

REGULAR MEETING  
Litchfield City Council - City Council Room  
June 12, 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, O. R. Smith, Brenda Thomas and Don Bannick.

Absent – None

Also Present – City Manager-Doug Terry, Clerk-Susan Ballinger, Treasurer-Jill Pelham, Chief Michelin, DPW Superintendent-Tony Langhann, Deputy Clerk/Treasurer Ashley Rials, Marney Kast, J.J. Hodshire, Homer Index Reporter- Will Forgrave, Mary Morris, Pat Snyder, and Steve Pelham.

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

**Call to the Public** – None

**Marney Kast, Hillsdale County Clerk** – Was present to inform the board of the upcoming elections and that she was again seeking re-election for the Hillsdale County Clerk seat. Marney stated that she looks forward to our continuous support and she looks forward to working for the citizens of Hillsdale County.

**Michelle Bianchi, Candidate for Hillsdale County Probate Judge** – Manager, Terry informed the board was unable to attend; Mrs. Bianchi called and asked to be rescheduled for our July regular meeting.

**J. J. Hodshire, Customer Program New Building Project Hillsdale Hospital** – Mr. Hodshire was present to give an update to the board members on the progress and upcoming changes in the services that Hillsdale Community Hospital will be providing to their patients. Mr. Hodshire stated that there will be two new Urgent Care units one in Jonesville and one in Hillsdale. The Hospital offers a wide variety of services now everything from aquatic care to oncology. The new project is a \$22 million dollar project that will include a new OB Department and 19 private rooms for those who are facing the end of their life. This will allow the families to have privacy in those last moments. Mr. Hodshire encourages everyone to come and visit Hillsdale Hospital and see their new services offered.

**Lawn Mower Purchase Approval** – Manger, Terry stated to the board that there was information in their packets regarding the purchase of a new lawn mower. Manager, Terry stated that the current lawn mower that public works department is using has reached its use of life and continuously needs parts and repairs. The board had already approved the purchase of this equipment for the next fiscal year, so what the staff is seeking is the board's approval to begin the process so that the mower could be delivered in the next fiscal year beginning July 1, 2012. Manager, Terry and Superintendent, Langhann recommend the John Deere 1545 Mower with a 72 inch deck for purchase. With no questions from the board, Councilman Siebert moved to approve the purchase of the John Deere 1545 Series II Commercial Front Mower and a 72 inch deck for a total amount \$20,400.00 with a trade-in-allowance in the amount of \$5,000.00, seconded by Councilwoman Thomas. Motion Carried

**Police Car Equipment Purchase Approval** – Manager, Terry stated to the board that in their packets is a request that himself and Chief Michelin went over in preparation to purchase the equipment needed for the new police car that the board had already approved of for purchase. One request purchase is for the radar and the other for a new digital camera and the city administration is requesting the board's approval of these purchases. Mr. Terry advised any questions the board might have to Chief Michelin. Chief Michelin stated that the old cameras are not digital they are outdated. My department has received complements for using the camera constantly, which has helped our office solve cases and prove innocence's on accusations made against our officers in the past. The radar in the Chevy is going bad and needs to be replaced. Mayor, Smith asked what the difference between the two cameras was, Chief Michelin one has higher pixel/resolution which would be a better purchase. Councilman Smith asked if it was in the budget, Manager, Terry stated yes it was. Councilwoman Thomas moved to authorize the purchase of one Radar from Kustom Signals in the amount of \$1,878.00 and one digital camera model 750 from Digital Ally in the amount of \$5,500.00, seconded by Councilman Smith. Motion Carried

**Permit for Fireworks Display for August 2012** – Manager, Terry informed the board that our annual fireworks display permit is in their packets for approval. Councilman Smith motioned to authorize the Mayor to sign the permit to allow fireworks for this year Sweet Corn Day Festival, seconded by Councilwoman Thomas. Motion Carried.

**Resolution 2012-07 Budget Amendments 2011-2012.** Councilman Siebert moved to adopt Resolution 2012-07, seconded by Councilwoman Bills. Motion Carried.

**Resolution 2012-08- Establish Authorized Financial Dealers & Institutions**-Councilman Siebert moved to adopt Resolution 2012-08, seconded by Councilman Smith. Motion Carried.

**Election Commission Appointment – Ashley Rials** – Councilman Bannick moved to appoint Ashley Rials to the Election Commission for the City of Litchfield, seconded by Councilwoman Thomas. Motion Carried

**Planning Commission Re-Appointments – Daryl Snyder & Mary Cooley** – Councilman Bannick moved to re-appoint Daryl Snyder and Mary Cooley for another term on the Planning Commission, seconded by Councilman Smith. Motion Carried

**Bills for Approval** – Councilman Bannick moved to approve the bills in the amount of \$36,505.37 and charge to the proper accounts, seconded by Councilwoman Thomas. Motion Carried.

**Police Report** – Councilman Smith moved to accept the police report as presented, seconded by Councilwoman Bills. Motion Carried.

**Public Works Report** – Councilwoman Thomas motioned to accept the Public Works Report and place on file, seconded by Councilman Smith. Motion Carried

**Treasurers Update** – Treasurer Pelham stated that we have been working on training Ashley over the past month, so she has taken on more work than I usually have and her plan is to delegate some of that work load to Ashley over time, other than that we are preparing for the fiscal year end.

