

REGULAR MEETING
Litchfield City Council - City Council Room
March 15, 2016 - 6:30 PM

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

Roll Call: Present – Mayor Ed Smith, Councilpersons – OR Smith, Andy Reynolds, Dan Efstathiou, Rick Siebert, Jessica Bills (arrived at 6:32) and Don Bannick.

Absent: None

Also Present – City Manager - Douglas Terry, Treasurer - Jill Barrett, Clerk- Susan Ballinger, Police Chief- Dan Roberts, DPW Superintendent- Tony Langhann, Deputy Clerk – Lauren Skelly, Brett Smith, Doug Sanford-911, Dave Cleveland-DMCI, Tammy Dow and Stephanie Kyser.

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

Call to the Public – 911 Director, Doug Sanford informed the board of the current situation regarding having to relocate the 911 tower from the Power Plant due to closure of the plant. Mr. Sanford is requesting permission to move the tower to the city well house property located at 920 Anderson Road in the industrial park and stated that this is somewhat of an urgent situation since the tower is what helps communicate with our local fire department and police department in emergency situations. Mr. Sanford stated he understands that there is a process that must be followed but would like the council to co-operate with them to allow them to start the project while the process of the permit is ongoing due to the limited time they have to complete the move of the transit station. Mr. Cleveland informed the board of the large amount of work and time that is involved regarding the move of the tower which needs to be done by June 1, 2016. Manager, Terry informed the board that the administration has a process that must be followed and there is no deviation from this process. This process requires Mr. Sanford to first submit a Conditional Use Application to the Planning Commission Board which also involves the modification of the zoning ordinance to allow this type of Conditional Use in the I-1 District and then the Planning Commission sends their recommendation back to the city council for their approval. The ordinance will require two readings the first reading to be in April 2016 and the second reading/approval in May 2016. Now as Mr. Cleveland has pointed out there are things that need to be done administratively and physically. There needs to be an agreement and allow the construction to begin. Manager, Terry stated while the city follows the required process there will be certain things that he will allow them to proceed on in anticipation of all being approved. Manager, Terry asked that council direct him differently if they disagree with the approach that he is taking regarding the project. Mr. Sanford stated that Mr. Cleveland will be renting from them and Mr. Sanford is willing to share 1/3 one-third of the rent with the city in return for the use of the property. The other 2/3 two-thirds they keep for maintaining the tower. After a short discussion amongst board members the consensus was that all board members agree to the process that administration is taking regarding the construction and relocating of the 911 tower.

Tammy Dow informed the board that she will be running for the Hillsdale County Sheriff in the coming election and asked for their support. Mrs. Dow gave the board a brief description of her back ground and certifications.

Stephanie Kyser introduced herself to the board and stated she will be running for the Hillsdale County Treasurer in the coming election and asked for their support. Mrs. Kyser gave the board a brief description of her back ground and certifications.

Domestic Harmony Contract – Councilman, Bannick moved to approve the city to contract with Domestic Harmony in the amount of \$300 and authorizes the City Manager to sign the contract, seconded by Councilman, Smith. Mayor, Smith stated that the city hasn't increased the amount in a number of years and asked if the board would approve to an increase in the amount contracted. Councilman, Bannick motioned to amend the previous motion on the floor and increase the amount of the contract to \$350.00, seconded by Councilman, Smith. Motion Carried.

First Reading Ordinance 2016-01-To Amend Section 604.99 of the Litchfield Ordinance to Provide for treatment of Certain Violations of Chapter 604 as a Municipal Civil Infraction. Clerk, Ballinger gave a first reading of Ordinance 2016-01.

First Reading Ordinance 2016-02- To Amend Section 664.99 of the Litchfield Ordinance to Provide for Treatment of Violations of Chapter 664 as a Municipal Civil Infraction. Clerk, Ballinger gave a first reading of Ordinance 2016-02.

