

REGULAR MEETING
Litchfield City Council - City Council Room
November 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, Dan Efstathiou, Rick Siebert, Jessica Bills, Andy Reynolds and Don Bannick.

Absent: None

Also Present – City Manager - Douglas Terry, Treasurer - Jill Barrett, Clerk- Susan Ballinger, Police Chief-Dan Roberts, Deputy Clerk – Lauren Skelly, Randy Hawkes, Brian Smith, Homer Index-Mike Warner, Historical Society Representatives- Jeff Rossman, Sandy Thomas and Henry Thomas.

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

Call to the Public – None

Litchfield Historical Society Request – There was a short discussion amongst the board regarding the 211 Mill Street property. Councilman Bannick moved to reduce the 211 Mill Street lien amount from \$8,424.00 and sell property to the Litchfield Historical Society for an amount of \$3,000.00, seconded by Councilman Siebert. Clerk Ballinger requested a roll call vote. There were 7 yeas and 0 nays. Motion Carried.

Discuss Memorandum of Understanding Speedrack – Councilman Smith moved to adopt the Memorandum of Understanding between Speedrack & the City of Litchfield and authorizes the Mayor to sign, seconded by Councilman Bannick. Motion Carried.

Request City Manager Vacation Time Review – Clerk Ballinger informed the board that the City Manager Terry earns his annual vacation time on November 15th. Manager Terry currently still has vacation time to roll over with the board's permission; Manager Terry is also requesting to give 8 hours of his vacation time to each full time employee and 4 hours vacation time to each part time employees. This will still leave Manager Terry with 32.88 days to use over the next year. Councilman Bannick moved to approve the City Managers vacation request, seconded by Councilman Reynolds. Motion Carried.

Bills for Approval – Councilman Bannick moved to approve the bills in the amount of \$153,939.52 and apply to the proper accounts, seconded by Councilwoman Bills. Motion carried.

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

Public Works Report – Councilman Siebert moved to accept the public works report as presented, seconded by Councilwoman Bills.

Treasurers Update – Stated the auditors done their field work during the last month and everything went really well. Auditors are still in the process of making changes to the financial statements and will present to the board in December. The city has received its health, vision and dental insurance renewal and it came in below what was budgeted and the employees are contributing 20% of that cost so some of their costs went up.

City Manager's Update – Manager Terry stated that the paving on N. Chicago and Pioneer Drive has been completed. There is still a little more touch up to do and next month the city will receive the final bill.

Manager Terry stated that he has been very busy with TIFA and growth in the industrial park.

Correspondence – Mayor, Smith acknowledged Clerk Ballinger's recertification as a Certified Michigan Municipal Clerk.

Mayor Smith stated that he has one more thing to add to the agenda and it's the Purchase Agreement for Hi-Lex regarding building in the industrial park. Mayor Smith asked the board if there were any questions about the sale of the property.

Councilman Smith moved to accept the Purchase Agreement/Sale with Hi-Lex and authorizes the Mayor to sign, seconded by Councilman Bannick. Motion Carried.

Mayor Smith informed the board that the house located at 230 Jonesville Street has had a plan put together to demolish and remove the house, sell the lot to the neighboring business. Demolition will cost \$10,000.00; the lot would be sold for \$7,000.00. Now, the DDA was going to contribute \$5,000.00 and private investors that are willing to contribute another \$2,500.00 which leaves a balance of \$2,500.00 that is needed to make this happen. After some discussion amongst board members it was consensus of the board not to contribute the other needed \$2,500.00.

Committee Reports – None

Councilpersons Concerns – None

Adjournment – Councilman Smith moved to adjourn at 7:00 p.m., seconded by Councilman Bannick. Motion carried.