

REGULAR MEETING
Litchfield City Council - City Council Room
August 15, 2017 - 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, Don Bannick, Rick Siebert and Dan Efstathiou.

Absent: Councilwoman, Bills

Councilman Bannick moved to approve the absence of Councilwoman Bills, supported by Councilman Smith. Motion Carried.

Also Present -- City Manager - Douglas Terry, Clerk -- Susan Ballinger, Treasurer - Jill Barrett, Police Sergeant-- Steve Fisher, Deputy Clerk/Treasurer -- Lauren Skelly, DPW Superintendent - Tony Langhann, Mike Warner-- Homer Index and Andy Barrand-- Hillsdale Daily News

Consent Agenda -- Councilman Siebert questioned the DDA Minutes regarding the demolition of the residence at 230 Jonesville Street and why the DDA would be involved. Manager Terry stated that the DDA district ends at Mary's Flower shop and residence is contiguous to Mary's Flowers. The DDA has discussed that if in the future if someone wanted to acquire Mary's Flowers or expand into nursery type operations the house could become part of the DDA district. However, our Clerk has sent a letter to the city attorney seeking his opinion on this subject or even a commercial business going in on the property which would require a zoning change.

Councilman Bannick moved to approve the consent agenda as presented and place on file, supported by Councilman Smith. Motion carried.

Call to the Public -- None

Resolution 2017-18 -- Request to amend Hi-Lex Controls Industrial Facility Certificate (IFT) Application- Councilman Siebert moved to approve Resolution 2017-18 as amended, support by Councilman Reynolds. Motion Carried.

Second Reading/Adoption, Ordinance 2017-02- Amend Section 856.01(b) To Exempt Solicitor or Peddler from Definition Regarding Operation of Food Truck when Located in the I-1 Industrial Zoning District. Councilman Bannick moved to adopt Ordinance 2017-02, support by Councilman Siebert. Motion Carried.

Second Reading/Adoption, Ordinance 2017-03- Amend Section 1266.06 To Allow for Operation of Food Trucks as Permitted Use Within the I-1 Industrial Zoning District. Councilman Bannick moved to adopt Ordinance 2017-03, support by Councilman Smith. Motion Carried.

S.A.W. Grant Engineering Request -- Manager Terry informed the board that Jones & Henry requested approval an increase in fees in amount of \$19,250.00 for their work with the S. A. W. Grant and this grant is paid for through the State of Michigan.

Treasurer Barrett reminded the board that the city's cost for this is 10% the rest would be reimbursed by the state. However, if the city doesn't take advantage of this the city would not be utilizing \$19,000.00 of services that the state is paying most of because the grant will end very soon. Treasurer Barrett stated that the grant total is \$19,000.00 more than what the city has spent so far, so we are allowed to bill Jones & Henry for up to that amount. So what Jones & Henry are saying is that they would like to extend services to the city for that dollar amount so the city can utilize the rest of the grant.

Councilman Smith moved to accept the Jones & Henry request for additional engineering services for sewer, water and waste water grant assessment in amount not to exceed \$19, 250.00, support by Councilman Reynolds. Motion Carried.

DPW 2017 Utility Vehicle Truck Bids – Manager Terry presented the board with the bid results for a new 2017 Utility Truck for the Department of Public Works. Manager Terry stated that city administration is recommending the board accept the bid from Stillwell Ford in amount of \$25,974.16.

Councilman Bill moved to accept the bid from Stillwell Ford in the amount of \$25,974.16, support by Councilman Efstathiou. Motion Carried.

Bills for Approval – Councilman Siebert moved to pay the bills as presented in the amount of \$55, 878.10 and charge to proper accounts, supported by Councilman Smith. Motion carried.

Police Report – Councilman Bannick, moved to accept the police report as presented and place on file, supported by Councilman Efstathou. Motion carried.

Public Works Report – Superintendent, Langhann informed the board that his department has had some trouble at the pool with the filters dumping water but they believe they have things fixed for next season.

Councilman Smith moved to accept the public works report as presented and place on file, seconded by Councilman Reynolds. Motion carried.

