

**CITY OF CHARLOTTE
COUNCIL PROCEEDINGS**

**Regular Meeting
February 1, 2021**

CALL TO ORDER:

By Mayor Armitage on Monday, February 1, 2021 at 7:02 p.m

PRESENT:

Councilmembers: McRae, Baker, Weissenborn, Hoogstra, VanStee, Mayor Pro-tem Dyer & Mayor Armitage. All reported their remote meeting location as being in the City of Charlotte, County of Eaton and State of Michigan. Staff: Manager LaPere, Clerk Tidwell, Public: Pastor Daniel Longden of First Lutheran Church

INVOCATION:

Pastor Longden gave the invocation.

PLEDGE OF ALLEGIANCE:

Mayor Armitage led the Pledge of Allegiance to the Flag of the United States of America.

APPROVAL OF MINUTES:

Motion by Baker, supported by Weissenborn to approve the minutes from January 18, 2021 as presented. Carried. 6 Yes. 0 No. 1 Absent.

PUBLIC COMMENT:

There was no public comment.

**APPROVAL OF REGULAR AGENDA AND UNANIMOUS
CONSENT AGENDA:**

Mayor Armitage added agenda item for the second reading of Resolution 2021-005 Authorizing the contract with Rowe PSC Contract for Engineering Services for Safe Routes for School.

Motion by Baker, supported by VanStee to approve the Regular Meeting Agenda with Resolution 2021-005 added as item 10) g). Carried. 6 Yes. 0 No. 1 Absent.

Mayor Pro-tem Dyer arrived at 7:09pm.

Motion by Hoogstra, supported by Dyer to approve the Unanimous Consent Agenda as presented. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

ACTION ITEMS RESOLUTIONS AND ORDINANCES:

**A. Consider approval of Resolution No. 2021-010 Approving the
Payment of Claims and Accounts**

RESOLUTION NO. 2021-010

**A RESOLUTION TO APPROVE EXPENDITURES OF THE
CITY OF CHARLOTTE
FOR FEBRUARY 1, 2021**

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

WHEREAS, the January 29, 2021, payroll totaled \$205,151.10; and

WHEREAS, the January 29, 2021, claims total in the amount of \$151,897.12; and

WHEREAS, January 25, 2021, insurance claims totaled \$5,754.68;

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for February 1, 2021, in the amount of \$362,802.90.

The foregoing resolution offered by Council member Hoogstra and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

**B. Consider approval of Resolution No. 2021-006 Authorizing
the Purchase of Dump Truck Box and Associated Equipment**

RESOLUTION NO. 2021-006

**A RESOLUTION TO AUTHORIZE THE PURCHASE OF
DUMP TRUCK BOX AND ASSOCIATED EQUIPMENT**

WHEREAS, the FY 20/21 budget includes the replacement of the dump body on Truck #22 (2007); and

WHEREAS, DPW staff has researched different dump bodies and determined that Truck & Trailer Specialties could best provide and install the equipment that meets their application needs; and

WHEREAS, Truck & Trailer Specialties holds a Cooperative Purchasing Contract through Rochester Hills for the requested equipment; and

WHEREAS, Truck & Trailer Specialties has quoted a price of \$22,124.00 to provide and install the dump box, hoist, tarp and required lights based on the cooperative purchasing contract pricing; and

WHEREAS, the aforementioned equipment will be paid for from the Motor Vehicle Pool fund; and

WHEREAS, Section 2-186 of the City Ordinances allows for the waiver of sealed bids when using a purchasing contract from another governmental agency.

THEREFORE, BE IT RESOLVED That the City Council approve the purchase of the dump truck equipment from Truck & Trailer Specialties agrees to waive the sealed bid process.

