

REGULAR MEETING
Litchfield City Council - City Council Room
December 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, OR Smith, Brenda Thomas Dan Efstathiou and Don Bannick.

Absent – None

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Treasurer-Jill Pelham, Chief- Dan Roberts, Admin/ Asst. - Lauren Skelly, DPW Superintendent- Tony Langhann, CHBW- Jason Wade, and Kelly Gampel - Index.

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

Call to the Public – None

2013-2014 Audit Presentation –Jason Wade-CHBW – Mr. Wade informed the board that the City of Litchfield’s audit went very smoothly and the city’s internal controls are very good and there are no deficiencies to report to the state and there are no recommendations to make at this time. The audit didn’t identify any instances of non-compliance. Mr. Wade gave an overview to the board of the fund balances in each major account and stated the city is in a good place for these economical times. Mr. Wade stated that both the city and Tifa have a healthy fund balance and the audit gave Litchfield an unmodified opinion which is the highest opinion that can be received. Mayor, Smith asked the board if they had any questions for Mr. Wade. Manager, Terry asked how many municipalities do their firm audit. Mr. Wade responded six. Manager, Terry asked out of those audits would it be his opinion the City of Litchfield received the best audit/results. Mr. Wade stated as far as he is aware of Litchfield is the only one not to receive any deficiencies. Councilwoman, Thomas motioned to accept the 2013-2014 audit as presented and place it one file, seconded by Councilman, Smith. Motion Carried.

2015-2016 Fire Service Contract- City of Litchfield-Litchfield Fire Board & Authorize Mayor/Clerk to Sign- Councilwoman, Thomas motioned to authorize the Mayor and Clerk to sign 2015-2016 Fire Service Intergovernmental Agreement, seconded by Councilman, Smith. Motion Carried

Discuss/Approval- Amended Intergovernmental Agreement Joint Management Services Extension & Authorize Mayor/Clerk to Sign – After some discussion amongst the board the consensus was to have Manager, Terry bring the contract back to the board with the addition of adding in a review date to end the contract or possible extension of joint services be March 20, 2015. Councilman, Bannick moved to adopt an Amended Intergovernmental Agreement of Joint Management Services with the City of Hillsdale with a change of adding to the contract of running with the current joint services until March 20, 2015 which the contract will then be reviewed for possible extension and/or end of contract, seconded by Councilwoman, Bills. Motion Carried.

Resolution 2014-24 –Annual MDOT Performance Resolution – Councilman, Smith moved to adopt Resolution 2014-24, seconded by Councilman, Bannick. Motion Carried.

Re-Appointment Board of Review Member – Ken Bonifield – Councilman, Smith moved to re-appoint Ken Bonifield as member of the Board of Review, seconded by Councilwoman, Bills. Motion Carried.

Re-Appointment DDA Member-Jack Smith – Councilman, Smith moved to re-appoint Jack Smith to the DDA Board, seconded by Councilwoman, Thomas. Motion Carried.

2015 Committee Appointments of Council Board Members – Councilwoman, Thomas moved to accept the 2015 Committee Appointments as presented, seconded by Councilman, Bannick. Motion Carried.

Bills for Approval – Councilman, Bannick moved to approve the bills in the amount of \$71,437.87 and apply to the proper accounts, seconded by Councilwoman, Thomas Motion Carried.

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

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

Treasurers Update – Treasurer, Pelham stated that she has started her end of year reports to the state. Councilman, Smith thanked Treasurer, Pelham for doing so well on this year's audit.

City Manager's Update – Manager, Terry informed the board that he had been approached about a year ago by Mrs. Crawford regarding some tree limbs that she was concerned might come down and possibly hit her children while outside playing. Manager, Terry stated that Mrs. Crawford currently lives on Adams Road which is not a city road. Most of the time a city's limits is split down the middle but somebody is given jurisdiction of this road, in Litchfield's case our city limits runs along the West side of the right-of-way on Adams Road. The city had some storms come through and Mrs. Ochsenrider (whose property is adjacent to Mrs. Crawford's) recently came into my office asking about removing some trees. Mrs. Crawford also came into my office concerned again over the trees and its' limbs. So, Manager Terry contacted Stan Klingerman who is the Hillsdale County Road Engineer and was informed that most of the time it's the county's policy that they don't do trees in the right-of-way unless they're a threat to the motoring public. Manager, Terry stated he then requested to contact Consumers. Mr. Klingerman stated that Consumers would pop the trees and the county would then come in and tip the trees over and it would be up to the city to remove the trees. The reason why the city got involved is because both Mrs. Crawford and Mrs. Ochsenrider live within the city limits and the trees were rotted out. Now, Mrs. Ochsenrider has been requesting for the city to have someone come and remove the stumps from her property. Manager, Terry explained to Mrs. Ochsenrider how the tree removal came to be and the city would not be removing the stumps. Manager, Terry informed Mrs. Ochsenrider that he would approach the board with her request to remove the stumps from her property and only with the boards order would he do any stump removal. After some discussion amongst the board is was the consensus of the board that given that the stumps' are located within the county's right-of-way and not on city property that it's not the city's responsibility to remove the stumps. The board requested that Manager, Terry to inform Mrs. Ochsenrider of their decision.

Manager, Terry stated that the city's Christmas lights are up and the city extends a huge "thank you" to Karen Schwartz and her family for donating the decorations. Also, thank you to our public works department because it takes a lot of work to get those decorations setup. Both kids and adults get a lot of enjoyment from those decorations.

The city is currently taking in winter tax collection and after the first of the year both he and the treasurer will begin to work on the next fiscal year's budget.

Mayor, Smith asked about the city's annual Well and Pump Inspections. Superintendent, Langhann stated that all went well with the inspection and there was no action required.

Correspondence – Manager, Terry stated the city did enter into an agreement with Bishop Land Service to use State Route M-49 for Geophysical Seismic Survey. Bishop's Land Service agreed to be responsible up to (90) days for any problems the city incurs and their company would pay for a Civil Engineer to determine if those damages were caused by their survey.

Committee Reports – None

Councilman Concerns- Councilman, Bannick stated he was approached by a resident to have a disabled child sign place on Queens Drive and the resident had stated that she had already approached someone at the city office about this issue. Manger, Terry stated yes, there was a conversation about that and it involved an Autistic child. The city had done a lot of research with other communities on that issue and it was determined was in the best interest of both the child and the city not to erect a sign. Councilman, Siebert stated it was determined not to because it's a way for people to kidnap a child. Manager, Terry stated and we found that the child can be stereo typed.

Adjournment – Councilman, Smith moved to adjourn at 7:13pm, seconded by Councilman, Siebert Motion Carried.