

COUNCIL PROCEEDINGS
Regular Meeting
December 26, 2018

CALL TO ORDER: By Mayor Lewis on Tuesday, December 26, 2018 at 7:00 p.m.

PRESENT: Councilmembers Dyer, Ridge, Russo, Mayor Pro-Tem Baker, Mitchell, