

REGULAR MEETING  
Litchfield City Council - City Council Room  
April 19, 2016 - 6:30 PM

Mayor Smith called the meeting to order at 6:30 PM.

Roll Call: Present – Mayor Ed Smith, Councilpersons – OR Smith, Andy Reynolds, Dan Efstathiou, Rick Siebert, Jessica Bills and Don Bannick.

Absent: None

Also Present – City Manager - Douglas Terry, Treasurer - Jill Barrett, Clerk- Susan Ballinger, Police Chief- Dan Roberts, DPW Superintendent- Tony Langhann, Deputy Clerk – Lauren Skelly, Brett Smith, Doug Sanford-911, Dave Cleveland-DMCI, Ed Clark, Melinda Dinwiddie, Pamela Beck, Candice Helgesen, Corey Helgesen, Jon Rutan, Jon Smith and Tim Parker.

**Consent Agenda** – Councilman Siebert moved to approve the consent agenda as presented, seconded by Councilwoman Bills. Motion carried.

**Call to the Public** – Tim Parker informed that board that he will be running for Hillsdale County Sheriff and after giving a brief description of his background and qualifications, Mr. Parker asked for the board's support in the August election.

Pamela Esterline-Beck informed the board that she will be running for the Hillsdale County Treasurer's position and after a brief description of her background and qualifications, Mrs. Beck asked for the board's support in the August election.

John Rutan informed the board that he too will be running for Hillsdale County Sheriff and stated that all of his information was on the card that is available on request. Mr. Rutan asked if the board had any questions for him and gave a brief description of his background. The board had no questions for any candidates.

**Litchfield Senior Citizen Contract**- Councilman Smith moved to approve the Litchfield Senior Contract in the amount of \$650.00 and have Mayor Smith sign, seconded by Councilman Efstathiou. Motion carried.

**2016 Pool Schedule & Fees**- Councilman Bannick moved to allow the pool to be free to the public when the weather temperature reaches 90 degrees or higher, with no support the motion failed.

Councilwoman Bills moved to adopt the 2016 pool rates and schedule as presented, seconded by Councilman Bannick. Motion carried.

**City Manager 2016-2017 Budget Presentation** – Manager Terry presented the board with the 2016-2017 budget. Manager Terry, informed the board that the city administration met with the budget committee last week to review the details of the budget and went through the budget line by line. Manager Terry asked the board to consider the resumption of street paving; we believe it's an important part of our infrastructure. There are some details that need to be worked out with the engineer on Warriner Avenue which is in dire need; we've decided that there needs to be extensive engineering done because of elevation differences in addressing the drainage. Manager Terry stated that Park and Lincoln Street are also in need of paving work. Also in the budget is some equipment replacement. Manager Terry is requesting a wage increase for city employees. Manager Terry asked the board to consider the adoption of this budget at next month's meeting and there's a lot of thought and science into how the numbers came up in the budget the way they did. This is a balanced budget, we are seeking a water and sewer increase to keep up with inflation, the increases help pay for the depreciation of the infrastructure which will have to be replaced. This will save the city money in the long run by not having to borrow money for the infrastructure. Councilman Bannick disagreed with the increase to the water and sewer rates stating there is no inflation this year. Manager Terry stated he just received a notice of increase of rates from Consumers Energy and this increases the city's pumping rates which in one of the major costs for both water and sewer. We want to make sure we have adequate funds put away for the future so that's less money the city has to borrow when we have to replace water and sewer mains. Treasurer Barrett explained that the last increase was 2% and the city has been

evaluating the water/sewer rates over the past five years and the city currently does take in enough revenue to pay for operating expenses in sewer fund from the current rates. If the city increases the rates by 5% each year in the year 2024 sewer fund will be self supporting. If the city doesn't increase the rates then the city will be supplementing with property taxes which defeats the purpose of having water/sewer rates. Treasurer Barrett went over a ten year analysis of water/sewer rates and stated at that point the city should be able to increase rates according to inflation. Manager Terry stated that the city feels that it's important the city is operating in the most efficient manor and that we are keeping up with its debt and its infrastructure. Administration feels this is the right approach and the budget that has been prepared is the first presentation to the council and the public for viewing.

**Set Public Hearing for Budget** – Councilman Bannick moved to set the Public Hearing date for May 17, 2016, seconded by Councilman Siebert. Motion carried.

