

REGULAR MEETING  
Litchfield City Council - City Council Room  
July 16, 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 and Greg Chapman.

Absent – OR Smith

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Treasurer-Jill Pelham, Chief Michelin, DPW Supervisor-Tony Langhann, Admin/ Asst.- Lauren Skelly, Tom Lehman-Metaldyne, and Andy Barrand-HDN.

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

**Call to the Public** – None

**Public Hearing- Establish Rehabilitation District & Grant Rehabilitation Certificate-Metaldyne Powertrain.** Mayor, Smith opened the public hearing at 6:31pm. Manager, Terry informed the board that there has been a request from Metaldyne for the establishment of a rehabilitation district and an IFT on rehabilitated equipment. Mr. Lehman from Metaldyne thanked the board for reviewing their request. Mr. Lehman stated a few years ago Metaldyne was facing tough times and since then their company has been awarded the President's Award within the last few months and that this award is given to only the top four plants worldwide. Mr. Lehman talked about the turn around the Litchfield Metaldyne plant has made in the last few years. Mr. Lehman stated that this request is one of more requests that will be coming from their plant in the future and the requests are a result of growth and sales for the plant which will result in additional jobs. Mr. Lehman talked about the new GM business that will be coming into the plant. Mr. Lehman also stated that Metaldyne is looking to grow and stay here in Litchfield. Manager, Terry stated that in the agenda packets are two resolutions one to establish the district and the other is for the equipment itself. Assessor, Jim Uyl asked the board to ignore everything that the board knows about the PA 198 new because this rehabilitation district is totally different. The benefit that is received by Metaldyne is not received in the same manner. The PA 198 new is based on a reduction in the millage rate, for PA 198 Rehab the value is frozen so everything that Metaldyne puts into the rehab district Metaldyne will not pay taxes on, it is frozen at the value pre-rehab. This rehabilitated tax is really used more for buildings but that doesn't mean it can't be used for equipment. Mayor, Smith asked if there are any other questions. With no further question Mayor, Smith closed the public hearing at 6:42pm.

**Resolution 2013-13-Establish a Plant Rehabilitation District** – Councilman, Bannick moved to approve Resolution 2013-13, seconded by Councilwoman, Thomas. Motion Carried.

**Resolution 2013-14-Rehabilitation IFT-Metaldyn Powertrain Inc.** – Councilman, Siebert moved to approve Resolution 2013-14, seconded by Councilman, Bannick. Motion Carried.

**Resolution 2013-12-Authorizing War Memorial of Public Property** – Manger, Terry stated that this memorial will be located in Riblet Park and the administration is seeking the board's approval to allow the memorial on city property. Councilwoman, Thomas moved to approve Resolution 2013-12, seconded by Councilwoman, Bills. Motion Carried.

**DPW-Utility Truck Bid Approval-**Manager, Terry stated the truck was a budgeted item and the bid documents are in their packets for council's review. Tonight the city administration is asking city council to approve the bid as presented. Councilwoman, Bills asked if the bid included absolutely everything that the truck would need. Manager, Terry stated no, there is another quote in your packets for a snowplow attachment. Treasurer, Pelham stated the budgeted amount for the truck was \$46,000.00. Councilwoman, Thomas asked if that amount included the snowplow. Treasurer, Pelham stated that it was pickup and small dump truck combination vehicle. Councilman, Bannick moved to accept the bid from Ford Stillwell for an F-450 in the amount of \$41,524.20, seconded by Councilman, Siebert. Motion Carried

Manager, Terry stated that in the agenda packets are two quotes for a snowplow attachment for the new truck. Superintendent, Langhann stated that this company is the only company he found locally that sells this plow. After some discussion amongst board members, Councilman, Bannick moved to accept the bid for a snowplow from Jonesville, Performance in the amount of 6,225.00, seconded by Councilwoman, Thomas. Motion Carried.