The foregoing resolution offered by Council member Hoogstra and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

C. Consider approval of Resolution No. 2021-012 Authorizing Agreement for Ambulance Services with Eaton Area Emergency Medical Services

RESOLUTION NO. 2021-012

A RESOLUTION TO AUTHORIZE EXECUTION OF AN AGREEMENT FOR

AMBULANCE SERVICES WITH EATON AREA EMERGENCY MEDICAL SERVICES

WHEREAS, the City has been party to an agreement with Eaton Area Emergency Medical Services for the provision of ambulance services within the City limits and throughout surrounding areas of Eaton County, which agreement is due to expire on March 31, 2021; and

WHEREAS, the parties to the agreement desire to renew the agreement for a three-year period commencing April 1, 2021; and

WHEREAS, the provision of ambulance services for residents of the city is essential to the public health and welfare and is in the public interest; and

THEREFORE, BE IT RESOLVED that the City Council does hereby approve the agreement for with Eaton Area Emergency Medical Services and authorizes the Mayor to execute the agreement on behalf of the City.

The foregoing resolution offered by Council member Hoogstra and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

D. Consider approval of Resolution No. 2021-013 Approving First Amendment to City Manager Employment Agreement

RESOLUTION 2021-013

FIRST AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT

WHEREAS, pursuant to Section 6.1(b) of the Charter of the City of Charlotte, the City Council of the City of Charlotte entered into an Agreement with Erin E. LaPere ("City Manager"), the commencement date which was January 18, 2021; and,

WHEREAS, the Parties were unaware that the health insurance benefit, as provided in Section 4 thereof, was not

immediately effective from January 18, 2021, and that the City Manager would have no health insurance coverage through the City of Charlotte until March 1, 2021; and,

WHEREAS, it was the intention of the Parties that the City Manager be fully covered from the effective date of the Agreement; and,

WHEREAS, the City Manager is required to make COBRA payments in order to continue her insurance coverage until March 1, 2021, which was not the intention of the City Council; and,

WHEREAS, the City Council has determined that it shall reimburse the City Manager for such COBRA payments.

NOW, THEREFORE, THE COUNCIL AND THE CITY MANAGER COVENANT AND AGREE TO AMEND THE CITY MANAGER EMPLOYMENT AGREEMENT AS FOLLOWS:

1. Upon the submission of the copy of checks paid to continue the insurance coverage that the City Manager had with her former employer, the City shall issue checks to the City Manager for reimbursement of said COBRA payments. The total amount will not exceed \$2,328.23.
2. That the remaining terms and conditions of the City Manager Employment Agreement, effective January 18, 2021, shall be, and hereby remain in full force and effect.

The foregoing resolution offered by Hoogstra and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

E. Consider approval of Resolution No. 2021-014 Authorizing Bank Signatures

RESOLUTION NO. 2021-014

A RESOLUTION TO APPROVE ADDITIONAL AUTHORIZED SIGNER FOR VARIOUS INDEPENDENT BANK ACCOUNTS AND CERTIFICATES OF DEPOSIT

WHEREAS, pursuant to Section 7.7(B) of the City of Charlotte Charter, the City Council has the authority to designate authorized signers for city bank accounts;

NOW, THEREFORE, BE IT RESOLVED that the Charlotte City Council does hereby authorize City Manager, Erin LaPere as an additional signer to Independent Bank accounts and certificates of deposit and removes Interim Manager, Thomas Thomas from all accounts.

The foregoing resolution offered by Hoogstra and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

F. Consider approval of Resolution No. 2021-011 Authorizing a Contract with Nelson Tank Engineering & Consulting, Inc. for Engineering Services Related to Maintenance of North Water Tower

RESOLUTION NO. 2021-011

A RESOLUTION TO AUTHORIZE A CONTRACT WITH NELSON TANK ENGINEERING & CONSULTING, INC. FOR ENGINEERING SERVICES RELATED TO MAINTENANCE OF NORTH WATER TOWER

WHEREAS, an inspection of the north water tower was completed in 2020 by Nelson Tank Engineering & Consulting, Inc. (NTEC) as part of the asset management plan; and

WHEREAS, necessary maintenance identified includes recoating the exterior, replacing the column ladder, and other ancillary items totaling approximately \$145,000; and

WHEREAS, the maintenance will be budgeted and completed in the FY 21/22 portion of 2021 construction season, and

WHEREAS, NTEC has provided tank engineering services for the City and is familiar with EGLE requirements as well as those of the City; and

WHEREAS, NTEC has submitted a proposal for the design and construction engineering for an amount of \$14,330.00, and

WHEREAS, the contract has been reviewed and approved by the City Attorney, and

WHEREAS, funding for the professional services related to the tank maintenance will be charged to the Water and Sewer Fund.

