

REGULAR MEETING  
Litchfield City Council - City Council Room  
July 10, 2012 - 6:30 PM

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

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

Absent – None

Also Present – Clerk-Susan Ballinger, Treasurer-Jill Pelham, Chief Michelin, DPW Superintendant-Tony Langhann, Steve Pelham, and Michelle Bianchi (arrived 7:10pm)

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

**Call to the Public** – None

**Weather Warning Signals Update – Bill Nobles** – Captain, Bills Nobles of the Litchfield Fire Department was present to inform the board on the current status on the City of Litchfield's Weather Warning Siren. Bill passed out a packet with information on outdoor weather warning systems. Bill stated that in the last three months the fire department has been testing Litchfield's warning siren and the feedback from the public has varied. The biggest response from the public has been that the siren cannot be heard. Bill said that the siren was purchased from Jonesville and that Homer, Springport, and Reading all have a siren identical to Litchfield's siren and they are still in use. Bill stated that he has been working with Doug Sanford on an "Emergency Action Plan" for the City of Litchfield. West Shore out of Allendale, Michigan, has done a study on what Litchfield needs and has made a recommendation. Bill pointed out certain areas of the packet to the board that he felt were key points. Bill stated that the siren is an outdoor warning system. A copy of West Shore's proposal for a new warning system is in the packets that the board received and Bill asked the board to review the information within the proposal and the map in the back shows the coverage area which has about a one mile radius. Bill pointed out that this new warning system would cost about \$19,900.00 and that does not include some modification to the electrical box. Doug Sanford has informed Bill that there is grant money available to match 50% of the cost of this siren which means if Litchfield receives the grant money we would still need around \$9,700.00 for the new warning system as described in the proposal. Doug Sanford is willing to work on preparing the grant for the City of Litchfield and has a lot of experience/success with grant writing. After more discussion amongst board members in regards to a new siren system, the board done a consensus on whether or not to have Doug Sanford proceed with preparing a grant application to purchase a new warning siren system for the City of Litchfield. A roll call vote was done Councilman, Smith – Nay, Councilman Chapman – Yea, Councilwoman, Bills – Yea, Mayor, Smith- Yea, Councilman, Siebert – Yea, Councilwoman, Thomas – Yea, Councilman, Bannick – Yea. With 6 – Yea's and 1 – Nay vote, the majority vote will allow Doug Sanford to proceed with writing a grant application for a new weather warning siren for the City of Litchfield.

**Seal Coating Proposals – City Parking Lot and Alley way behind Wolfinger's Hardware** – Mayor, Smith stated that four proposals came in for the project and that Manager, Terry has recommended Excell Paving for this project. Mayor, Smith stated that Excell was the original company that paved that lot last time it was done, and he felt comfortable using them again. Councilwoman, Thomas moved to accept the bid from Excell Paving in the amount of \$3190.00, seconded by Councilman, Siebert. Motion Carried.

**Masonry Proposals Litchfield Bell** - Councilman, Bannick asked why there was only one proposal in the packet. Clerk, Ballinger stated that she had only received one proposal from Manager, Terry. DPW, Superintendent, Langhann stated that there was another from Foulke, and he will give a copy to Clerk, Ballinger. Superintendent, Langhann assured the board that this proposal was the lowest bid of the two bids received. Councilman, Siebert moved to accept the bid from Brad's Masonry in the amount of \$4,700.00, seconded by Councilwoman, Thomas. Motion Carried with 6- Yea and 1- Nay vote from Councilman, Bannick.

**Michelle Bianchi, Candidate for Hillsdale County Probate Judge** – Michelle Bianchi apologized to the board for being late to our council meeting. Mrs. Bianchi gave an update to the board on her history with the Hillsdale County. Mrs. Bianchi stated she is running for Probate Judge and passed out some information pamphlets to the board and talked about certain issues that she specializes in and wanted to let everyone know how important it is to vote in the Primary as well as the General election.

