play the trombone, where he has developed as a musician and gained love for the instrument as well as music; and

**WHEREAS**, last year Ryan became the Drum Major and has been taking lessons to grow as an instrumentalist; and

**WHEREAS**, he hopes to someday attend Michigan State University to study music education; and

**WHEREAS**, the City Council of the City of Charlotte is honored to have had Ryan selected to participate as a representative of our home town in The Macy's Thanksgiving Day Parade ; and

**WHEREAS**, the Charlotte City Council is very proud of Ryan's achievements and wishes him well in his future musical endeavors; and

**NOW, THEREFORE BE IT RESOLVED**, I, **Tim Lewis**, Mayor of the City of Charlotte, do hereby congratulate Ryan as he represents the citizens of Charlotte, Michigan on Thanksgiving Day 2018.

**BE IT FINALLY PROCLAIMED**, that this Proclamation be entered into the official proceedings of the Charlotte City Council on the 13th day of November, 2018.

**EXPEDITED RESOLUTIONS AND ORDINANCES**

**A. CONSIDER APPROVAL OF RESOLUTION NO. 2018-132 TO AUTHORIZE A CONTRACT WITH CONSUMERS ENERGY ES SERVICES FOR THE REPLACEMENT OF THE WWTP GENERATOR:**

**RESOLUTION NO. 2018-132**

**A RESOLUTION TO AUTHORIZE A CONTRACT WITH CONSUMERS ENERGY ES SERVICES FOR THE REPLACEMENT OF THE WASTEWATER TREATMENT PLANT GENERATOR**

**HEREAS**, the generator at the Wastewater Treatment Plant (WWTP) was originally installed in 1979 and was programmed for replacement in the FY 17/18 budget; and

**WHEREAS**, the replacement was pushed back due to the two years delay in approving replacement of the Tirrell Lift Station generator; and

**WHEREAS**, the generator has required significant service to keep it operational which has led to reduced scheduled exercise to make sure it is functional in an emergency situation; and

**WHEREAS**, the generator is a critical asset that keep the plant running in a power outage, and it has no backup; and

**WHEREAS**, the diesel generator will be replaced with a natural gas powered generator eliminating the need for an underground storage fuel tank, additional insurance, licensing, tightness test, and annual MDEQ fees; and

**WHEREAS**, Consumers Energy ES Services has provided design/build services to the City for the Reynolds Road Lift Station and the Chad Lift Station backup generators with great success; and

**WHEREAS**, a Consumers Energy ES Services has visited the site, performed preliminary load testing, and provided calculations for sizing the generator; and

**WHEREAS**, a Consumers Energy ES Services has estimated that the project will cost approximately \$156,000 including their fee, the purchase and installation of the generator, a port for attaching a backup generator, and upgrading the gas service for the generator; and

**WHEREAS**, funding for the project will be taken from reserves in the Water and Sewer account; and

**WHEREAS**, Consumers Energy ES Services submitted a proposal to perform the services listed in the contract for a fee of 10% of the total amount to be paid by the City for the procurement and installation of the new generator.

**THEREFORE, BE IT RESOLVED**; that the City enter into a contract with Consumers Energy ES Services to provide the

above mentioned services and that the Mayor or Clerk be directed to sign said contract on behalf of the City.

**Council member Ridge moved, supported by Dyer to approve Resolution 2018-132 to authorize a contract with Consumers Energy ES Services for the replacement of the WWTP generator as presented. Carried. 7 Yes. 0 No.**

**B. CONSIDER APPROVAL OF RESOLUTION NO. 2018-133 TO AUTHORIZE CHANGE ORDER #1 AND PAYMENT FOR TCI, INC. OF MICHIGAN-STATE AND LINCOLN STREET RECONSTRUCTION:**  
**RESOLUTION NO. 2018-133**

**A RESOLUTION TO AUTHORIZE CHANGE ORDER #1 AND PAYMENT FOR TCI, INC. OF MICHIGAN – STATE AND LINCOLN STREET RECONSTRUCTION**

**WHEREAS**, the State and Lincoln Street Project contract was awarded to TCI, Inc. by City Council on April 23, 2018 in the amount of \$1,809,081.40; and

**WHEREAS**, the contract is a unit price contract whereby the City is charged by actual quantities of items constructed resulting in a balancing change order; and