Treasurers Update – Treasurer Barrett state she has about two more weeks of gathering information before she will close the end of fiscal years books as of June 30, 2017. The auditors should be in the office around the end of September and the board will receive their report around October or November.

City Manager's Update – Manager Terry informed the board the city pool officially closes on Sunday, partly do to losing our guards that are returning to school, sports and/or college.

Manager Terry stated the DPW Superintendent Langhann will be looking for a utility box for their new 2017 Utility Truck that was just approved for purchase.

Also the Hi-Lex expansion has been moving along and the Litchfield Regional Training Center are holding currently two classes a day.

Manager Terry handed out a 2017 Street Improvement Project proposal sheet to the board. Manager Terry stated that the proposal represents work for crack filling and seal coating. The figures fit into the city's current budget. Next season but in this fiscal year we would still like to take on Warner Avenue and Park Street but we will have to see where we are at first. Manager Terry stated that he learned that chip sealing is done mostly by the county and that the City of Jonesville just completed a chip sealing program. No matter what the city does we still must fill the cracks. According to Jonesville the company was out of Ann Arbor that done their chip sealing and I will be call Jonesville's City Manager to see what his opinion is on the results of the work done. I was prepared tonight to get council's approval on repairing some of our streets and I'm looking for the board's input on how they would like administration to proceed.

Councilman Siebert talked about the work done on Lincoln Street and right now vehicles cut the corner which has created a hole and the hole is now expanding into Lincoln Street. We need to protect the sides with some type of curb and gutters to try keeping vehicles from veering off the roads. Manager Terry suggested incorporate curb in gutter is just the radiuses and that's if we have adequate drainage.

Treasurer Barrett stated that the city didn't actually budget to do specific streets we do have money in the budget and originally for Major Streets we were thinking about Warner Avenue and that's not schedule to be looked at until after the winter. The budget that Manager Terry is referring to is when projections were done on where the city would end on June 30, 2017 and the city has around \$23, 742.00 more in Major Streets that I thought we would end with. We have \$7, 116.00 more in Local Streets that I the city would end with. The board can amend the budget and still be in the same area of budget that was adopted.

Councilman Smith moved to authorize City Manager Terry to spend on street repairs on streets presented in the proposal in amounts not to exceed \$26,000.00 for Major Streets and \$2,000.00 for Local Streets for 2017 Street Improvements being seal coat or chip and seal, support by Councilman Bannick. Motion Carried.

Manager Terry stated that the city needs to fill the cracks in but he comes across a good chip and seal price and we have to modify a street that's what we will do.

Manager Terry stated he would be attending a meeting on Marijuana. New laws will have an effect on all municipalities.

Mayor Smith wanted to discuss the letter from the Hillsdale County Treasurer regarding foreclosed property sale to local units prior to a public auction. Mayor Smith feels for \$755.31 the city should purchase the property located in the alley and if someone wishes to purchase the property from the city at a later date then it's his opinion to sell for the amount the city has into the purchase.

Councilman Efstathiou suggested the Manager check for liens prior to purchase.

Councilman Bannick moved to authorize the Clerk and City Manager to purchase lot 30-19-040-001-180, sale #38 in an amount of \$755.31 and associated fees, support by Councilman Efstathiou. Motion Carried.

Manager Terry updated the board on the Consumer Energy Kva-138 line along Herring Road and Consumers has sent to the city a right-a-way agreement which will allow Consumers to put in a new kva-138 line into the Industrial Park and the rest of the city gets converted over. Mayor Smith would like the Manager see about having the line ran completely underground.

It was consensus of the board to allow Consumer's and easement for a kva-138 line for an amount of \$1.00 (One Dollar).

Correspondence –

Committee Reports – Councilman Smith stated that the Fire Department is getting a Jeep to help with grass fires. Mayor Smith stated there was an anonymous donation of \$1000.00.

Councilpersons Concerns – Mayor Smith asked if there was ever an update to the software to automatically flag the clerk about leaks without having to go through the reports. Clerk stated that she has not contacted them since the last time she was asked to by Councilman Siebert. Mayor Smith asked the Clerk to contact the software company and see if there are any updates available on the software leak reporting.

Adjournment – Councilman Smith moved to adjourn at 7:25 p.m., seconded by Councilman Siebert. Motion carried.