**Second Reading/Adoption Ordinance 2016-01-** To Amend Section 604.99 of the Litchfield Ordinance to Provide for Treatment of Certain Violations of Chapter 604 as a Municipal Civil Infraction. Councilman Bannick moved to adopt Ordinance 2016-01, seconded by Councilman Reynolds. Motion carried.

**Second Reading/Adoption Ordinance 2016-02-** To Amend Section 664.99 of the Litchfield Ordinance to Provide for Treatment of Violations of Chapter 664 as a Municipal Civil Infraction. Councilwoman Bills moved to adopt Ordinance 2016-02, seconded by Councilman Smith. Motion carried.

**Second Reading/Adoption Ordinance 2016-03-** To Repeal Chapter 450 of the Litchfield Ordinance Relating to the Licensing of Bicycles. Councilman Smith moved to adopt Ordinance 2016-03, seconded by Councilman Efstathiou. Motion carried.

**Second Reading/Adoption Ordinance 2016-04-** To Amend Section 420.16 of Litchfield Ordinance to Provide for the Maintenance of Traffic Citation Forms. Councilwoman Bills moved to adopt Ordinance 2016-04, seconded by Councilman Reynolds. Motion carried.

**Second Reading/Adoption Ordinance 2016-05-** To Amend Chapter 660 of Litchfield Ordinance to Provide for Certain Designated Exceptions to the Curfew for Minors, to Revise the List of Actions Constituting Disorderly Conduct, and to Provide for Treatment of Certain Violation of the Chapter as a Municipal Civil Infraction. Councilman Bannick moved to adopt Ordinance 2016-05, seconded by Councilman Siebert. Motion carried.

**Second Reading/Adoption Ordinance 2016-06-** To Amend Chapter 660 of the Codified Ordinances of Litchfield by Adding Section 660.03 to Regulate and Prohibit Certain Noises and Disturbances. Councilman Smith moved to adopt Ordinance 2016-06 as amended, seconded by Councilman Efstathiou. Motion carried.

**First Reading Ordinance 2016-07-** To Amend Chapter 1266 of the Codified Ordinances of Litchfield, Michigan by Adding Radio, Internet and Television Sending or Boosting Stations as a Conditional Use in the I-1 District in the City of Litchfield. Clerk Ballinger gave a first reading of Ordinance 2016-07.

**First Reading Ordinance 2016-08** – An Ordinance Confirming and Establishing Salaries for Certain Appointed Officials. Clerk Ballinger gave a first reading of Ordinance 2016-08.

**Bills for Approval** – Councilman Bannick moved to approve the bills in the amount of \$47,301.95 and apply to the proper accounts, seconded by Councilman Reynolds. Motion carried.

**Police Report** – Chief Roberts stated things are going well. Councilman Siebert questioned why the PR Activities have gone down. Chief Roberts stated their department will be getting more requests. Motion made by Councilman Siebert to accept the police report as presented and place on file, seconded by Councilman Efstathiou. Motion carried.

**Public Works Report** – Motion made by Councilman Bannick to accept the DPW report as presented and place

on file, seconded by Councilman Smith. Motion carried.

**Treasurers Update** – Treasurer Barrett informed the board that within their packet is the quarterly report for the current fiscal year and if there are any questions on the quarterly report or the budget please contact her.

**City Manager's Update** – City Manager Terry stated that there is a lot growth issues going on, nothing that can be revealed at this time but all positive things.

**Correspondence** – None

**Committee Reports** – Councilman Smith mentioned a 2% increase of contribution from the city due to Butler Township no longer requesting Litchfield's Fire Department to cover their area. Treasurer Barrett stated that the contracted amount is in the budget and if an additional amount is needed a new contract could be proposed. Councilman Smith stated that the fire board was talking about making sure they don't go backwards in their funding for the fire department while losing Butler Township. Mayor Smith stated normally Litchfield covered part of Butler Township for fire services but they've decided to use Quincy.

**Councilman Concerns-** Councilman Siebert asked if there was any way that a do not park sign could be put on Simpson Drive to help stop truck drivers from parking on the hill. Manager Terry stated that he can take a look at the situation. Councilman Siebert stated he also would like to see another increase in the budget to the Domestic Harmony Contract.

**Adjournment** – Councilman Bannick moved to adjourn at 7:15 p.m., seconded by Councilman Reynolds. Motion carried.