**WHEREAS**, Council was advised on July 19, 2018 of changes to concrete driveways, sidewalk, curb & gutter, undercut, and underdrain that would result in contract additions in the amount of approximately \$60,000.00; and

**WHEREAS**, Council was advised on August 8, 2018 of changes to water services, and the specified hot mix asphalt that would result in contract additions in the amount of approximately \$28,000.00; and

**WHEREAS**, the above changes were included in the balancing Change Order #1 for a total increase of \$103,607.27 on the project; and

**WHEREAS**, the total cost of the State and Lincoln Street Project is \$1,912,688.67; and

**WHEREAS**, progress payments to date for the State and Lincoln Street Project totaling \$1,094,572.65 have been approved by the City Council.

**THEREFORE, BE IT RESOLVED** that the City Council approves contract Change Order #1 in the amount of \$103,607.27 and final payment to TCI Inc. of Michigan in the amount of \$818,116.02.

**Council member Ridge moved, supported by Mitchell to approve Resolution 2018-133 to authorize Change Order #1 and payment for TCI, Inc. of Michigan –State & Lincoln Street Reconstructions as presented. Carried. 7 Yes. 0 No.**

**C. CONSIDER APPROVAL OF RESOLUTION NO. 2018-134 MERS HYBRID PLAN ADOPTION:**

**RESOLUTION NO. 2018-134**

**A RESOLUTION TO AUTHORIZE A NEW MERS HYBRID PLAN ADOPTION AGREEMENT**

City Council Minutes 11-14-2018

Page 3 of 6

**WHEREAS**, most City employees hired subsequent to July 1, 2012 participate in a Municipal Employees Retirement System (MERS) hybrid plan that combines defined benefit and defined contribution components; and

**WHEREAS**, the City's contribution to the defined contribution component of these plans is the difference between the maximum employer contribution to each plan and the actuarially determined required contribution to the defined benefit component of the plans; and

**WHEREAS**, the City has a new non-union position that does not fall into the category of any of the plans already in place;

**NOW, THEREFORE, BE IT RESOLVED** that the City adopt a new MERS Hybrid Adoption agreement for this and future positions that may fall into this division

**AND BE IT FURTHER RESOLVED** that the contribution rates be determined to follow other plans already in place not to exceed a total of 10% and to become effective immediately.

**Mayor Pro-Tem Baker moved, supported by Johnston to approve Resolution 2018-134 MERS Hybrid Adoption Plan as presented. Carried. 7 Yes. 0 No.**

**D. CONSIDER APPROVAL OF RESOLUTION NO. 2018-135 REGARDING PAYMENT OF CLAIMS & ACCOUNTS:**

**RESOLUTION NO. 2018-135**

**A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY FOR NOVEMBER 13, 2018**

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

**WHEREAS**, the October 26, 2018 payroll totaled \$147,471.10; and November 9, 2018 payroll totaled \$153,875.86

**WHEREAS**, the November 13, 2018 claims total \$1,263,261.41;

**THEREFORE, BE IT RESOLVED** that the City Council approves claims and accounts for November 13, 2018 in the amount of \$1,564,608.37

**APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL**

**VOTE: Council member Johnston moved, supported by Dyer to approve Resolution 2018-135 for expenditures of the City for November 14, 2018 as presented. Carried. 7 Yes. 0 No.**

**E. CONSIDER APPROVAL OF RESOLUTION NO. 2018-136 CREDIT CARD AUTHORIZATION SEPTEMBER-OCTOBER:**

**RESOLUTION NO. 2018-136**

**A RESOLUTION TO APPROVE**

**CREDIT CARD CHARGES FOR SEPTEMBER-OCTOBER 2018**

**WHEREAS**, the City has a credit card account and various employees incur charges for the purchase of goods and services for City business purposes through the use of credit cards issued to them; and

**WHEREAS**, expenses totaling \$3,451.98 have been incurred during the period between September 15, 2018 and October 15, 2018 and receipts for these expenses have been reviewed and

City Council Minutes 11-14-2018

the amounts approved by the City Manager or City Clerk and a list of those expenses has been provided to the City Council; and

**WHEREAS**, City Charter requires the Council to authorize expenditures of all City funds;

**NOW, THEREFORE, BE IT RESOLVED** that credit card charges totaling \$3,451.98 for the period August 16, 2018 through September 14, 2018 are hereby approved.

