

**CITY OF CHARLOTTE
COUNCIL PROCEEDINGS**

**Regular Meeting
October 04, 2021**

CALL TO ORDER:

By Mayor Armitage on Monday October 04, 2021 at 7:02 p.m.

PRESENT:

Council members: McRae, Baker, Hoogstra, Mayor Armitage, Mayor Pro-Tem Dyer (arrived during 1st Public Comment), City Manager LaPere (Via Zoom), and City Clerk LaRocque.

INVOCATION:

Victor Williams – New Hope Community Church – Was not present

PLEDGE OF ALLEGIANCE:

Led by Mayor Armitage.

APPROVAL OF MINUTES:

September 20, 2021 City of Charlotte Regular Meeting Minutes.

Motion by Baker supported by Hoogstra to approve the minutes from September 20, 2021 regular meeting, as presented by the following vote; Yea 5; Nay 0; Absent 2. Motion passed.

EXCUSE ABSENT MEMBERS:

Weissenborn and VanStee and Dyer.

Motion by McRae, supported by Baker to excuse absent council members by the following vote; Yea 5; Nay 0; Absent 3. Motion passed.

PUBLIC COMMENT: (5-minute presentation limit)

No Public Comment (Mayor Pro-Tem Dyer arrived during this time).

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

Motion by Hoogstra, supported by Baker to approve the Regular Meeting Agenda. The following vote Yea 5; Nay 0; Absent 2. Motion Passed.

**EXCLUSIONS FROM THE UNANIMOUS CONSENT
AGENDA:**

Items requested to be removed from the Unanimous Consent Agenda:

10 c – Resolution 2021-139 Fee Schedule for Water Reconnection Cost, requested by Dyer

10 d – Resolution 2021-140 To Resume Water Shut Off's for Non-Payment, requested by McRae

Motion by Hoogstra supported by Dyer to approve the Unanimous Consent Agenda and approval of claims and expenditures by the following roll call vote; Yea 5; Nay 0; Absent 2. Motion passed.

EXPEDITED RESOLUTIONS AND ORDINANCES:

- a. **Consider Resolution 2021-142 To approve payment of Claims and Expenditures**

**RESOLUTION NO. 2021-142
A RESOLUTION TO APPROVE EXPENDITURES OF
THE CITY OF CHARLOTTE FOR OCTOBER 4, 2021**

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

WHEREAS, the September 18, 2021, payroll totaled \$90,239.06; and

WHEREAS, the October 1, 2021 claims total in the amount of \$210,527.38; and

WHEREAS, the September 20, 2021 insurance claims totaled \$528.43; and

WHEREAS, the September 27, 2021 insurance claims totaled \$988.60;

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for October 4, 2021, in the amount of **\$302,283.47**

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed

- b. Consider Resolution 2021-143 To approve Mayor Armitage’s Appointment of Camp Frances Board Members.**

**RESOLUTION NO. 2021-143
A RESOLUTION TO APPROVE CAMP FRANCES
MAYORAL APPOINTMENTS**

WHEREAS, Camp Frances has selected their Board Members and are requesting approval through the City Council, and;

WHEREAS, Mayor Armitage is recommending the following individuals be appointed to fill the following vacancies;

Name	Board	3-Year Term Ending
Cathy Bogner	Camp Frances, President	May 15, 2024
D’Lynn Smith	Camp Frances, Secretary	May 15, 2024
Sue Latchaw	Camp Frances, Treasurer	May 15, 2024
Colleen Armitage	Camp Frances, Director	May 15, 2024
Barb VanderMolen	Camp Frances, Director	May 15, 2024
Margaret Bales	Camp Frances, Director	May 15, 2024
Amy Smith	Camp Frances, Director	May 15, 2024
Vacant	Camp Frances, Director	
Vacant	Camp Frances, Vice President	

THEREFORE, BE IT RESOLVED that the appointments listed above shall be and the same are hereby approved.

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed.

