

REGULAR MEETING
Litchfield City Council - City Council Room
June 15, 2021 at 6:30 p.m.
IN-PERSON AND FREE PHONE CONFERENCE CALL

Mayor O.R. Smith called the meeting to order at 6:30 p.m.

Roll Call: Present In-Person – Mayor Smith, Councilpersons –Abe Dane, Kevin Collins, Rick Siebert, Don Bannick, Jessica Bills and Steve Schlumm (arrived 6:39 p.m.).

Absent: None

Present In-Person – City Manager - Douglas Terry, Clerk – Susan Ballinger, Treasurer/Finance Director - Jill Barrett, Chief -Dan Roberts, Deputy Clerk/Treasurer – Lauren Skelly, Kathleen Schmitt -HCC, Homer Index-Tiffany Thatcher.

Present Via Phone Conference – None.

Consent Agenda – Councilman Siebert moved to approve the consent agenda and place on file, supported by Councilwoman Bills. Motion carried.

Call to the Public –Clerk Ballinger read a submitted letter to the board from resident Delores Sanger regarding her concerns of the Litchfield pool closure.

Hillsdale County Commissioner- Kathleen Schmitt gave an update to the board regarding job opportunities, Community Action Agency rental assistance program, EDP Grants, road construction and Covid-19 mobile van.

Approve Purchase for Water Well Generator on Adams Road – Councilman Bannick moved to approve the purchase of the generator from Wade Electro for an amount of \$31,725.00, supported by Councilwoman Bills. Motion carried.

Approve Purchase of LP Tank for Stand by Generator on Adams Rd. – Councilwoman Bills moved to approve the purchase of the LP Tank from Bakers Gas for an amount of \$4,251.34, supported by Councilman Dane. Motion carried.

Approve Purchase for New 6' Well Water Flow Meter - Councilman Dane moved to approve the purchase of the Flow Meter from Peerless Midwest for an amount of \$4,996.00, supported by Councilman Collins. Motion carried.

Approve Purchase of John Deere Tractor - Councilman Siebert moved to approve the purchase of the John Deere Tractor for an amount of \$18,990.00, supported by Councilman Collins. Motion carried.

Approve Purchase of Backhoe Tires – Councilman Dane moved to approve the purchase of the Backhoe Tires from Frick's Auto for an amount of \$1,314.00, supported by Councilman Bannick. Motion carried.

Approve Lighting Upgrade for New DPW Building – Councilman Siebert moved to approve the lighting upgrade on the new DPW building for an amount of \$2,700.00, supported by Councilwoman Bills. Motion carried.

Approve New Roof for DPW New Building – Councilman Siebert moved to approve the new DPW building roof by Excel Roof Systems for an amount of \$32,155.50, supported by Councilman Collins. Motion carried.

Approve Police Car Bid – Councilman Dane moved to approve the purchase of a new police car from Stillwell Ford for an amount of \$45,938.69, supported by Councilman Schlumm. Motion carried.

Approve Police Car Radar – Councilman Siebert moved to approve the purchase of the police car radar system from Kustom Signals for an amount of \$1,917.00, supported by Councilwoman Bills. Motion carried.

Approve Police Car Camera – Councilman Dane moved to approve the purchase of police car/body camera system from Digital Ally for an amount of \$4,925.00, supported by Councilman Siebert. Motion carried.

Resolution 2021-12 – 2020-2021 Budget Amendments - Councilman Siebert moved to adopt Resolution 2021-12, supported by Councilwoman Bills. Motion carried.

Approve One Time City Web Site Design Cost & Yearly Fully Managed Costs – Councilman Dane moved to approve the Platinum Package with reimbursement from TIFA for the design cost and to include Option B for a fully managed website from STG, supported by Councilman Siebert. Motion carried.

Planning Commission Member Reappointment – Mary Cooley – Councilman Bannick moved to reappoint Mary Cooley to the Planning Commission board, supported by Councilman Collins. Motion carried.

Discuss Splash Pad/Park - After a long discussion amongst the board members, Councilman Collins moved to have the city withdraw from the MDNR Land & Water Conservation Fund Project Grant agreement regarding the Litchfield Pool Renovation Project 26-01801, supported by Councilwoman Bills. Motion carried.

Councilman Collins moved to have the city administration pursue estimates to have the pool area filled in, supported by Councilman Bannick. Motion carried.

Bills for Approval – Councilwoman Bills moved to approve the bills in amount of \$50,564.74 and charge to the proper accounts, supported by Councilman Dane. Motion carried.

Police Report – Councilman Siebert moved to approve the police report as presented and place on file, supported by Councilwoman Bills. Motion carried.

Public Works Report – Councilman Siebert moved to accept the public works report as presented and place on file, supported by Councilman Collins. Motion carried.

Treasurers Update – Treasurer Barrett stated she is currently working on getting ready to mail out the summer tax bills and starting the end of year process with the new auditors.

City Manager's Update – Manager Terry requested permission to pursue the city manager search in the ICMA nation-wide website to hopefully receive more applicants for board members to review. Consensus of the board was to allow city administration to spend the \$600.00 to advertise on the ICMA web site.

Manager Terry stated that the Litchfield Rotary will be doing their annual chicken BBQ this year again and said that last year they used the Caldwell property to set up the BBQ and took pre-orders from the industrial park. The Rotary Club would like to utilize the downtown park to have their BBQ because it draws people in. Now, there is not enough time to put together Sweet Corn Day festival. Councilwoman Bills stated that the city would have enough time to maybe have a smaller version of the festival and invite a few local vendors such as the garden club, school and the church to have a booth in the park and maybe some music. Clerk Ballinger stated that she will need to check to see if there are funds available to use to pay for some entertainment. Manager Terry stated that the Rotary Club was thinking of using the area behind the city office to set up their BBQ and he will speak with the club members and let them know that city council is very supportive of having the BBQ in the downtown area. Councilman Dane requested the city administration try and put a parade together too. Manager Terry stated that maybe the Fire Department could have their breakfast. Councilman Collins stated it would only be worth having the breakfast if there was a parade, if there is no parade there won't be enough people to show up to make it worth having the breakfast.

Manager Terry stated that Jones & Henry is in their preliminary design work for the street project. Also, M-49 will close down for two days to one lane for micro paving road work on June 24, 2021. Manager Terry has also been in contact with MDOT to see about getting some drain work done along M-99.

Committee Reports – None

Councilpersons Concerns – Councilpersons Collins, Dane and Siebert thanked the administration for the work done on the MDNR grant.

Adjournment – Councilman Bannick moved to adjourn at 7:51 p.m., supported by Mayor Smith.
Motion carried.