**Rehabilitation of Well #4 – Industrial Park** - DPW, Superintendent Langhann gave an update of the issues with the Well #4 and stated about three years ago during the annual maintenance it was suggested that we have this Well re-done but the city had other projects like the water tower ahead of it. Since that time we have been informed that Well # 5 has gotten worse, so I would like to re-do Well #5 instead. Tony stated that we received two bids one from Layne Christensen Company and from Peerless Midwest. Layne's bid came in a little less than Peerless. Mayor, Smith asked than we are going to switch to have Well #5 re-done, Tony stated yes. Tony stated that he believes that the city budgeted to have two Wells re-done in this fiscal year. Councilwoman, Thomas asked if Layne's work and service on the water tower was good, Tony stated yes, they done a good job and their service was great. Councilwoman moved to award the contract to Layne's Christensen Company to do the rehabilitation work on Well #4 or Well #5 with the amount not to exceed \$22,000.00, seconded by Councilman, Smith. Motion Carried.

**Bridge Inspection Proposal** – DPW, Superintendent Langhann stated the bridge receives an inspection every other year and the bid went up about \$25.00 from the last inspection. Councilman, Smith moved to allow Scott Civil Engineering to do the bridge inspection in the amount of \$475.00, seconded by Councilman, Chapman. Motion Carried.

**Bills for Approval** – Councilman, Smith moved to approve the bills in the amount of \$76, 059.16 and charge to the proper accounts, seconded by Councilman, Chapman. Motion Carried.

**Police Report** – Chief Michelin informed the board the new car should be here by August 23<sup>rd</sup> and he would like council to consider replacing the Ford it's running bad and is always in the shop. Chief Michelin stated he would like to purchase an Explorer in the near future. Chief Michelin also would like council to consider a fireworks ordinance, he has had nothing but complaints about fireworks being set off within the city limits and there is not a lot the department can do about it because of the new state laws, so an ordinance would help his officers keep it under control. Councilman Siebert moved to accept the police report as presented, seconded by Councilwoman Bills. Motion Carried.

**Public Works Report** – Superintendent Langhann informed the board that the new mower arrived last week. Councilman, Smith motioned to accept the Public Works Report and place on file, seconded by Councilman Chapman. Motion Carried

**Treasurers Update** – Treasurer Pelham gave the board a report on the pool and informed them there will be a news article coming out in the paper regarding the pool. Treasurer, Pelham stated that since it is the end of the fiscal year the financial statement will change but the cash balance won't change for each bank.

**Clerks Update** – Clerk, Ballinger informed the board that she is currently working on ordinance violations within the city limits to bring them into compliance. She is also working on gathering the ordinances needed to update the ordinance books themselves, since the books have not been updated since 2008 with ordinances that the board has passed. Clerk, Ballinger stated that she has been very busy organizing for the upcoming festival in August. The clerk training that she just returned from was mainly information regarding the upcoming elections and all the changes in the laws. The state has mandated that a Receiving Board be in place by the November 2012 elections and she will be bringing a Resolution to the board for acceptance and in place by November.

**City Manager's Update** – Clerk, Ballinger stated that Manager, Terry did want to let the board know that he is currently working on proposals for the Solid Waste Consortium with Adam Smith.

**Committee Reports** – None

**Councilman Concerns** – Councilman, Smith asked if someone could check on a house on Adams St. that had a mattress, car, and old trailer setting in the yard. Clerk, Ballinger stated she would look into it and send a letter to the resident. Councilman, Smith stated he was asked about vendors selling hotdogs and he wasn't sure if the board voted on that or not. Councilman, Siebert stated that it was voted not to allow them unless they owned property. Mayor, Smith stated he knows that they have set up in the Industrial Park in the past. Clerk, Ballinger stated she would look back into the minutes and send them to Councilman, Smith.

Councilman, Bannick stated that last month when the City Manager asked for a month's leave, he thought the Manager was going to take vacation pay, but the way I understand it now he's being paid while he's not here and why can't he take vacation pay. Mayor, Smith stated he is in training and is salary. Treasurer Pelham stated that the training is very specific to City Manager training. What typically happens is when any of the office staff is training in our field the city pays for our time we are in the field and also pay for the class and in this case Manager, Terry did not ask the city to pay for the class because of the location. And generally we pay mileage too, but because of the location he did ask for anything like that.

**Adjournment** – Councilman Bannick motioned to adjourn at 7:56 pm, supported by Councilman Smith. Motion Carried.