**APPROVAL OF CREDIT CARD PAYMENT BY ROLL CALL VOTE:** Council member Ridge moved, supported by Dyer to approve Resolution 2018-136 Credit Card Authorization September-October 2018 as presented. Carried. 7 Yes. 0 No.

**ACTION ITEMS – RESOLUTIONS AND ORDINANCES:**

**A. CONSIDER APPROVAL OF RESOLUTION NO. 2018-131 to REJECT PROPOSAL FOR CONDUCTING INCOME SURVEY IN THE CITY OF CHARLOTTE:**  
**RESOLUTION 2018-131**

**A RESOLUTION TO REJECT PROPOSALS FOR CONDUCTING AN INCOME SURVEY IN THE CITY OF CHARLOTTE**

**WHEREAS**, as part of Project Rising Tide, the State of Michigan invited the City of Charlotte to conduct an income survey of its residents that could have certified the City as a Low-to-Moderate Income community for purposes of qualifying for

various assistance programs of the State and Federal government; and

**WHEREAS**, the City of Charlotte sought and received proposals for conducting of this survey; and

**WHEREAS**, the expected cost of the survey was significantly more than anticipated; and

**WHEREAS**, the risk of not getting a favorable result from the survey cannot be accurately calculated ahead of time, but clearly exists and is considered by the City of be significant; and

**WHEREAS**, the lifespan of the Low-to-Moderate Income Community designation is not known and may be very short, which would seriously decrease the effectiveness of the designation.

**THEREFORE, BE IT RESOLVED** that the City Council of the City of Charlotte hereby rejects the proposals submitted for this survey; and

**BE IT FURTHER RESOLVED** that, despite this rejection, the City Council of the City of Charlotte thanks the State of Michigan for the opportunity to conduct said survey.

**Mayor Pro-Tem Baker moved, supported by Mitchell to approve first reading of Resolution No. 2018-131 to reject proposal for conducting Income Survey in the City of Charlotte as presented. Carried. 7 Yes. 0 No.**

**INTRODUCTION OF RESOLUTIONS AND ORDINANCES:**  
**NONE**

**COMMUNICATIONS AND COMMITTEE REPORTS**

**CITY ATTORNEY REPORT:** Not present. Report included in packet.

**CITY MANAGER REPORT:** City Manager Guetschow reported that the election held on Tuesday, November 6<sup>th</sup> yielded a 55% voter turn out of registered voters in the City. He stated the election ran smoothly crediting Clerk Terpstra, her staff, poll workers and the support of the County Clerk’s office. He stated that he was appreciative of the use of the Discovery Fellowship Church for the new precinct location that has been working well since splitting one of the precincts from the West Side Fire Station in August. He stated that the audit field work has been completed. The payroll conversion is continuing weekly with a January start date. He stated that the street reconstruction plan will be coming soon.

**COUNCILMEMBER COMMITTEE REPORTS:**

- Council member Ridge stated that there have been several Recreation Co-op meetings. There have been two applications received for grants that will be discussed at the next meeting.

**PUBLIC COMMENT:** None.

**MAYOR AND COUNCIL COMMENTS:**

- Council member Dyer no comment.
- Council member Mitchell no comment.
- Council member Russo no comment.
- Mayor Pro-Tem Baker no comment.

- Council member Johnston no comment.
- Council member Ridge stated that she attended the Charlotte Rising meeting. She stated that all board members have stepped up and divided the responsibilities in Dillon’s absence. She attended tonight’s meeting of the Better Roads committee and stated that they are moving forward. She stated her appreciation for Amy Gilson attending and helping with her tremendous knowledge. She stated the Charlotte Christmas will be going on December 22<sup>nd</sup> and she will be working with youth and funding for this event. She stated that the Charlotte Recreation Director interviews have been completed and they will be hiring within the next two weeks for this position. The position will be funded by the schools for the first two years.
- Mayor Lewis stated the election went smooth due to Clerk Terpstra, Jessica and the poll workers hard work. He thanked the Fire and Police Departments for their work with Halloween in keeping the kids safe as they were out trick or treating. He thanked the Police, Fire and Street Departments that work on the holidays to keep our City safe.

**Council member Johnston moved, second by Mitchell to adjourn at 7:28 p.m. Carried. 7 Yes. 0 No.**

---

Mayor Tim Lewis

---

Ginger Terpstra, City Clerk, CMMC