

REGULAR MEETING
Litchfield City Council - City Council Room
August 20, 2013 - 6:30 PM

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

Roll Call: Present – Mayor Edwin Smith, Councilpersons Brenda Thomas, Jessica Bills, Rick Siebert, Don Bannick, OR Smith and Greg Chapman.

Absent –

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Treasurer-Jill Pelham, Officer- Dan Roberts, DPW Supervisor-Tony Langhann, Admin/ Asst.- Lauren Skelly, Diane Smith, Mike Rickabaugh, Douglas Daniels, Mike Warner – Index, and Andy Barrand-HDN. Bill Nobles (arrived @ 6:40pm), Mike Burns (arrived @ 7:00pm)

Consent Agenda – Councilman Siebert moved to approve the consent agenda, seconded by Councilman Chapman. Motion Carried.

Call to the Public – None

Riblet Park Veteran's Memorial Committee- Mrs. Diane Smith was present and addressed the board regarding the Veteran's Memorial at Riblet Park. Mrs. Smith thanked the board for their support and informed the board that the Memorial Park has received many compliments with support and interest by local residents. Mrs. Smith stated that on Thursday, August 29, 2013 at 7:00pm the memorial committee will be holding a meeting that is open to the public in the city hall council chambers.

Public Hearing- Livonia Tool Inc. – Mayor, Smith opened the public hearing at 6:34pm. Manager, Terry informed the board that Livonia Tool has applied for two tax abatements one abatement will be for real property and the other for personal property. Mr. Rickabaugh stated that the expansion will be approximately 55,000.00 square feet and that their company will be adding jobs with a new paint system that will be going into the building. With no further questions and/or comments Mayor, Smith closed the public hearing at 6:36pm.

Resolution 2013-16-IFT Livonia Tool Inc. – Councilman, Bannick moved to approve Resolution 2013-16, seconded by Councilwoman, Thomas. Motion Carried.

Public Hearing Livonia Tool Properties – Mayor, Smith opened the public hearing at 6:37pm with no questions and/or comments the public hearing was closed at 6:38pm.

Resolution 2013-17- IFT-Livonia Tool Properties. – Councilman, Smith moved to approve Resolution 2013-17, seconded by Councilwoman, Bills. Motion Carried.

Resolution 2013-15-Medical Marijuana – Manger, Terry stated that this resolution is a moratorium on medical marijuana. The administration has opted to not be in favor of any marijuana dispensing whatsoever until the State of Michigan clarifies the use of medical marijuana and the dispensing of the marijuana. Councilman, Siebert moved to approve Resolution 2013-15, seconded by Councilman, Chapman. Motion Carried.

Letter of Request for Annexation of golf course Property – Manager, Terry informed the board that in their packets is a letter of request from Laura Brubaker the owner of Litchfield Greens and LaRays Restaurant. Part of Mrs. Brubaker's property is within the city and the remainder of the property is in the township. Mrs. Brubaker's goal and our goal is to square up the property and incorporate the rest of the property into our corporate limits. The city is following the legal procedure as proscribed by Attorney, Roy Brandes with a resolution to follow after this agenda item. Manager, Terry asked if the board had any questions. Councilman, Siebert asked if the liquor license would transfer into the city. Manager, Terry stated that the city has clarified it with both the attorney and our State Senator, Bruce Caswell that when this property annexes into the city everything follows with that property including the liquor license. There is administrative work that will need to be done and in this particular case the liquor license is administered by the Hillsdale County Sheriff's department. Once transferred into the city we will have to notify the State Liquor Control Commission that the license is now in our jurisdiction and it will be incumbent on the city to enforce all laws regarding the liquor license at that premises'. The resolution is

the beginning of the process of petitioning the State Boundary Commission to legalize our boundaries. Manager, Terry continued to explain the annexation processes that the city will have to follow to the board.

Resolution 2013-18 Authorizing a request for Annexation of the Golf Course Property – Councilman, Smith moved to adopt Resolution 2013-18 and authorizes the City Clerk and Mayor to sign the resolution, seconded by Councilwoman, Thomas.

Roll Call Vote - Ayes: Councilpersons, OR Smith, Greg Chapman, Jessica Bills, Rick Siebert, Brenda Thomas, Donald Bannick and Mayor, Smith. Motion Carried.

Nays: None Absent: None

Bills for Approval – Councilman, Bannick moved to approve the bills in the amount of \$36,100.35 and charge to the proper accounts, seconded by Councilwoman, Bills. Motion Carried.

Police Report – Councilman, Siebert moved to accept the police report and place on file, seconded by Councilwoman, Bills. Motion Carried

Public Works Report – Councilman, Siebert moved to accept the public works report and place on file, seconded by Councilman, Smith. Motion Carried

Treasurers Update – Treasurer, Pelham stated she is working on booking the assets for the audit. Treasurer, Pelham will have a report ready for the board by next month's meeting. The auditor's are scheduled to come into the office in November. The auditors will be at the city's December meeting to give their report unless they find something that would need to be brought to the board's attention prior to December's meeting. Treasurer, Pelham stated that she will give progress reports to the board over the next few months. Also, Lauren is doing very well and there have been some internal control reviews and the process is working well with some tweaking along the way.

City Manager's Update – Manager, Terry informed council that it's always been the city's goal to keep the pool open through Labor Day. The problem is our guards are returning to sports and college with that being said the pool will be open on Saturday, August 24th from 12:00pm – 4:00pm and on Tuesday, August 27th the pool will be closed all day. The reason for this is the Pool Manager does not have the guards required to keep the pool open. Manager, Terry stated that the city will keep the pool open through Labor Day, however, our Pool Manager; Brittany Hawkes is having a difficult time finding guards that are available to work.

The Lift Station on Simpson Drive has been replaced with the help of our Tifa it's the city's last lift station that needed to be replaced thus reducing any exposure to debt for the city.

Tifa has been discussing making improvements to our City Hall, so within the next month the kitchen and city council chambers will be renovated. Manager, Terry stated to the board that the flyer in front of them is from the new school principal and the school will be hosting a meet and greet. Manager, Terry stated the new principal Mr. Corey Helgesen could not be at tonight's meeting, but as the board knows the city has been working closely with the school and the city needs to be on the same page. The city wants to maintain students and have our school grow and the city wants to lend the school board any assistance that they may need in promoting our schools.

Manager, Terry stated the staff worked very hard to bring a successful festival to our town this weekend and the festival keeps growing and the only complaints he heard were that we ran out of chicken and sweet corn too early.

Committee Reports – None

Councilman Concerns – Councilman Siebert, stated that people approached him asking if the festival could be taken back down to the school, and maybe next year to contact the factory's ahead of time to send their trucks out of the Industrial Park by Herring Road. Maybe post some signs in the Industrial Park to help with traffic. Manager, Terry stated that the festival will not be taken back up to the school, because the one year it was at the school during the city streetscape project the Rotary lost money on the chicken bbq. Also, by having the festival in the downtown area it gives our local businesses an opportunity to shine.

Correspondence –

Adjournment – Councilman, Bannick moved to adjourn at 7:02pm, seconded by Councilman, Siebert. Motion Carried