

REGULAR MEETING  
Litchfield City Council - City Council Room  
December 17, 2019 at 6:30 PM

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

Roll Call: Present – Mayor Smith, Councilpersons – Don Bannick, Rick Siebert, Dan Efstathiou, Andy Reynolds, Kevin Collins and Jessica Bills.

Absent: None

Also Present – City Manager - Douglas Terry, Treasurer/Finance Director - Jill Barrett, Clerk – Susan Ballinger, Police Chief – Dan Roberts, DPW Supervisor- Tony Langhann, Deputy Clerk – Lauren Skelly, Abe Dane, Terry Vear-HC Seniors, Mike Warner-Index and Donna Hecht-CHBW.

**Consent Agenda** – Councilman Siebert moved to approve the consent agenda and place on file, seconded by Councilwoman Bills. Motion carried.

**Call to the Public** - None.

**Terry Vear- Senior Citizen Program Update** - Ms. Vear delivered packets to board members and gave an update on what services the program will offer in 2020.

**2018-2019 Audit Presentation -Donna Hecht, CHBW** – Donna Hecht presented the board with the 2018-2019 City of Litchfield audits. Donna Hecht gave a brief summary of the financial statements. Donna Hecht informed the board that there were no findings in neither the City’s audit not TIFA’s. Mrs. Hecht stated it is the opinion of CHBW, that the city receives an unmodified/unqualified opinion which means the financial statements are correct in every material way. This is the best outcome that the city can receive from the audit.

Councilman Bannick moved to accept the 2018-2019 audit as presented, supported by Councilman Collins. Motion carried.

**Public Hearing – 2020 Recreation Plan** – Mayor Smith opened the public hearing at 6:58 p.m. with no comments and/or concerns Mayor Smith closed the public hearing at 6:59 p.m.

**Resolution 2019-21- Adoption of the 2020 Parks & Recreation Plan** – Councilman Bannick moved to adopt Resolution 2019-21 and have the City Clerk submit the recreation plan to the State, supported by Councilman Collins. Motion carried.

**Resolution 2019-24 – MERS HCSP** – Councilman Siebert moved to adopt Resolution 2019-24 MERS HCSP, supported by Councilman Reynolds. Motion carried with 1 nay vote from Councilman Bannick.

**Consumers Energy Contract 548- GUL- Authorize City Manager to Sign** - Councilman Bannick motioned to allow Manager Terry to sign the Consumers Contract 548 GUL, supported by Councilman Collins. Motion carried.

**Resolution 2019-25 Consumers Energy Contract 548-GUL** - Councilwoman Bills moved to adopt Resolution 2019-25, supported by Councilman Siebert. Motion carried.

**Consumers Energy Contract 548-GU-XL – Authorize City Manager to Sign** – Councilman Bannick motioned to allow Manager Terry to sign the Consumers contract 548 GU-XL, supported by Councilman Siebert. Motion carried.

**Resolution 2019-26 Consumers Energy Contract 548 GU-XL** – Councilwoman Bills moved to adopt Resolution 2019-26, supported by Councilman Collins. Motion carried.

**Resolution 2019-27 -MDOT Annual Performance Resolution of Government Agencies** – Councilwoman Bills moved to adopt Resolution 2019-27, supported by Councilman Reynolds. Motion carried.

**Resolution 2019-28 -MDOT Annual Performance and Indemnification Commitment** - Councilman Reynolds moved to adopt Resolution 2019-28, supported by Councilman Siebert. Motion carried.

**Review/Approval of Redesigned Litchfield Pool Project** - Councilman Bannick moved accept the presented redesigned Litchfield Pool from Byce & Associates, supported Councilman Reynolds. Motion carried.

**City Council Committee Appointments** – Mayor Smith recommended no changes to the current committee list and to keep each board member on the boards that they're currently serving on.

Councilman Bannick moved to accept the committee appointments as presented for the 2020 calendar year, support by Councilwoman Bills. Motion carried.

**Accept Resignation From Police Administration Board – Mike Murray** - Councilman Siebert moved to accept the resignation of Mike Murray with regrets, supported by Councilwoman Bills. Motion carried.

**Approve Appointment Request to Police Administration Board – John Michelin** – Councilman Bannick moved to appoint John Michelin to the Police Administration board, supported by Councilman Siebert. Motion carried.

**Approve Appointment Request to Police Administration Board – Charlie Phelps** – Councilman Siebert moved to appoint Charlie Phelps to the Police Administration board, supported by Councilman Collins. Motion carried.

**Reappointment of Board of Review Member- Patsy Jones** – Councilman Siebert moved to reappoint Patsy Jones to Litchfield Board of Review, supported by Councilwoman Bills. Motion carried.

**Reappointment of DDA Board Member – Teresa Bonifield** - Councilman Efstathiou moved to reappoint Teresa Bonifield to the DDA Board, supported by Councilman Bannick. Motion carried.

**Reappointment of DDA Board Member -Tom Sawdey** – Councilman Bannick moved to reappoint Tom Sawdey to the DDA Board, supported by Councilman Reynolds. Motion carried.

**Bills for Approval** – Councilman Bannick moved to approve the bills in the amount of \$133,509.27 and charge to the proper accounts, seconded by Councilman Collins. Motion carried.

**Police Report** – Councilman Reynolds moved to approve the police report as presented and place on file, supported by Councilwoman Bills. Motion carried.

**Public Works Report** – Councilman Siebert moved to approve the public works report as presented, seconded by Councilman Collins. Motion carried.

**Treasurers Update** – Treasurer Barrett presented the board with a report on the city’s financial status that is required to be sent into the State of Michigan. Treasurer Barrett is currently working on several required end of year reports for the State of Michigan.

**City Manager’s Update** – Manager Terry asked the board for clarification on motion in November regarding the termite issue at the DPW Garage on Anderson Road and would like the board to consider to allow administration to seek another avenue for treatment of the termites. After discussion the board would like city administration to move forward with Rose Pest Solution as stated in the November 2019 minutes to exterminate termites at the DPW building.

Manager Terry presented a bill from Ms. Barrington that has a residence on Warriner Avenue. Manager Terry stated Ms. Barrington is asking for reimbursement for an amount of \$260.00 for installation fees of the new water line. Board members had discussion regarding the reimbursement request.

Councilman Bannick moved to reimburse Ms. Barrington \$130.00. Motion failed from lack of support.

**Correspondence** – None

**Committee Reports** – None

**Councilpersons Concerns** – None

**Adjournment** – Councilman Bannick moved to adjourn at 7:55 p.m., supported by Councilwoman Bills Motion carried.

