

REGULAR MEETING
Litchfield City Council - City Council Room
September 16, 2014 - 6:30 PM

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

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

Absent –

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Treasurer-Jill Pelham, Chief, Dan Roberts, Admin/ Asst. - Lauren Skelly, Julie Roberts, Mary Burns, Pete Walker-Henry & Jones Engineers, Andy Barrand-HDN, and Mike Warner-Index.

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

Call to the Public – None

Resolution 2014-14 MDOT 5 year Maintenance Contract – Councilman, Bannick moved to adopt Resolution 2014-14, seconded by Councilman, Smith. Motion Carried.

Accept Digital Alley Quote – In Car Video System – Councilman, Bannick moved to accept the quote in the amount of \$5025.00 from Digital Alley for the in car video system, seconded by Councilman, Efstathiou. Motion Carried.

Saw Grant Project – Application Approval – Mr. Walker gave a brief explanation of the city’s approved Saw Grant in the amount of \$233,955.00.

Bills for Approval – Councilman, Bannick moved to approve the bills in the amount of \$69,038.71 and apply to the proper accounts, seconded by Councilwoman, Bills Motion Carried.

Police Report – City Manager, Terry informed the board that Sergeant, Daniel Roberts has been promoted as Litchfield’s new Chief of Police at which time Julie Roberts (spouse) pinned the chief shield on Daniel Roberts. The board congratulated Chief, Roberts on the new promotion. Councilman, Bannick moved to accept and place on file the police report, seconded by Councilman, Siebert. Motion Carried.

Public Works Report –Councilwoman, Bills moved accept and place on file the public works report, seconded by Councilman, Efstathiou. Motion Carried.

Treasurers Update – Treasurer, Pelham stated that she is working going through the books to make sure everything is in place. The auditors are going to have the financial statements for Treasurer, Pelham’s review next week and as for the boards report it may or may not be ready by the October meeting due to the fact auditors will be doing the their field work on the week of October 6th. Treasurer, Pelham doubts that will give enough time to have the reports printed but assured the board there will be at least a report from the treasurer’s office at the October meeting. Treasurer, Pelham stated that she has been disbursing the tax payments. Councilman, Bannick asked if the fire department has given her the fire reports that she needs for the audit. Treasurer, Pelham stated that fire department audit has to be completed before the city’s final audit report is done or the city would receive a qualified opinion, which means that the financial statements may or may not be correctly stated because the fire department is a municipal joint adventure and they have to be included in our report. And if the fire departments financial statements haven’t been audited yet then the auditors could not say that the city’s statements are without error. Councilwoman, Bills stated that the fire departments financial statement have been turned in.

City Manager's Update – Manager, Terry stated that as the board is aware that the City of Hillsdale has reached out to the City of Litchfield through him seeking assistance with their city management. Hillsdale's current manager is on medical leave with a bad illness. Hillsdale City board asked if it would be possible for me to assist on an interim basis and split my time away from Litchfield to assist there city. Manager, Terry spoke with Mayor, Smith and they believe the only way this would work is by keeping the City of Litchfield whole, which means anytime I spend in Hillsdale working, Hillsdale would have to reimburse the City of Litchfield for his wages and fringe benefits. The City of Hillsdale has agreed to do so and is looking for at least 10-20 hours per week of my time. At the Hillsdale regular council meeting their board approved entering into agreement and that agreement is being prepared by Attorney, Lou Loren. At this time, Manager, Terry is requesting that the board attentively approve him assisting the City of Hillsdale for the next 60 days. Manager, Terry has made Hillsdale aware that he is not their long term solution and his desire and loyalty is to finish his career here in the City of Litchfield. Councilman, Bannick asked the City will be reimbursed, Manager, Terry stated yes, the wages earned are to be reimbursed to the city is \$49.28 per hour. Manager, Terry stated that he is not making any money and his wages and benefits are staying the same. Manager, Terry stated to help another community out in their time of need is a good thing. Councilman, Bannick moved to approve attentively pending the actual contract to allow Litchfield City Manager, Terry to assist the City of Hillsdale, seconded by Councilwoman, Thomas. Motion Carried.

Manager, Terry also reported that the city purchased nine trees that will be planted this fall and although Mother Nature has taken out more trees than what the city is replacing. The city has a least two more big trees that needs to be removed one on Garfield St. and one on E. Saint Joe Street.

Manager, Terry stated he has a lot of projects going on that include Tifa projects, golf course issues and an expansion in the Industrial Park. Also, Manager, Terry stated that he has one year to complete the basketball/tennis courts and it's in progress but it will be done in the spring. Other projects are going on to the park through generous donations.

Correspondence – Mayor, Smith asked if Public Works Supervisor, Langhann would like to comment on the Saint Joe Street Bridge Inspection. Langhann, stated that some epoxy coating was recommended and he will look at costs for that to be done.

Committee Reports – None

Councilman Concerns- Councilman, Rick Siebert had concerns of the response time of the ambulance service that was requested to Hi-Lex, it took about 25-30 minutes for the ambulance to arrive. Manager, Terry stated that he, Doug Sanford, Duke Anderson, Kim Blythe, and Mr. Wiley have been asked to form a committee for the purpose of reviewing the ambulance service within Hillsdale County. The committee hopes to improve response time.

Councilman, Siebert asked about the erosion at Livonia Tool and feels a fence or something needs to be installed. Manager, Terry stated that Mr. Rickabaugh has always been very cooperative and will look into the issue.

Adjournment – Councilman, Bannick moved to adjourn at 7:03pm, seconded by Councilwoman, Bills Motion Carried.

Susan H. Ballinger, Clerk

Edwin J. Smith, Mayor

Minutes of this meeting were approved at the Regular Council Meeting of the Litchfield City Council held on October 21, 2014.

Susan H. Ballinger, Clerk