- c. Consider Resolution 2021-144 To approve the Planning Commission November meeting date change.**

**CITY OF CHARLOTTE
RESOLUTION 2021-144
A RESOLUTION TO CHANGE THE PLANNING
COMMISSION NOVEMBER MEETING DATE**

WHEREAS, the Charlotte Planning Commission By-Laws, Article III, Meetings, Item 2 require that meetings are to be scheduled on the 1st Tuesday of the month, and when a conflict occurs with that date due to a legal holiday or election, the alternative date will be the 2nd Tuesday of the month; and

WHEREAS, there is a city election scheduled the first Tuesday of November, 2021 to elect a Mayor, Council at Large, two Council Members in District 1 and one Council Member in District 2;

NOW THEREFORE BE IT RESOLVED, that Council recommends and authorizes the November 2nd Planning Commission meeting be rescheduled to the following Tuesday, November 9, 2021

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed

- d. Consider Resolution 2021-145 To approve Firework permit application for firework display at Charlotte High School.**

**RESOLUTION NO. 2021-145
A RESOLUTION TO APPROVE A PERMIT
APPLICATION FOR A FIREWORKS DISPLAY AT
CHARLOTTE HIGH SCHOOL ON OCTOBER 15, 2021**

WHEREAS, the City has received an application for a permit for a firework display to be held at the Charlotte High School on October 15, 2021; and

WHEREAS, the application has been reviewed by Fire Captain Tyger Fullerton and a determination has been made that the pyrotechnic operator (Ace Pyro, LLC) and location do not present any issue and the Charlotte Fire Department will be on stand-by;

THEREFORE, BE IT RESOLVED that the City Council does hereby approve the application for a permit for a firework display at Charlotte High School on October 15, 2021; and

BE IT FURTHER RESOLVED that Mayor Armitage be the designated signatory on the permit application

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed

- e. Consider Resolution 2021-146 To authorize the sale of firewood.**

**RESOLUTION NO. 2021-146
A RESOLUTION TO AUTHORIZE A SALE OF FIREWOOD**

WHEREAS, the City removes trees throughout the year from the City rights-of-way; and

WHEREAS, it was previously determined that the wood had some value and should be sold by sealed bids annually; and

WHEREAS, an advertisement was placed in the local paper and sent to previous bidders for the nine stacks of wood; and

WHEREAS, five people submitted bids for seven of the ten stacks of wood with the highest bids totaling \$1,301.02.

THEREFORE, BE IT RESOLVED That the City sell wood stacks #1-5, and #8-9 to the highest bidders of each wood stack totaling \$1,301.02 in accordance with the bid tabulation.

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed

f. Consider Resolution 2021-147 To authorize the contract with Chrouch

**RESOLUTION NO. 2021-147
A RESOLUTION TO AUTHORIZE A CONTRACT WITH
CHROUCH COMMUNICATIONS AND AXON FOR THE
OUTFITTING OF ONE 2021 CHEVROLET POLICE TAHOE
PATROL VEHICLE**

WHEREAS, this purchase was identified in the budgeting process for FY 21/22 to replace the 2016 Ford Explorer patrol vehicle due to age and repair costs; and

WHEREAS, we have solicited two bids for the outfitting of one Chevrolet Police patrol vehicle; and

WHEREAS, two bids were received in total from the preferred outfitters, Chrouch Communications, in conjunction with AXON, and Mid-Michigan Emergency Equipment; and

WHEREAS, Chrouch Communications, in conjunction with AXON, has a total cost of \$8,639.37 and Mid-Michigan Emergency Equipment has a total cost of \$11,083.92.

THEREFORE, BE IT RESOLVED that the City of Charlotte enter into the purchase agreement with Chrouch Communications, in conjunction with AXON, for a total amount of \$8,639.37 for the outfitting of one Chevrolet Police patrol vehicle.