First Reading Ordinance 2016-03-To Repeal Chapter 450 of the Litchfield Ordinance Relating to the Licensing of Bicycles. Clerk, Ballinger gave a first reading of Ordinance 2016-03.

First Reading Ordinance 2016-04- To Amend Section 420.16 of Litchfield Ordinance to Provide for the Maintenance of Traffic Citation Forms. Clerk, Ballinger gave a first reading of Ordinance 2016-04.

First Reading Ordinance 2016-05- To Amend Chapter 660 of Litchfield Ordinance to Provide for Certain Designated Exceptions to the Curfew for Minors, To Revise the List of Actions Constituting Disorderly Conduct, and to Provide for Treatment of Certain Violation of the Chapter as a Municipal Infraction. Clerk, Ballinger gave a first reading of Ordinance 2016-05.

First Reading Ordinance 2016-06-To Amend Chapter 660 of the Litchfield Ordinance of Litchfield by Adding Section 660.03 to Regulate and Prohibit Certain Noises and Disturbances. Clerk, Ballinger gave a first reading of Ordinance 2016-06. Mayor, Smith suggested adding to this ordinance at #13 under Section C to add #4 *To permit the operation of generators during power interruptions of power planned or unplanned.* It was the consensus of the board to add this new section to the ordinance.

Re-schedule Pool Presentation-Byce & Associates – After some discussion the board gave two possible dates for the rescheduling of the Byce presentation. Manager, Terry was to set up a meeting with Byce & Associates for either March 24, 2016 or April 14, 2016.

Bills for Approval – Councilman Bannick moved to approve the bills in the amount of \$74,591.66 and apply to the proper accounts, seconded by Councilman Reynolds. Motion carried.

Police Report – Chief Roberts stated the cars are running good and things have going well in the department. Motion made by Councilman, Reynolds to accept the police report as presented and place on file, seconded by Councilwoman, Bills. Motion Carried

Public Works Report – Superintendent, Langhann informed the board that he wants to send out his Consumer's Confidence Report to residents but is waiting on the approval from the DEQ but they've had personnel changes twice within their office since January. Superintendent, Langhann stated there are a lot of new requirements regarding the water report. Councilman, Siebert asked when they will start picking up trees. Superintendent, Langhann said as soon as the ground gets a little more solid. Motion made by Councilman, Smith to accept the DPW report as presented and place on file, seconded by Councilman, Siebert. Motion Carried.

Treasurers Update – Treasurer, Barrett informed the board that she is working on reviewing some proposals that she had asked for; like in accounting the city currently accepts credit card payments online and we don't have many that utilize that service. There have been several people other last few years that come into the office and ask to pay with a credit card. So hopefully, at the next meeting there will be more information for the board to review. Also, the city has some good numbers from taxes to put into the city's budget in order to present a budget to the board next month.

City Manager's Update – City Manager, Terry stated that the 211 Mill Street project is complete and the job was well done. Also, Mayor, Smith and I have been working with one of our major contributors of our community on developing a new playground area over by the pool area, it's for 3 – 5 year olds and handicapped. It will be state of the art and will be a very nice area over by the pavilions. We have also been working on TIFA projects, every single day we are dealing with expansion discussions and different things companies are aligning themselves up for progress, which is a good thing that sends the message they want to invest here in Litchfield.

Correspondence – None

Committee Reports – None

Councilman Concerns- Mayor, Smith stated that there are a couple of really interesting expansion possibilities, these companies are still doing their due diligence and they still have go through their corporate.

Councilman, Siebert asked about two cars in Jesco's parking lot that they've been all year. Chief, Roberts stated the vehicles belong to the owner and he has stopped out there to see what was going on with them and the owner said he used them for parts.

Councilman, Bannick ask about a car on Park Street that's on cinder blocks. Is there anything we can do to have the owner make it a little safer? Clerk, Ballinger stated that car has a historical plate and she would send them a letter regarding the blocks.

Adjournment – Councilman, Siebert moved to adjourn at 7:18 p.m., seconded by Councilman, Smith. Motion carried.

