

REGULAR MEETING
Litchfield City Council - City Council Room
September 15, 2015 - 6:30 PM

Mayor Pro-Tem. OR Smith called the meeting to order at 6:30 PM.

Roll Call: Present – Mayor Pro-Tem, OR Smith, Councilpersons Jessica Bills, Dan Efstathiou and Don Bannick.

Absent – Mayor Edwin Smith, Rick Siebert and Brenda Thomas.

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Treasurer, Jill Howard, Deputy Clerk/Admin. Asst. – Lauren Skelly, DPW Superintendent-Tony Langhann, Brett Smith and Melinda DinWiddie.

Councilman, Bannick motioned to excuse the absence of board members Siebert, Thomas, and Mayor, Smith, seconded by Councilwoman Bills. Motion Carried.

Consent Agenda – Councilman Bannick moved to approve the consent agenda as presented, seconded by Councilman Efstathiou. Motion Carried.

Call to the Public – None

Lot Split Application – Litchfield School Property – Manager, Terry presented a survey of the Litchfield Elementary School and its surrounding property to the board and explained that if the school is sold and developed that section of property needs to be split off from the main parcel. So the Litchfield Community School board is requesting for the city council board to approve this lot split. Mayor Pro-Tem, Smith asked about the zoning. Manager, Terry stated that the planning commission will be discussing the re-zoning of the elementary property for the purpose of a developer possibly renovating the old school for multiple housing. Currently the area is zoned for single family dwellings; if the said property is separated the city would need to re-zone the property for multiple family housing. Mayor Pro-Tem, Smith asked if there are any questions and/or discussion from board members.

Councilman, Bannick moved to approve the Litchfield Elementary School lot split of parcel # 30-19-040-001-522 as presented, seconded by Councilwoman, Bills. Motion Carried.

Discuss / Approval of Byce Engineering Proposal Pool Upgrade & Splash Pad – Manager, Terry presented the board with a proposal from Byce and Associates and they are a mechanical engineering company out of Kalamazoo. Manger, Terry stated that he has searched all over the state trying to locate to find a company with experience in municipal pools. One civil engineering firm showed a desire but it was to design and build which was a huge expense. So after discussing the pool with Superintendent, Langhann we feel we need to take a microscopic look at the components of the pool such as the mechanical system and what's underneath the pool. Each year it's more difficult to open the pool and there are concerns that the pool being almost 45 years in age we need to do some type of work on it; what that work or cost us is yet to be determined. The city's plumber endorses this and feels this would be a good approach. The administration feels that this would be a good investment and a lot less than actually contracting with a firm to do an entire design and build. Mayor Pro-Tem, Smith asked if this would just be to analyze what we have. Manger, Terry stated yes, and to identify problems that might need to fixed and/or replaced. We know we will have to do some type of fund raising but with this firm we might be able to identify the problems and do the basics and each year with donations and make improvements as we go. Manager, Terry stated he is concerned that we will be half way through a swim season and something go wrong with the pool and then the city would be forced to shut down the pool and really engage in some expenses. Mayor Pro-Tem, Smith stated he is aware the pool needs repairs but was concerned of where the money would come from within the budget. Manager, Terry stated that in this fiscal year which ends June 30th, the city needs to be sure that we can get the up and operating and every year that's becoming more difficult and if there are problems we need to address them now. Treasurer, Howard stated that indentifying and prioritizing needs are good tools to have when you're going to donors that are generous in our recreation department and letting them

know what it is that needs to be done to the pool to keep it up and running and without that it makes it a little more difficult to say I want to contribute to this because I want this priority accomplished. Councilwoman, Bills moved to approve the engineering service proposal for the pool from Byce and Associates in an amount not to exceed \$5,000.00 and authorize Manager, Terry to sign the agreement, seconded by Councilman, Efstathiou. Motion Carried.

First Reading, Ordinance 2015-02 – Amend Chapter 604 of Part Six-Establish Regulations for the keeping of animals within the city, prohibit the keeping of vicious animals or cruelty to animals & provide criminal & civil penalties for violations. – Clerk, Ballinger gave the first reading of Ordinance 2015-02 with no action from the board required at this time.

First Reading, Ordinance 2015-03 – Amend Section 202.99 of Chapter 202 Set Forth the Penalties for Misdemeanor Violations & Civil Infraction Violations- Clerk, Ballinger gave the first reading of Ordinance 2015-03 with no action from the board required at this time.

Bills for Approval – Councilwoman Bills moved to approve the bills in the amount of \$51,247.80 and apply to the proper accounts, seconded by Councilman Bannick. Motion Carried.

Police Report – Councilman Bannick moved to accept the police report as presented and place on file, seconded by Councilman Efstathiou. Motion Carried.

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

Treasurers Update – Treasurer, Howard informed the board that she had just finished the property tax collection for summer taxes and it went very well. In two weeks the auditors will be preparing financial statements and then in three weeks Treasurer, Howard will be reviewing those statements and hopefully by the next council meeting they will be presented to the board.

City Manager's Update – Manager, Terry stated that he has been gathering prices on crack sealing and seal coating for N. Chicago and Lincoln Streets. Also, the training center out in the industrial park, Bill Nobles has done a wonderful job getting that organized and there has been several classes held in the center. TIFA has been a great supporter of the training center and Manager, Terry has spending a lot of time there. Manager, Terry stated that he hopes and wants the board to be comfortable with the decision of hiring Byce Engineers to look at the pool.

Correspondence –

Committee Reports –

Councilman Concerns-

Adjournment – Councilman, Bannick moved to adjourn at 7:00 p.m., seconded by Councilman Efstathiou. Motion Carried.