

REGULAR MEETING
Litchfield City Council - City Council Room
December 17, 2015 - 6:30 PM

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

Roll Call: Present – Mayor Smith, Councilpersons - Jessica Bills, Andy Reynolds (arrived 6:49) Rick Siebert, Dan Efstathiou and Don Bannick.

Absent: OR Smith

Also Present – City Manager - Douglas Terry, Clerk - Susan Ballinger, Treasurer - Jill Barrett, Chief - Dan Roberts (arrived 6:52), Deputy Clerk/Admin. Asst. – Lauren Skelly, DPW Supervisor – Tony Langhann (arrived 6:52), Jason Wade – CHBW, Melinda Dinwiddie and Andy Barrand - HDN.

Councilman Bannick motioned to excuse the absence of board member OR Smith, seconded by Councilman Siebert. Motion Carried.

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

Call to the Public – None

2014-2015- 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 and gives the city an unmodified opinion which is the highest opinion that can be given. Mr. Wade pointed out that outside of the Tifa contribution to the water and sewer funds those funds are not self sustainable at the current level of rates. Tifa had a decrease in funds due to major assets acquired throughout the past year. Mayor Smith asked why they didn't show a fund balance in the water/sewer. Mr. Wade stated the net positions on those funds are found on page seven. Treasurer Barrett stated that the water/sewer fund balances includes assets while general and street funds don't include assets so it makes it harder to pin point a number in water and sewer. Mayor Smith inquired about GASB 68 and after a brief discussion, Councilman Bannick moved to accept the 2014-2015 audit as presented and place it on file, seconded by Councilman Siebert. Motion Carried.

Appointment of Mayor Pro-Tem – Mayor Smith recommended OR Smith as Mayor Pro-Tem. Councilman Siebert moved to accept the re-appointment of OR Smith as Mayor Pro-Tem, seconded by Councilwoman Bills. Motion Carried.

2016 Council Appointments – Mayor Smith recommended to replace past Councilwoman Thomas with new Councilman Reynolds on the Budget Committee and asked for the remainder of the committees to remain the same as 2015. Councilman Bannick moved to accept the appointment of 2016 committee members, seconded by Councilman Efstathiou. Motion Carried.

Second Reading/Adoption of Ordinance 2015-06 – Amend Litchfield Zoning Map to re-classify annexed property from R-1 Residential to B-1 Highway Business- Clerk Ballinger gave the second reading of Ordinance 2015-06. Councilman Bannick moved to adopt Ordinance 2015-06, seconded by Councilwoman Bills. Motion Carried.

Second Reading/Adoption of Ordinance 2015-07 – Amend Litchfield Zoning Map to re-classify property from R-2 Residential to B-1 Highway Business - Clerk Ballinger gave the second reading of Ordinance 2015-07. Councilman Siebert moved to adopt Ordinance 2015-07, seconded by Councilman Reynolds. Motion Carried.

2016-2017 City of Litchfield & Litchfield Fire Service Contract Authorize the Mayor and City Clerk to sign- Councilman Siebert moved to accept the fire service contract as presented and authorizes the Mayor and Clerk to sign, seconded by Councilman Bannick. Motion Carried.

Discuss/Approval of Fuel Pump Replacement- Manager Terry gave a brief explanation to the board as to the need of the fuel pump replacements. Councilman Bannick moved to allow the purchase of two pumps in the amount of \$750.00 each, seconded by Councilwoman Bills. Motion Carried.

Re-Appointment of Board of Review Member – Jim Wildt – Mayor Smith recommends the re-appointment of Jim Wildt. Councilwoman Bills moved to re-appoint Jim Wildt to the Board of Review, seconded by Councilman Siebert. Motion Carried.

Re-Appointment of DDA Member - Robin Meyers- Mayor Smith recommends the re-appointment of Robin Meyers to the DDA Board. Councilman Siebert moved to re-appoint Robin Meyers to the DDA Board, seconded by Councilman Bannick. Motion Carried.

Re-Appointments of Police Administration Members – Nancy Travis, Dave Chapman and Mike Murray- Mayor Smith recommends the re-appointments of Nancy Travis, Dave Chapman and Mike Murray to the Police Administration Board. Councilwoman Bills moved to re-appoint Nancy Travis, Dave Chapman and Mike Murray to the Police Administration Board, seconded by Councilman Efstathiou. Motion Carried.

Planning Commission Appointment - Mayor Smith accepted the letter of consideration from Melinda Dinwiddie and recommends appointing her to the Planning Commission Board. Councilman Siebert moved to appoint Melinda Dinwiddie to the Planning Commission Board, seconded by Councilwoman Bills. Motion Carried.

Bills for Approval – Councilman Bannick moved to approve the bills in the amount of \$129,280.03 and apply to the proper accounts, seconded by Councilwoman Bills. Motion Carried.

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

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

Treasurers Update - Treasurer Barrett informed the board that she will be working on calendar year reports and in January she will present a quarterly report to give the board an update which will allow for some budget amendments for the upcoming new fiscal year budget.

City Manager's Update – Manager Terry stated that he has been working on TIFA issues and growth and things are looking good in the industrial park. The City will get accomplished this year is a re-assessment of our streets under the passer program. This is being done under the anticipation of new street money coming into the city. Councilman Bannick asked if there was any new information regarding the elementary school property. Manager Terry stated no, there has been little discussion with the developer. What will probably happen is there will be more discussion with the State of Michigan and the Housing Commission in Lansing. Manager Terry believes the state would like to help with another request for proposals.

Correspondence – None

Committee Reports –None

Councilman Concerns- Councilman Siebert would like to see the police department do some type of program with the school and we could probably raise money through a golf tournament. Something like “Shop with a Cop”.

Adjournment – Councilman Bannick moved to adjourn at 7:06 p.m., seconded by Councilman Reynolds. Motion Carried.