**City Manager's Update** – Manager, Terry introduced Ashley Rials as the city's new Deputy Clerk/Treasurer. He also informed the board that he and Supervisor, Langhann have been working on preparing the application for replacement of the W. Saint Joe Lift Station. The Public Works Dept. has been working and successfully completed all the work needed at the pool for its opening day. Public Works Dept. also has all the historical pictures hanging on the Recon Building and I have received nothing but compliments on those pictures. Manager, Terry stated that public nuisances on properties this year have been on the rise. Clerk, Ballinger and I have been working to stay on top of those nuisances and will continue to do so. Phase IV of Hawthorne Heights has finally been approved by the State of Michigan and we can now start to advertise and sell lots. Manager, Terry stated to the board a few meetings ago a question on the legal status of Stock Street was presented. In 1951 the State of Michigan Legislature passed a law called Act 51, which is the identification of local, major, county primary, and secondary roads, and all state highways. This is the enabling act which governs all roads within the State of Michigan. What you have in front of you is dated 1964 and goes back and the archives say that Stock Street was part of the original plot and adoption of Act 51 Streets. Mr. Burns will be receiving a copy of this and also in your packet are two proposals from Civil Engineering Companies' on the possibility of surveying the property. It has been expressed to me by council members that we should do a survey, my sentiments on this is that the city has spent enough money on this project. We know it's a street by historical use and prescription, if you want me to pursue a survey I will, however, it does not come without cost. I'm leaving it up to the board on giving me direction on this matter. After discussion amongst board members the consensus was to postpone a survey at this time. Mayor, Smith would like to see a bid for a survey on the property that city purchased from Mr. Burns. Manager, Terry stated then it would be cost effective to do the whole survey and even then once we identify that property it still does not resolve any lingering issues. Mayor, Smith stated that's why I would like to see what it would cost and if the bid is low and we continue to do the rest that piece will already be done. Manager, Terry stated that's fine I will have a bid done for that piece of land. Manger, Terry informed the board that he will be out of the office from mid July through the first week of August for training. Mr. Terry stated he will still be accessible by phone and email.

**Bull Riding Event** – Clerk, Ballinger informed the board that in front of them is a packet with information regarding a rodeo event. The festival committee was approached by Jake Jesup who is part of a Rodeo organization and they would like to perform a show at our August festival. Jake also stated that all proceeds collected by their Rodeo will be given to the Rett' Foundation. Jake's niece was diagnosed with the Rett's syndrome and he is trying to raise both money and awareness for this foundation. All the bull riders involved and his staff is donating their time and energy into this show for the foundation. What I am asking from the board is to allow the city property on Simpson Drive to be used for this show. Although, the festival itself will not be charging for the use of the property or asking for a portion of the revenue, the committee feels that the city businesses will benefit from the show by the spectators that this show will bring into Litchfield in other ways and we are always willing to help out for a good cause. Clerk, Ballinger stated that Jake has assured the committee that he will provide them with the certificate of liability naming the city as a rider on the policy. Jake also stated that when he leaves the property, it will be in the same shape as when they arrived they will do all the clean up and everything. Councilman Chapman motioned to allow the use of the city property located on Simpson Drive for the Rodeo show in August, seconded by Councilwoman Thomas. Motion Carried

**City Wide Yard Sales** – Manager, Terry stated that a few weeks ago the board received a memo from him requesting permission to sell city assets and under city charter it's required that city council approve the selling of those assets. The results of that sale are the city made \$193.25 and the Fire Dept. made \$128.00; we would like to see a formal motion to dissolve of these assets made through the sale. Councilman Bannick motioned to authorize the city to dispose of the revenue on the purchase of obsolete equipment, seconded by Councilwoman Thomas. Motion Carried

**City Pool** – Manager, Terry gave a brief update on the status of the pool and stated that the city staff has worked very hard to be ready for the 2012 season. Manager Terry stated that he had taken some criticism on the pool fees and hours of operation. He wanted the board to know that city staff had done research on how other municipalities operate their outdoor pools and found that Litchfield City pool charges the least amount in fees and stays open longer than most others.

#### **Committee Reports – None**

**Councilman Concerns:** - Councilwoman asked about whether the city was going to be able to grind out some of the tree stumps this year. Tony Langhann stated that his department is trying to finish up having the trees removed, he believes they still have around twenty trees left to be removed, then do all the stump grinding at once. Manager, Terry stated it could be next season before that task is able to get done.

Councilman Siebert asked about the Fire Departments warning whistle cannot be heard. Councilman Siebert asked Manager, Terry if anything came from his meeting or has anybody came up with any ideas on how to make the siren louder. Manager, Terry stated that they fire department is now testing the different frequency pitches to try and solve the problem. If testing the frequency doesn't work out then they will consider a different route with the whole system. Councilman Siebert stated he could barely hear the whistle. Mr. Pelham stated he could not hear the whistle in Hawthorne Heights and would like to see a signal attached to the water tower and maybe another strategically placed around the town so the whistle could be heard by all residents. Manager, Terry stated that it's a good possibility of what the fire department already has can accomplish that, it's just a matter of getting the pitch, tone and decimal level correct and see if that will work first. Then if not the fire department will look at other alternatives. Councilman Siebert stated that residents have suggested maybe setting up a donation fund of some kind to help generate money towards the warning system.

**Adjournment** – Councilman Bannick motioned to adjourn at 7:45 pm, supported by Councilman Smith. Motion Carried.