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed

g. Consider Resolution 2021-148 To Authorize Essential Work Pay

**RESOLUTION NO. 2021-148
A RESOLUTION TO DIRECT ADMINISTRATION TO**

**ESTABLISH ESSENTIAL WORKER PREMIUM PAY
UNDER AMERICAN RESCUE PLAN ACT**

WHEREAS, on March 11, 2021, President Biden signed the U.S. Senate amended H.R. 1319 (P.L. 117-2) known as the American Rescue Plan Act “ARPA”; and

WHEREAS, on May 10, 2021, the U.S. Treasury issued the Interim Final Rule to implement ARPA in Title 31, Part 35 of the Code of Federal Regulations (“CFR”); and

WHEREAS, under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds “CSLFRF” to provide premium pay to eligible employees who performed essential work during the COVID-19 public health emergency. See CSLFRF Frequently Asked Questions No. 5.3; and

WHEREAS, City Council will allocate an amount not to exceed \$60,000 in total to provide premium pay to eligible employees who performed essential work as permitted by the Interim Final Rule, in accordance with City Charter, Ordinances, and other applicable agreements; and

WHEREAS, the city has identified personnel who serve on the frontlines and encountered the risks associated with exposure to COVID-19 first-hand when providing critical health and public safety services to the citizens in our community on a regular basis, during the pandemic; and

WHEREAS, those personnel are employees of the City in the Department of Public Work, Police Department, and Fire

Department which are represented by SEIU, POLC, and IAFF unions, respectively; and

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby direct administration to begin discussions with the unions representing those employees to determine appropriate premium pay for eligible employees within the union.

BE IT FURTHER RESOLVED that the City Council does hereby direct administration to determine whether the Volunteer Firefighters would be eligible for essential worker premium pay and if not, provide a recommendation for a stipend in recognition of their work on the front-line response during the pandemic.

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2.
Motion passed

APPROVAL OF RESOLUTIONS AND ORDINANCES

- a. Resolution 2021-127 To Authorize a Contract with Rowe PSC regarding the Reconstruction of Hall, Washington and McClure Streets.**

RESOLUTION NO. 2021-127

A RESOLUTION TO AUTHORIZE A CONTRACT WITH ROWE PSC FOR ENGINEERING SERVICES RELATED TO RECONSTRUCTION OF HALL, WASHINGTON, AND

McCLURE STREETS FROM COCHRAN AVENUE TO LANSING ROAD

WHEREAS, the City Council approved the reconstruction of Hall/ Washington/ McClure Streets from Cochran Avenue to Lansing Road at their meeting on January 13, 2020; and

WHEREAS, the project is in the Michigan Department of Transportation’s (MDOT) Local Agency Small Urban Program for 2023 construction; and

WHEREAS, recently required environmental clearances for federally funded projects can take up to one year to obtain; and

WHEREAS, specific dates must be met to secure the maximum \$375,000 matching grant; and

WHEREAS, staff has also applied for Michigan Department of Transportation’s (MDOT) Category F funding in the amount of \$375,000 for this 2023 construction; and

WHEREAS, staff has also applied for and received \$81,204 Highway Infrastructure Program- COVID Funding from the Michigan Department of Transportation’s (MDOT) for this 2023 construction; and

WHEREAS, Rowe PSC has successfully provided road engineering services for the City and is familiar with both the MDOT LAP standards and requirements as well as those of the City; and

WHEREAS, Rowe PSC has estimated the road portion of the project to be approximately \$1,500,000 and the water and sewer portion to be approximately \$570,000; and

WHEREAS, Rowe PSC has submitted a proposal for the design and construction engineering for an amount of \$286,400.00, and

WHEREAS, funding for the professional services related to reconstruction of Hall/ Washington/ McClure Streets will be charged to the Major Street Fund.

THEREFORE, BE IT RESOLVED that the City Council enter into a contract with Rowe PSC 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 was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed

b. Consider Resolution 2021-138 Budget Amendment to Hire Code Enforcement Staff

**RESOLUTION NO. 2021-138
A RESOLUTION TO AMEND THE BUDGET FOR THE 2021-22 FISCAL YEAR**

WHEREAS, the City Council has adopted a budget for the fiscal year that began July 1, 2021 and ends June 30, 2022; and

WHEREAS, it is necessary to amend the budget to recognize the implementation of the rental ordinance program and establishment of a code enforcement office that are planned to occur during the course of the fiscal year as follows:

1. An increase in the projected revenues in the General Fund of \$50,000 for the collection of registration fees for rental inspection program; and
2. An increase in the Community Development Department within the General Fund to the appropriate funding for a part

time code enforcement office and a part time rental inspector in the amount of \$100,000;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby approve amendment to the budget for the General Fund as outlined above for the fiscal year that ends June 30, 2022.

