

## **COUNCIL PROCEEDINGS**

### **Regular Meeting**

**November 9, 2015**

**CALL TO ORDER:** By Mayor Lewis on Monday, November 9, 2015 at 7:15 p.m.

**PRESENT:** Councilmembers Bahmer, Johnston, Mitchell, Ridge, Russo, Mayor Lewis, City Clerk Terpstra and City Manager Guetschow.

The invocation was offered by City Manager Guetschow followed by the Pledge of Allegiance.

**APPROVAL OF MINUTES FOR REGULAR MEETING OF OCTOBER 26, 2015:** Councilmember Ridge moved, supported by Mitchell to approve the minutes of October 26, 2015 as presented. Carried. 6 Yes. 0 No. 1 Absent (Sanders)

**ABSENT:** Mayor Pro-Tem Sanders.

**Councilmember Ridge moved, supported by Mitchell to excuse Mayor Pro-Tem Sanders. Carried. 6 Yes. 0 No.**

**PUBLIC HEARINGS:** None.

**PUBLIC COMMENT:** Tom Barrett, State Representative, 71<sup>st</sup> District, congratulated the new councilmembers on their successful victories. He invited all councilmembers to contact him on any issues they may have. He stated that his cell phone number is (517)224-6266 and his office number is (517)373-0853.

**Mary Jean Baker, 406 E. Third,** congratulated the newly elected councilmembers. She encouraged them to attend Michigan Municipal League training on December 9<sup>th</sup>. She congratulated Madelynn Hull on her performance in Singin in the Rain. She gave the year end report on EATRAN.

**CHARLOTTE HIGH SCHOOL LIAISON:** Madelynn Hull was not present.

**APPROVAL OF AGENDA:** Councilmember Ridge moved, supported by Russo to approve the agenda with item 14a being changed to read “Consider approving first reading of Resolution No. 2015-25 for purchase of eCitation/eCrash Software/Hardware. Carried. 6 Yes. 0 No. 1 Absent (Sanders)

### **SPECIAL PRESENTATIONS:**

#### **A. PLANTE & MORAN PRESENTATION OF FY 2015/2016 AUDIT:**

William Brickey and Marie Stiegel, representing Plante & Moran presented the FY 2014/2015 Audit. They stated that at year end the city was three percent below budget on all general fund accounts. The Owens-Brockway lawsuit was settled. The City continues to invest in its infrastructure and some debt was refinanced to save interest. There has been some GASB 68 changes that affect how reporting is handled for pensions.

City Manager Guetschow reminded council that there will be a special meeting at 6:00 P.M. before the next council meeting on Monday, November 23<sup>rd</sup>, in which Plante & Moran will teach Government Finance 101.

**EXPEDITED RESOLUTIONS AND ORDINANCES**

**A. RESOLUTION 2015-24 TO APPROVE CLAIMS AND ACCOUNTS:**

**WHEREAS**, Section 7.7 (B) of the City Charter requires

Council approval for the expenditure of city funds; and

**WHEREAS**, the October 30, 2015 payroll totaled \$141,101.65; and

**WHEREAS**, the November 9, 2015 claims total \$130,182.34;

**THEREFORE, BE IT RESOLVED** that the City Council approves claims and accounts for November 9, 2015 in the amount of \$271,283.99.

Councilmember Bahmer questioned several claims for clarification.

**APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL VOTE:** Councilmember Ridge, moved, supported by Johnston to approve Resolution 2015-24 for expenditures of the City for November 9, 2015 as presented. 6 Yes. 0 No. 1 Absent (Sanders)

**ACTION ITEMS- RESOLUTIONS AND ORDINANCES:**

None.

**INTRODUCTION OF RESOLUTIONS AND ORDINANCES:**

**A. CONSIDER APPROVING FIRST READING OF RESOLUTION NO. 2015-25 FOR PURCHASE OF ECITATION/ECRASH SOFTWARE/HARDWARE:**

Resolution No. 2015-25 was introduced, reading as follows:

**WHEREAS**, in order to keep up with the changing methods and times, it is necessary to simplify the process by which we issue and maintain traffic citations; and

**WHEREAS**, there is a need to be compatible with our partnering entities; The State of Michigan, 56<sup>th</sup> District Court, Eaton County Prosecutor and the Eaton County Sheriff's Office; and

**WHEREAS**, this purchase will allow us to increase officer safety, as well as document and transmit citations electronically to Records Management systems used within our City and County; and

**WHEREAS**, LexisNexis is the provider for above listed entities, has submitted a proposal in the amount of \$7,595.50 to supply our agency with the software, hardware and support needed to meet the Court and State of Michigan specifications.

**THEREFORE, BE IT RESOLVED** That the City enter into a purchase agreement with LexisNexis to provide the specified services, software and hardware for the Police Department.

Councilmember Ridge questioned the type of printers that are being purchased. She would like to look for other vendors to see what other options are available.

**Councilmember Ridge moved, supported by Russo to approve the first reading of Resolution No. 2015-25 for purchase of eCitation/eCrash Software/Hardware. Carried. 6 Yes. 0 No. 1 Absent (Sanders)**

## **COMMUNICATIONS AND COMMITTEE REPORTS**

**CITY ATTORNEY REPORT:** None.

**CITY MANAGER REPORT:** City Manager Guetschow stated that Attorney Hitch will be at the next meeting. He reminded council of the special meeting to be held at 6:00 P.M. on November 23<sup>rd</sup> for Government Finance 101. The final leaf collection will take place the week of November 16<sup>th</sup>. All city offices will be closed on Wednesday, November 11<sup>th</sup> in observance of Veterans Day. He will be out of the office November 12<sup>th</sup> and 13<sup>th</sup>.

## **COUNCILMEMBER COMMITTEE REPORTS:**

- Councilmember Ridge reported that the Charlotte Area Recreation Co-op is working on drawings for the softball fields. They will have a final plan by December 18, 2015. The bid process will start in the spring. They are working to update the five year Master Plan for the parks. There will be a meeting on November 12, 2015 at Carmel Township with the Step by Step committee giving an update. There will be a presentation by Rotary representative Al Hirt on lighting at the sledding hill. Dan VanderStelt, Kiwanis representative, will be there to talk about the Miracle League.

**PUBLIC COMMENT:** Zachary Story, 105 ½ S. Cochran, congratulated the Mayor and council on their victories in the election.

## **MAYOR AND COUNCIL COMMENTS:**

- Councilmember Johnston thanked citizens that supported him in the election. He thanked Veterans for their service.
- Councilmember Russo thanked everyone for their support and encouraged citizens to keep attending meetings.
- Councilmember Ridge thanked everyone for attending. She stated that training will be coming up in January and February for the Main Street Project. She congratulated Mayor Lewis and fellow councilmembers on their election.
- Councilmember Mitchell thanked everyone for coming out. He thanked representative Barrette for attending.
- Councilmember Bahmer thanked the citizens who participated in the election. He thanked all the Veterans. He remembered Dave Huber and stated that he will be sorely missed. He wished everyone well in the upcoming Michigan Firearm deer season.
- Mayor Lewis thanked everyone for coming. He thanked all voters. He stated that it was a very good campaign. He announced several openings on boards and asked that anyone interested to apply. He announced a concert at CPAC on November 10<sup>th</sup> at 7 PM. He thanked all city staff that work to make the election run smoothly. He stated that he looks forward to working together and moving forward with a balanced approach.

**Councilmember Mitchell moved, second by Johnston to adjourn at 8:10 p.m. Carried. 6 Yes. 0 No. 1 Absent (Sanders)**

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Mayor Tim Lewis

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Ginger Terpstra, City Clerk