

COUNCIL PROCEEDINGS
Work Session Meeting
January 21, 2020

CALL TO ORDER: By Mayor Ridge on Tuesday, January 21, 2020 at 6:00 p.m.

PRESENT: Council members Dyer, Mayor Pro-Tem Armitage, Baker, Hoogstra, Weissenborn, Mayor Ridge, City Clerk Terpstra and City Manager Guetschow.

ABSENT: Council member Christian.

DEPARTMENT GOALS AND ACTIVITIES:

FIRE DEPARTMENT PRESENTATION AND DISCUSSION:

Chief Fullerton gave an overview of the Fire Department. He explained the structure of the department and that it is run out of two stations. One being the Downtown Fire Station at City Hall and the other being the West Side Fire Station located at 911 W. Shepherd Street. He explained the cooperation agreement with the Rural Fire Association which covers City of Charlotte, Eaton, Carmel, Chester, Brookfield and Walton townships. The rural fire pays for 50% of the trucks and 40% of the fire budget. He explained how the City's ISO insurance rating that effect property owners insurance rates are calculated. He explained their departments role in code enforcement. Some of the goals going forward include more regular Code Enforcement by all employees of the department, purchase of a new mini pumper, more training for the volunteers and fire fighters, increase in fire and safety inspection and replacing the West Side Fire Station parking lot.

Chief Fullerton stated also that City Hall roof needs replacing as it is 22 years old and there are problems with it leaking. The Police Department garage doors need replacing, the air handling system for

heating and cooling and at some point the elevator is going to need to be replaced as we will no longer be able to obtain parts for it.

POLICE DEPARTMENT PRESENTATION AND DISCUSSION:

Police Chief Brentar gave an overview of the Police Department including the number of officers and vehicles that they currently have. He explained the dynamics of Charlotte being the County seat and what that means in terms of law enforcement challenges. Some of the goals and objectives are replacing the current body cams, replacement of garage doors, upgrade to police locker room, active violence training for city staff, replacement of one patrol and one detective vehicle and some additional security upgrades to the building. Another plan is to initiate the Hope Not Handcuffs program. Chief Brentar would also like to purchase outer vest carriers for all officers.

CITY MANAGER PRESENTATION AND DISCUSSION:

City Manager Guetschow discussed the desire to add a position to the administrative staff to handle tax, human resource, purchasing and some other accounting functions. Some of the goals and objectives are completion of the accounts receivable module that was finished today. To develop and implement monthly utility billing reconciliation process, develop Eaton Township tax sharing calculation amendment, establish a retiree health care trust, continue to address pension funding options, establish and fill a director of administrative services position, update the purchasing ordinance and revisit the credit card processing service that the city uses.

Mayor Ridge adjourned the work session at 9:05 P.M.

Mayor Yvonne Ridge

Ginger Terpstra, City Clerk, CMMC

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