

REGULAR MEETING
Litchfield City Council - City Council Room
August 14, 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, Brenda Thomas, Don Bannick and OR Smith (arrived 6:35pm).

Absent – None

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Treasurer-Jill Pelham, Chief Michelin, DPW Superintendant-Tony Langhann, Ashley Rials and Steve Pelham.

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

Call to the Public – None

Request for City Wide Sewer Credit – City Manager, Terry informed the board that the city was approached by a resident inquiring about receiving a sewer credit due to the dry, hot and humid summer, causing residents to water in excess their residential properties in order to keep their trees, grass, and gardens from dying. After some discussion amongst the board a motion was made regarding the sewer credit. Councilman Bannick moved to allow a onetime sewer credit in the amount of \$20.00 for all current residential units, seconded by Councilman Smith. Motion Carried with (1) Nay vote from Councilman Siebert.

Approval for Driveway approaches W. Saint Joe Proposals – City Manager, Terry stated to the board that this project is in regards to different driveway paving's and as you are aware we done the East & West Saint Joe paving last year and we also have paved the driveway approaches. The reason we do this is to match the paved driveway with the road and if we don't do this what ends up happening sometimes we will get standing water, which will deteriorate the surface. The city has taken the stance that a driveway is in the right-of-way and we the city does things to improve the right-of way. So we received two bids with Mill St. patching included into the bids and Belson Paving came in with the low bid in the amount of \$11,700. Councilwoman Thomas moved to accept the bid from Belson Paving for the driveways on W. St. Joe St. and the resurfacing of 300 ft. on Mill St. without the (50%) down in the amount of \$11,700, seconded by Councilman Siebert. Motion Carried

Approval for spare parts inventory – Lift Stations – After a brief discussion among the board members Councilwoman Thomas moved to authorize the Public Works department to purchase the spare parts necessary for the City of Litchfield's Sewer Lift Stations in the amount of \$2030.00, seconded by Councilwoman Bills. Motion Carried.

Rehabilitation of Well #4 – City Manager, Terry informed the board that in their packets was three proposals for them to look at, and that the city just finished with Well #5 and we are looking for approval to re-do Well #4. The low bid is currently for \$20,000.00 from Peerless Midwest. The Well #4 needs a lot of work and for reliability, dependability, and longevity of pump reduction the city needs to do this, so we are requesting the board approve the proposal from Peerless in the amount of \$20,000. The board continued with discussion on this matter and after discussion a motion was made by Councilman Smith moved to accept the bid from Peerless Midwest for Well #4 not to exceed an amount of \$20,000, seconded by Councilwoman Thomas. Motion Carried.

Consumer's Energy Easement request – Mayor, Smith pointed out to the board that the map in their packets shows where the existing consumer's line is and where it encroaches onto the city's property right-of-way once the line is moved. Manager, Terry stated that Tenneco is in a continuous mode of increasing the size of their building, because of more work. For the last four years, Tenneco has been contemplating the completion of this consumer line being moved. What this does, it allows for the building to be squared off and TIFA is working with Tenneco in this expansion and what this does is a slight relocation of the 46 KVA Consumer Line. Councilman Smith asked if there would be any expense to the city, Manager, Terry stated no this expense will not be on the city. After discussion among the board, Councilman Siebert moved to allow the easement with Consumer's Energy Agreement #MI00000007878 and authorizes the Mayor and the Clerk to sign the contract after the city attorney's review and approval of said contract, seconded by Councilwoman Bills. Motion Carried.

Approval for Codification Update – Councilman Bannick moved to accept the bid from American Legal Publishing in an amount not to exceed \$1700.00 to update the City of Litchfield's Codification Books, seconded by Councilwoman Thomas. Motion Carried.

Resolution 2012-09 – Moratorium Medical Marijuana – Councilman Bannick motioned to adopt Resolution 2012-09 Moratorium Medical Marijuana, seconded by Councilman Smith. Motion Carried.

Bills for Approval – Councilman, Bannick moved to approve the bills in the amount of \$36,646.11 and charge to the proper accounts, seconded by Councilman, Smith. Motion Carried.

Police Report – Chief Michelin asked the board if they had any questions for him on his monthly report. John stated the City of Litchfield's crime rate has decreased by 24% since last year according to the states reports. Also, the new car should be here anytime and the bill will arrive probably sometime next month. Councilman Siebert moved to accept the police report as presented and place on file, seconded by Councilman Smith. Motion Carried.

Public Works Report – Councilman Bannick asked for an update on the bell, Superintendent, Langhann stated that the mason suggested that the city wait at least one week before setting the bell on the new slab. Councilman Siebert, moved to accept the Public Works report as presented and place on file, seconded by Councilwoman Bills. Motion Carried.

Treasurers Update – Treasurer Pelham informed the board that the auditor dates are scheduled and you have a copy of those dates in front of you, OMC is doing it a little differently this year, which should help streamline the process. Treasurer Pelham stated that she is to deliver the city's books to the auditors by Monday, August 20th, other than that she and Ashley have attended two user groups for training purposes. Ashley has attended some training on her own to in order to get familiar with government accounting.

City Manager's Update – Manager Terry stated that we are in the process of creating a request for a proposal for web-site development. This will allow someone to come in and design a new web-site for us, we did budget some money for this I don't know if it will be enough but this is something that needs to be done. Also, the hunting ordinance will be coming back to you soon with the changes that were recommended by the board implemented into the new document. Manager Terry reminded the board that the upcoming weekend is the city's annual Sweet Corn Day festival and that the whole staff works hard putting this event together. This is a big event for our community and we want to make our city shine. Manager Terry thanked the board for giving him the time off needed to further his trade, and he is very glad to be back, his experience at Harvard was great one.

Committee Reports – Councilwoman, Thomas wanted to remind everyone about the pancake breakfast to support the fire department.

Councilman Concerns – Councilman Siebert stated he wanted to follow up on the sewer credit, I don't have an issue we giving back, just how are we to be fair for everyone because some people watered a lot and some people didn't water at all and we increased the rates to make ourselves self sufficient and now we're giving money back and yes, it's a good will, but it's just the concern of doing it. Manager Terry stated that it's a roll of the dice because right now we see it as a wind fall but any second we could see any number of things could go wrong in this fiscal year. We try to do our homework, and when we ask for an increase, we are working within parameters of numbers and we try to stay within that number. But at the same time if there is an opportunity to give back and we can stay within that parameter it's a fiscally sound thing to do and give back to our rate payers. Councilwoman, Thomas stated this really has nothing to do with the rate increase, because the water used went onto to the ground and the city did not have to process the water going through the sewer.

Adjournment – Councilman Bannick motioned to adjourn at 7:30 pm, supported by Councilman Smith. Motion Carried.