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 5; Nay 0; Absent 2. Motion passed

c. Consider Resolution 2021-139 Fee Schedule for Water Reconnection Cost

**RESOLUTION 2021-139
A RESOLUTION TO CHANGE THE FEE SCHEDULE TO
REDUCE THE FEE FOR RECONNECTION OF WATER
SERVICE**

WHEREAS, fees to be paid for water turn on charges, NSF check, Sewer Cleaning, call out rates, and meter testing, etc. are to be established by resolution of the City Council; and

WHEREAS, Administration is recommending a fee schedule to adequately cover the costs incurred to reconnect water service that was discontinued due to non-payment per City Ordinance;

NOW THEREFORE BE IT RESOLVED, that the following, non-refundable fees be established:

DEPARTMENT OF PUBLIC WORKS
WATER/SEWER/STREETS/SIDEWALKS

Water reconnection fee (due to non-payment shut off)
..... ~~\$80.00~~ \$50

BE IT FURTHER RESOLVED that the effective date will be January 1, 2022.

The foregoing resolution was presented by Dyer supported by McRae to amend the fee from \$50 to \$0, by the following vote; Yea 3; Nay 2; Absent 2. Motion failed

The foregoing resolution was presented by Hoogstra supported by Dyer for approval by the following vote; Yea 4; Nay 1; Absent 2. Motion passed

d. Consider Resolution 2021-140 To Resume Water Shut Offs for Non-Payment.

**RESOLUTION NO. 2021-140
A RESOLUTION TO RESUME WATER SHUT-OFF FOR
NON-PAYMENT**

WHEREAS, in compliance with the state issued moratorium, the City ceased disconnection of water service due to non-payment in December 2020 and that moratorium was lifted effective April 1, 2021; and

WHEREAS, it is necessary to collect amounts due for water and sewer upon billing to properly fund the city's water and sewer infrastructure; and

WHEREAS, Chapter 68, Section 68-99 outlines the processes and procedures in place to disconnect water service to a customer for non-payment of billing;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby direct administration to resume the disconnection of water service due to non-payment following the process and procedure as outlined in the City Code, Chapter 68, Section 68-99 and any other applicable sections beginning January 1, 2022 in accordance with the respective billing cycle.

BE IT FURTHER RESOLVED that the City Council does hereby direct administration to notify customers in advance of the effective date.

The foregoing resolution was presented by Baker supported by McRae for approval by the following vote; Yea 4; Nay 1; Absent 2. Motion passed

PUBLIC COMMENT:

No Comments

COMMUNICATIONS AND COMMITTEE REPORTS.

- a. **The City Attorney report was received.**
- b. **The City Manager report was received**

In regards to earlier discussion about placing a referendum on a ballot regarding a potential marijuana ordinance, LaPere discussed with Atty. Hitch and advised council that a referendum must be petitioned by the citizens of Charlotte to do so. Council has no authority to do so on their own.

LaPere updated council on the rental house on Stoddard St. Progress is being made toward rehabilitation. 3 rental units are in process of being rehabbed. New owners doing good job of keeping property up.

c. Council Member Committee reports

No reports

COUNCIL MEMBER COMMENTS:

Mayor Armitage reminded council the October 12th workshop meeting has been canceled and Charlotte Rising, a community organization in Charlotte is looking for a new Executive Director as the current Executive Director is leaving. More information can be found on the organizations' Facebook and website pages.

ADJOURNMENT:

Motion by Baker supported by Dyer to adjourn the October 04, 2021 meeting at 7:35 p.m. by the following vote; Yea 5; Nay 0; Absent 2, Motion passed.

Michael Armitage, Mayor

Mary LaRocque, City Clerk