

REGULAR MEETING
Litchfield City Council - City Council Room
October 20, 2015 - 6:30 PM

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

Roll Call: Present – Mayor Smith, Councilpersons - OR Smith Jessica Bills, – Rick Siebert, Dan Efstathiou and Don Bannick.

Absent: Brenda Thomas.

Also Present – City Manager- Douglas Terry, Clerk-Susan Ballinger, Chief-Dan Roberts, Treasurer, Jill Howard, Deputy Clerk/Admin. Asst. – Lauren Skelly, DPW Superintendent-Tony Langhann, Brett Smith, Melinda DinWiddie, John Michelin, Chuck Hoard-N. Country Trail, Andy Reynolds and Mike Warner- Index.

Councilman, Smith motioned to excuse the absence of board member Brenda Thomas, seconded by Councilwomen Siebert. Motion Carried.

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

Call to the Public – None

2015 IFT Report – Assessor James Uyl – Assessor, Uyl updated the board with current IFT totals for the industrial park. Councilman, Efstathiou motioned to accept the 2015 IFT report as presented, seconded by Councilwoman, Bills. Motion Carried.

Public Hearing-Re-zone Litchfield Elementary School Property – Mayor, Smith opened the public hearing at 6:39p.m. Manager, Terry informed the board and attending residents on the current status of the elementary property and the purpose of the re-zoning request. Mayor, Smith asked if anyone from the public had any questions and/or comments; with none Mayor, Smith closed the public hearing at 6:43 p.m.

First Reading, Ordinance 2015-04 –Re-Zone Litchfield Elementary School Property from R-1to R-2 – Clerk, Ballinger gave the first reading of Ordinance 2015-04 with no action from the board required at this time.

Second Reading/Adoption-Ordinance 2015-02- Amend Chapter 604 of Part Six-Establish Regulations for the keeping of animals within the city, prohibit the keeping of vicious animals or cruelty to animals & provide criminal & civil penalties for violations. – Manager, Terry informed the board that there soon will be another ordinance presented to the board regarding non-domestic animals for their review. Councilman, Bannick moved to adopt Ordinance 2015-02, seconded by Councilwoman, Bills. Motion Carried.

Second Reading/Adoption-Ordinance 2015-03- Amend Section 202.99 of Chapter 202 Set Forth the Penalties for Misdemeanor Violations & Civil Infraction Violations- Councilman, Bannick moved to adopt Ordinance 2015-03, seconded by Councilman, Smith. Motion Carried.

First Reading Ordinance 2015-05 Amend Section 220.01 to change the regular meeting of Litchfield City Council from the 2nd Tuesday of each calendar to the 3rd Tuesday of each calendar month. Clerk, Ballinger gave the first reading of Ordinance 2015-05 with no action from the board required at this time.

Approve DPW Facility Fence Installation – Councilman, Smith motioned to allow Manager, Terry to sign the contract agreement with Warren Fence for installation of fencing at 928 Anderson Road for an amount of \$20,630, seconded by Councilman, Bannick Motion Carried.

Discuss Water Department-Variable Frequency Drive – Manager, Terry stated that the city has discussed in the past the possibility of putting variable drive devices on our motors which control our pumps on the water well pumps. Manager, Terry went on to inform the board of the efficiency of the VFD pumps and the cost of electrical savings that will be seen down the road. The expense is in the city's current budget. Councilman, Bannick motioned to award the bid to Peerless Midwest to install the Variable Frequency Devices – (VFD's) on four well pumps in the amount of \$35, 813.00, seconded by Councilman, Smith. Motion Carried.

North Country Trail-Memorandum of Understanding – Manager, Terry presented the board with a sample Memorandum of Understanding from the North Country Trails Association. Manager, Terry informed the board that the association has been very active in our community in developing the Nature Trail and some of the scenic property that the city has which runs near the old lagoons. The Rotary Club has taken interest in keeping up the river and the mill run free of debris in order to develop kayak and canoeing. So what the administration is asking that at our next meeting is to bring back a custom fitted memorandum with our community's needs and wants and then develop a partnership with the North Country Trail Association. Manager, Terry stated he would like an endorsement to proceed from the board. Councilman, Smith asked if there is any cost involved or additional work that the city would need to do. Manger, Terry stated there is potential of that, it depends how elaborate the city would want to get with the trail, so far, the North Country Trail Association has picked up all and any costs. The association has put up signs, clearing of the trail itself and direction arrows. Also, it is great for our own citizens and students to take advantage of our Nature Trail. Chuck Hoard, representative of the association informed the board the trail is overseen by the National Park Service so the city would have the opportunity to apply for grants through them, so if there is any cost or if the city would like to put in a campsite or something the city could apply for grants. Mr. Hoard stated the trail will take someone as far as North Dakota or New York by following the painted blue blazes on the trees. The trail is 4,600 miles long and it's pretty unique that Litchfield has the trail going right through it. Mayor, Smith asked the board for a consensus for the administration to put together a memorandum for the City of Litchfield. The board agreed in full consensus to allow the administration to move forward with the trail memorandum.

Accept Resignation Library board- Diane Brenner –Councilman, Bannick motioned to accept the resignation letter from Diane Brenner with regrets, seconded by Councilman, Smith. Motion Carried.

Compensation Committee Re-Appointment – Patsy Jones – Councilman, Smith moved to re-appoint Patsy Jones to the compensation committee, seconded by Councilman, Siebert. Motion Carried.

Bills for Approval – Councilman, Bannick moved to approve the bills in the amount of \$52,472.52 and apply to the proper accounts, seconded by Councilman, Siebert. Motion Carried.

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

Public Works Report – Councilman, Siebert moved to accept the public works report as presented and place on file, seconded by Councilwoman Bills. Motion Carried.

Treasurers Update – Treasurer, Howard informed the board that the auditors are currently in the process of preparing the financial statements. The audit report should be available at the next meeting. Also, she asked if the board had any questions regarding the quarterly report. Treasurer, Howard stated that at November's meeting the administration will discuss a new health insurance policy.

City Manager's Update – Manager, Terry informed that board that he will be meeting with mechanical engineers on Thursday afternoon regarding the pool and anyone is welcome to participate in that meeting. Manager, Terry requested to carry over of his vacation hours. Councilman, Bannick motioned to allow the city manager to carry over his accrued vacation hours as of November 15, 2015, seconded by Councilman, Smith. Motion Carried.

Correspondence –

Committee Reports –

Councilman Concerns-

Adjournment – Councilman, Smith moved to adjourn at 7:10 p.m., seconded by Councilman, Bannick Motion Carried.