

REGULAR MEETING  
Litchfield City Council - City Council Room  
November 18, 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 and Don Bannick.

Absent – Dan Efstathiou,

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Treasurer-Jill Pelham, Sgt., Robert Phillips, Admin/ Asst. - Lauren Skelly, Brett Smith and Kelly Gampel -Index.

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

**Call to the Public** – Brett Smith informed the board of his disapproval of purchasing the 928 Anderson Road building.

**Jean Bills - Sewer Credit Request-** Clerk, Ballinger explained to the board that Ms. Bills had a pipe break at her rental property and is requesting a sewer credit. Councilman, Smith moved to allow a sewer credit in the amount of \$98.23 for Ms. Bills' rental property at 341 E. Saint Joe St., seconded by Councilman, Bannick. Motion Carried.

**Resolution 2014-22 – Policy Regarding Inspection of Public Records-** Councilman, Bannick moved to adopt Resolution 2014-22, seconded by Councilwoman, Bills. Motion Carried.

**2014 IFT Report** – Councilman, Smith moved to accept the 2014 IFT Report as presented and place on file, seconded by, Councilman, Siebert. Motion Carried.

**Resolution 2014-23 – Amending Loan Terms from Tax Increment Finance Authority to the City of Litchfield-** Councilman, Smith moved to adopt Resolution 2014-23, seconded by Councilwoman, Thomas. Motion Carried.

**2013-2014 Audit Presentation – Jason Wade** – Treasurer, Pelham informed the board that our auditors have requested to give the report at the city's December meeting. Condon, Hecht, Bisher & Wade's internal review of our audit was in its final stage of reviewing and Mr. Wade wants to have that done before presenting the audit to city council. The board was in consensus to table the audit presentation until December 2014.

**Annual Identity Theft Report** – Councilwoman, Bills moved to accept the Identity Theft Report as presented and place on file, seconded by Councilman, Smith. Motion Carried.

**Request – City Manager Vacation Time Review-** Manager, Terry requested to the board to allow him to give 3.16 days of his earned vacation time to the full time employees. After a brief discussion Councilman, Bannick moved to allow the transfer of (3) days of Manager, Terry's earned vacation time to the (6) six full time employees, seconded by Councilman, Smith. Motion Carried.

**Bills for Approval** – Councilman, Bannick moved to approve the bills in the amount of \$30, 833.18 and apply to the proper accounts, seconded by Councilman, Smith Motion Carried.

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

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

**Treasurers Update** – Treasurer, Pelham stated that the tax bills will be going out on December 1, 2014.

**City Manager's Update** – Manager, Terry informed the board that he has been very busy working with Hillsdale City and that he has been very busy with TIFA projects.

**Correspondence** –

**Committee Reports** – None

**Councilman Concerns-**

**Adjournment** – Councilman, Bannick moved to adjourn at 6:50pm, seconded by Councilman, Smith Motion Carried.