

## COUNCIL PROCEEDINGS

**Regular Meeting  
December 10, 2018**

**CALL TO ORDER:** By Mayor Lewis on Tuesday, December 10, 2018 at 7:00 p.m.

**PRESENT:** Councilmembers Dyer, Ridge, Russo, Mayor Pro-Tem Baker, Mitchell, Mayor Lewis, City Clerk Terpstra and City Manager Guetschow.

The invocation was offered by Pastor Randy Royston, New Hope Community Church followed by the Pledge of Allegiance.

**APPROVAL OF MINUTES FOR REGULAR MEETING OF November 26, 2018:** Mayor Pro-Tem Baker moved, supported by Ridge to approve the regular meeting minutes of November 26, 2018 as presented. Carried. 6 Yes. 0 No.)

**ABSENT:** Council member Johnston resigned effective December 7, 2018.

**PUBLIC HEARINGS:** None.

**PUBLIC COMMENTS:** None.

**APPROVAL OF AGENDA:** Council member Ridge moved, supported by Mitchell to approve the agenda as presented. Carried. 6 Yes. 0 No.

### **SPECIAL PRESENTATIONS:**

#### **CROSS CONNECTION PRESENTATION:**

City Manager Guetschow stated that Matt Griffith, Superintendent of Wastewater, was present to expand on questions asked by Council member Russo at the last meeting regarding Cross Connection policies.

Matt Griffith explained the new regulations put in place by the EPA and MDEQ in relation to Cross Connection for public safety. He explained that cross connection relates to letting water flow only one way and preventing any backflow into the water system. There are 323 Cross Connections currently in the City of Charlotte. Testing on these connections is required to be done by June 1<sup>st</sup> of each year. The increase on regulations for lead, copper and PFAS are requiring much more time for current staff.

Britani Wisniewski, Environmental Services Coordinator, stated that she will be working with industries regarding the PFAS regulations and monitoring and with the pre-treatment program. She stated that she has an extensive background in Environmental Sciences.

#### **STREET RECONSTRUCTION PROGRAM DISCUSSION:**

Amy Gilson, Director of Public Works, went over the 2018 PSAR ratings and discussed the condition of the city streets. She asked for direction from council on what streets they would like to see done and in what order. Discussion was held among council members on what streets could be moved and council asked that a special meeting be set after the first of the year to discuss this schedule specifically.

**EXPEDITED RESOLUTIONS AND ORDINANCES**

**A. CONSIDER APPROVAL OF RESOLUTION NO. 2018-139 CITY COUNCIL MEETING DATES 2019:**

**CITY OF CHARLOTTE  
RESOLUTION 2018-139**

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 be as follows for the year 2019.

**Charlotte City Council Meeting Dates 2019**

<b>CHARLOTTE CITY COUNCIL</b>		COUNCIL CHAMBERS 2 <sup>ND</sup> Floor, City Complex 111 E. Lawrence Ave Charlotte MI 48813 Phone: 543-2750
	Monday, January 14	7:00 P.M.
	Monday, January 28	
	Monday, February 11	
	Monday, February 25	
	Monday, March 11	

	Monday, March 25	
	Monday, April 8	
	Monday, April 22	
	Monday, May 6	
	Monday, May 20	
	Monday, June 3	
	Monday, June 17	
	Monday, July 1	
	Monday, July 15	
	Monday, August 5	
	Monday, August 19	
	Monday, September 2	
	Monday, September 16	
	Monday, October 7	
	Monday, October 21	
	Monday, November 4	
	Monday, November 18	
	Monday, December 2	
	Monday, December 16	

**SPECIAL MEETINGS SHALL BE POSTED 18 HOURS BEFORE SUCH MEETING IS HELD**

Mayor Pro-Tem Baker moved, supported by Ridge to approve Resolution No. 2018-139 City Council Meeting Dates 2018 as presented for the second and fourth Monday's of each month.

Discussion was held regarding moving the meeting dates to the first and third Monday's of the month.

Council member Dyer moved, supported by Baker to amend the original resolution starting in May to move the council meetings to the first and third Monday's of each month. Carried. 6 Yes. 0 No.

**B. CONSIDER APPROVAL OF RESOLUTION NO. 2018-140 REGARDING CLAIMS & ACCOUNTS:**

**RESOLUTION NO. 2018-140**

**A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY**

**FOR DECEMBER 10, 2018**

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

**WHEREAS**, the December 1, 2018 payroll totaled \$174,913.29;

**WHEREAS**, the December 10, 2018 claims total \$208,172.44;

**THEREFORE, BE IT RESOLVED** that the City Council approves claims and accounts for December 10, 2018 in the amount of \$383,085.73

**APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL VOTE:** Council member Ridge moved, supported by Baker to approve Resolution 2018-140 for expenditures of the City for December 10, 2018 as presented. Carried. 6 Yes. 0 No.