THEREFORE, BE IT RESOLVED that the City Council enter into a contract with NTEC to provide the above-mentioned services and that the Mayor or Clerk be directed to sign said contract on behalf of the City.

The foregoing resolution offered by Hoogstra and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

G. Consider approval of Resolution No. 2021-005 Authorizing a contract with Rowe PSC for Engineering Services Related to Safe Routes to School Project

RESOLUTION NO. 2021-005

A RESOLUTION TO AUTHORIZE A CONTRACT WITH ROWE PSC FOR ENGINEERING SERVICES RELATED TO SAFE ROUTES TO SCHOOL PROJECT

WHEREAS, the City Council approved Resolution 2019-59 Supporting a Safe Routes to School Grant Application at their meeting on June 10, 2019 and committed to implementing and maintaining the infrastructure that is part of the grant; and

WHEREAS, the project is a partnership between the Charlotte Public Schools, St. Mary's School, and Sparrow Eaton Hospital with assistance from the Eaton County Road Commission; and

WHEREAS, the Michigan Department of Transportation's (MDOT) has issued a Conditional Commitment for a grant in the amount of \$1,303,706.00; and

WHEREAS, specific dates must be met to secure the zero-match grant; and

WHEREAS, an impact grant of \$75,000 through the Capital Region Community Foundation was secured for engineering costs by project partner HGB; and

WHEREAS, Rowe PSC provides road engineering services for the City and is familiar with the MDOT LAP standards, Safe Routes to School project requirements as well as expectations of the City; and

WHEREAS, Rowe PSC has submitted a proposal for the design and construction engineering for an amount of \$326,000.00 plus the cost of any required easements as outlined in their proposal, and

WHEREAS, funding for the professional services related to engineering of Safe Routes to School project will be charged to the Major and Local Street Funds as appropriate and will be offset by the grant.

THEREFORE, BE IT RESOLVED that the City Council enter into a contract with Rowe PSC to provide the above-mentioned services in accordance with the proposal and that the Mayor or Clerk be directed to sign said contract on behalf of the City.

The foregoing resolution offered by Hoogstra and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

RECESS TO CLOSED SESSION:

Motion by McRae, support by Baker to recess to closed session at 7:12pm. Carried with roll call vote. 7 Yes. 0 No.

RECONVENE TO OPEN SESSION:

Council reconvened at 7:41pm.

Motion by Baker, supported by Weissenborn to approve the IAFF 5290 contract for the fire department as presented. Carried with roll call vote. 7 Yes. 0 No.

PUBLIC COMMENTS:

There was no public comment.

COMMUNICATIONS AND COMMITTEE REPORTS,
COUNCILMEMBER COMMENTS:

The City attorney report was received.

City Manager LaPere stated that West Seminary Street was back open and recognized February as Black History Month.

Baker inquired about the dumpster on the west side of Cochran by the new parking lot. Armitage stated the DDA will address the dumpster.

Weissenborn inquired about the ice rink by the sledding hill. DPW Director Gilson stated that the weather has been prohibitive in putting the rink into service.

Dyer announced he has been reappointed to the Michigan Municipal League Legislative Advisory Committee on Energy and Environment.

McRae gave an update on Eatran Meetings.

Armitage stated he has been attending meetings for the USDA Grant application for the potential trail.

Baker expressed appreciation for the Department of Public Works.

Hoogstra thanked the DPW and welcomed Manager LaPere.

Council discussed the policy regarding the reading of resolutions. Discussion took place to determine if there should be one or two readings of resolutions.

Motion by Dyer, support by McRae to reinstate two readings of resolutions indefinitely. Carried with roll call vote: Yes: Weissenborn, Dyer, McRae, VanStee; No: Hoogstra, Armitage, Baker.

ADJOURNMENT:

Mayor Pro-tem Dyer moved, supported by McRae to adjourn the meeting at 8:19 p.m. Carried. 7 Yes. 0 No. 0 Absent.

Mayor Armitage

Pearl Tidwell, City Clerk