**Engineering Services Proposal to Prepare MDEQ Part 41 Construction Permit Application-** Manger, Terry asked the board for permission to replace the lift station on Simpson Drive. It will be difficult to continue with a growing Industrial Park without addressing this lift station. There are problems with the rail system and the reliability of that lift station and what administration would like to do is continue to replace that lift station with ones that we have replaced strategically throughout our community, which are Groman-Rupp pumps. We've adopted the same model so the city only has to keep one set of parts on hand and other than Hawkes Drive station this would finish the lift station up. Superintendent, Langhann stated that his department still has West Saint Joe's pump to be installed and it's at the garage. Manager, Terry stated that he has bids from Parrish and Dubois Cooper to install the pump. Anytime there is construction the city is required to obtain permits from the DEQ and the permits have to be prepared by a civil engineer. In the past we have used a part - time engineer but he is currently unavailable because of other commitments. So I contacted another company Jones & Henry who has submitted a price of \$4,000.00 which is in line of what other lift stations has cost us in the past. City administration is asking for the board's review and approval to engage Jones & Henry's services for the Simpson Drive lift station. Councilwoman, Thomas moved to accept the bid from Jones & Henry Engineering for preparation DEQ Part 41 Construction permit application in an amount not to exceed \$4000.00, seconded by Councilwoman, Bills. Motion Carried.

**Bills for Approval** – Councilman, Bannick moved to approve the General Fund bills in the amount of \$40, 018.77 and charge to the proper accounts, seconded by Councilwoman, Thomas. Motion Carried. Councilman, Bannick moved to approve the Trust & Agency bills in the amount of \$22, 937.18 and charge to the proper accounts, seconded by Councilman, Chapman. Motion Carried.

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

**Public Works Report** – Councilman, Siebert asked what was happening with the water station. Superintendent, Langhann stated that they had the new water controls installed at the water tower and the controls were programmed a little wrong, but it all has been straightened out. Manger, Terry stated they he is working on a report for the insurance company. The problem was caused by a lightning strike and the electronic equipment was fried. Superintendent, Langhann called the right people and had the controllers replaced immediately. The city has received a partial bill for those services and I will be submitting all bills to the city's insurance company and we will have to see what the insurance company's response is to the city regarding this matter. Councilwoman, Bills moved to accept the public works report and place on file, seconded by Councilman, Chapman. Motion Carried

**Treasurers Update** – Treasurer, Pelham stated that she is currently working on the end of the year fiscal reporting; she is still working on the quarterly statements that will have changes due to the end of the fiscal year and asked the boards permission to have that report at a later date. The board agreed to wait on the quarterly statements.

**City Manager's Update** – Manager, Terry stated that the new playground has been installed. Also, the diving board at the city pool cracked which required the city to purchase a new one. Manager, Terry stated that during this time of year the city deals with a lot of zoning issues that takes up a lot of our time. Manager, Terry asked administrative assistant Lauren Skelly to give the board an update on the new web-site.

Lauren informed the board that the web-site is up and running and she is working on a few of the pages and that is what the pictures and biography's are for so that the city has something on the page that shows who the department heads are and what they are all about and recognized. Lauren stated that she always open to suggestions for the web-site and has received good feedback regarding the new site.

Manager, Terry stated that the new principal for Litchfield Schools is Corey Helgesen and he is well qualified and will start working on getting the student population back up and see our school succeed. Manager, Terry stated that former City Manager, Ila Smith and our thoughts are with her family. Mayor, Smith stated that Ila Smith was the one who originally got TIFA started.

Clerk, Ballinger reminded the board of the upcoming 911 election that will be held on August 6, 2013 and that nominating petitions will become available on July 18, 2013 for the city election in November.

#### **Committee Reports –**

**Councilman Concerns** – Councilman, Bannick stated concerns of losing Planning Commission members and the need to have quorums in order to get things accomplished. Manager, Terry stated the administration needs to appoint some new members and that he had just received word that Mr. Snyder will be moving out of the community which will be another member off the board and the city has some important business coming up with the Planning Commission. Manager, Terry asked the board members to try helping with find volunteers for that committee.

#### **Correspondence –**

**Adjournment** – Councilman, Chapman moved to adjourn at 7:10pm, seconded by Councilwoman, Thomas. Motion Carried