**C. CONSIDER APPROVAL OF RESOLUTION NO. 2018-141 CREDIT CARD AUTHROIZATION OCTOBER-NOVEMBER 2018:**

**RESOLUTION NO. 2018-141**

**A RESOLUTION TO APPROVE**

**CREDIT CARD CHARGES FOR OCTOBER-NOVEMBER 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 \$3,844.17 have been incurred during the period between October 16, 2018 and November 14, 2018 and receipts for these expenses have been reviewed and 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 \$3,844.17 for the period October 16, 2018 through November 14, 2018 are hereby approved.

**APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL VOTE:** Council member Ridge moved, supported by Dyer to approve Resolution 2018-141 for Credit Card Authorization October-November 2018 as presented. Carried. 6 Yes. 0 No.

**ACTION ITEMS – RESOLUTIONS AND ORDINANCES:**

**A. CONSIDER RESOLUTION NO. 2018-138 TO AUTHORIZE A CONTRACT WITH H2O COMPLIANCE SERVICES, INC. FOR SERVICES RELATED TO CROSS CONNECTION CONTROL:**  
**RESOLUTION NO. 2018-138**

**A RESOLUTION TO AUTHORIZE A CONTRACT WITH H2O COMPLIANCE SERVICES, INC. FOR SERVICES RELATED TO CROSS CONNECTION CONTROL**

**WHEREAS**, a water cross connection is a connection between potable drinking water pipe and a non-potable source; and

**WHEREAS**, the Michigan Department of Environmental Quality requires an approved Cross Connection Program from municipalities that include on-site surveys and addressing potential cross connections; and

**WHEREAS**, the DPW's Water Division has been performing some inspections on their own, however additional assistance and expertise is necessary due to an increase in staff responsibilities which have been focusing on new State and Federal mandates; and

**WHEREAS**, three proposals have been secured for completing the required inspections and managing the database for approximately 500 sites over a three year period, and

**WHEREAS**, H2O Compliance Services, Inc. of Owosso presented the lowest fee proposal of \$43,837.20 for a three year contract, and

**WHEREAS**, the \$ 14,612.40 annual fee will be billed to the water and sewer budget.

**THEREFORE, BE IT RESOLVED** that the City Council enter into a contract with H2O Compliance Services, Inc. of Owosso to provide the above mentioned services and that the Mayor or Clerk be directed to sign said contract on behalf of the City pending contract review by the City Attorney.

**Mayor Pro-Tem Baker moved, supported by Dyer to approve Resolution No. 2018-138 to authorize a contract with H2O Compliance Services, Inc. for services related to Cross-Connection Control and to possibly amend the ordinance to allow for a charge to the customer for inspection fees relating to Cross Connection as presented. Carried. 6 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 due to the holiday schedule the next meeting will be held on Wednesday, December 26<sup>th</sup>. He stated that the payroll training will be held this week for our new payroll system. It is intended to

present the M-50 traffic impact study at the next meeting. He stated that he had met with Carmel Township Supervisor, Steve Willard, regarding working out a reasonable solution relating to cost sharing with the township.

**COUNCILMEMBER COMMITTEE REPORTS:**

- Council member Russo stated that he will be setting up a presentation on vaping at a meeting in the near future.
- Council member Ridge stated that Charlotte Rising is close to hiring someone to replace Dillon Rush. A CANDO visioning session was held on November 28<sup>th</sup> and great ideas were discussed. Recreation Co-op meeting will be held on December 13<sup>th</sup>. Charlotte Rising meeting will be held on January 17, 2019. CANDO will meet on January 23, 2019.

**PUBLIC COMMENT:** None.

**MAYOR AND COUNCIL COMMENTS:**

- Council member Russo stated that he has made contact with a representative who gave a presentation at ERESA regarding the hazards of vaping and they are willing to give a presentation to council at either the January 14<sup>th</sup> or 28<sup>th</sup> meeting.
- Council member Ridge Charlotte Christmas event will be held at Courthouse Square on December 22<sup>nd</sup> from 4 P.M. to 7 P.M. which will include Santa, reindeer, horse wagon rides and a story teller which is all free to the public. The Strategic Plan RFP is being finalized and will be sent out soon. The

cheerleaders took second place in their last competition and will be competing again on Friday in Dewitt.

- Council member Dyer thanked Amy and Matt for their presentations and welcomed Britani.
- Council member Mitchell no comment.
- Mayor Pro-Tem Baker thanked the DPW for their reports to council and appreciates all that they do. He stated that his wife had recently had a stroke but is home and is thankfully making progress. He thanked everyone for their thoughts and prayers.
- Mayor Lewis reminded everyone that it is not too late to donate to Christmas Kiddies. He thanked Brad Johnston for his time served on the Charlotte City Council and announced that the City received his resignation as of last Friday. He outlined the replacement process in that the City Council has 30 days to fill the vacancy. He encouraged anyone living in District 2 that is interested in the seat to send a letter of interest to the City and this will be a subject of the next meeting. All letters of interest need to be received by December 21<sup>st</sup>. He thanked the public for attending and the Department of Public Works for their presentation.

**Mayor Pro-Tem Baker moved, second by Dyer to adjourn at 8:49 p.m. Carried. 6 Yes. 0 No.**

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Mayor Tim Lewis

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Ginger Terpstra, City Clerk, CMMC