

COUNCIL PROCEEDINGS
Regular Meeting
November 26, 2018

CALL TO ORDER: By Mayor Lewis on Tuesday, November 26, 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 City Manager Guetschow followed by the Pledge of Allegiance.

APPROVAL OF MINUTES FOR REGULAR MEETING OF November 13, 2018: Mayor Pro-Tem Baker moved, supported by Ridge to approve the regular meeting minutes of November 13, 2018 as presented. Carried. 6 Yes. 0 No. 1 Absent. (Johnston)

ABSENT: Council member Johnston.

PUBLIC HEARINGS: None.

PUBLIC COMMENTS: None.

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

SPECIAL PRESENTATIONS:
DISCUSSION OF STREET PLAN:

City Manager Guetschow explained that the street plan had been updated to extend out a couple more years. He presented the plan showing that the end range would leave a balance in the \$60,000.00 range without any borrowing. It should be noted that the State & Lincoln Street project came in around one million dollars less than expected.

These estimates have been prepared with an increase in asphalt costs built in. There have been no major projects planned for the 2020 season. A couple of new projects were also added for Independence Blvd. and Hall/Washington/McClure Streets.

City Manager Guetschow advised council that they may want to discuss the order of the projects to be done and advise staff of their wishes. The numbers will then be updated each year.

Discussion was held among council members regarding the possibility of mill and fill projects, moving the East Harris project near the hospital to an earlier date and taking another look at PASER ratings to help make a decision on the streets to be considered and where to fit them into the schedule.

City Manager Guetschow explained that the projects need to be spread around the community and thought given to the amount of traffic that is generated on the streets when making considerations on the schedule for timing of projects.

EXPEDITED RESOLUTIONS AND ORDINANCES

A. CONSIDER APPROVAL OF EMERGENCY ORDINANCE TO ADD SECTION 2-164 OF CHAPTER 2-FINANCE TO PROVIDE FOR COLLECTION OF THE ADMINISTRATIVE FEES AND PENALTIES FOR THE DECEMBER TAXES:

AN ORDINANCE TO ADD SECTION 2-164 OF CHAPTER 2 - FINANCE - OF THE CODE OF THE CITY OF CHARLOTTE TO PROVIDE FOR THE COLLECTION OF THE ADMINISTRATIVE FEES, PENALTIES AND INTEREST FOR THE DECEMBER TAXES, AS PROVIDED AT MCL 2.1144, WITHIN THE CITY OF CHARLOTTE.

THE CITY OF CHARLOTTE ORDAINS:

1. Section 2-164 of Chapter 2 - Finance - of the Code of the City of Charlotte is hereby added to read as follows:

Sec. 2-164. PAYMENT SCHEDULE.

All taxes, charges and assessments levied or spread by the city on any city tax roll under authority of law which are paid on or before February 15 of each year shall be collected by the Treasurer, plus a 1% administrative fee, but without penalty or interest thereon. The Treasurer shall add to all such unpaid taxes, charges or assessments, paid on or after February 15, a 4% fee, consisting of a 1% property tax administrative fee and a 3% late penalty fee. Such charges and interest so added shall be a lien against the property to which the original taxes, charges or assessments apply and

shall be collectable in the same manner as the taxes, charges and assessments to which they are added.

2. It is hereby declared to be an emergency as the failure to so adopt this ordinance will interrupt the timely preparation and mailing of tax notices to the property owners of property located within the City of Charlotte.

This ordinance shall become effective immediately.

Mayor Pro-Tem Baker moved, supported by Ridge to approve Emergency Ordinance to add Section 2-164 of Chapter 2-Finance to provide for collection of the administrative fees and penalties for the December taxes as presented. Carried. 6 Yes. 0 No.

B. CONSIDER APPROVAL OF RESOLUTION NO. 2018-137 REGARDING PAYMENT OF CLAIMS & ACCOUNTS:

RESOLUTION NO. 2018-137

A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY FOR NOVEMBER 26, 2018

WHEREAS, Section 7.7 (B) of the City Charter requires Council approval for the expenditure of city funds; and
WHEREAS, the November 17, 2018 payroll totaled \$206,557.30
WHEREAS, the November 26, 2018 claims total \$190,079.95;
THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for November 26, 2018 in the amount of \$396,637.25

APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL VOTE: Council member Ridge moved, supported by Dyer to approve Resolution 2018-137 for expenditures of the City for November 26, 2018 as presented. Carried. 6 Yes. 0 No.

ACTION ITEMS – RESOLUTIONS AND ORDINANCES:
None.

INTRODUCTION OF RESOLUTIONS AND ORDINANCES:

A. 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 first reading of Resolution No. 2018-138 to authorize a contract with H2O Compliance Services, Inc. for services related to Cross-Connection Control as presented. Carried. 6 Yes. 0 No.

Discussion was held on the purpose of this program. Council members requested that Department of Public Works Director Gilson attend the next meeting to explain more about the program.

COMMUNICATIONS AND COMMITTEE REPORTS

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

CITY MANAGER REPORT: City Manager Guetschow reported that payroll conversion is still in progress and we will be training on

it in the next couple of weeks. The winter tax bills are in the process of being printed.

COUNCILMEMBER COMMITTEE REPORTS:

- Council member Russo questioned #2 of the City Attorney’s report and asked for an explanation.
- Council member Dyer stated that he is working with advertising students at Olivet College that are doing marketing for a couple of businesses in town, Cut N Tease and The Groomery. They are working to attract more customers to the businesses.

PUBLIC COMMENT: None.

MAYOR AND COUNCIL COMMENTS:

- Council member Russo stated he will be attending a meeting on December 6th in regards to vaping which is becoming an issue in cities. He encouraged other members to attend if possible. He stated he would then like to address this at council.
- Council member Ridge stated that there will be a CANDO meeting on November 28th at 5:30 at Windwalker to discuss the future of CANDO for 2019. The meeting will be held from 5:30 to 7:00 P.M.
- Council member Dyer stated that he attended the parade and lighting of the tree downtown and it was a great event.
- Council member Mitchell no comment.
- Mayor Pro-Tem Baker no comment.
- Council member Mitchell no comment.

- Mayor Lewis thanked the Police, Fire and Public Works Departments for their involvement in making the holiday parade special. He thanked the Police and Fire Department employees who worked over the Thanksgiving Day holiday. He stated that he had many compliments on the quick removal of the snowfall by the Public Works Department. He reminded everyone about Christmas Kiddies and the police departments fill the bus project at Wal-Mart.

Council member Ridge moved, second by Mitchell to adjourn at 7:52 p.m. Carried. 6 Yes. 0 No.

Mayor Tim Lewis

Ginger Terpstra, City Clerk, CMMC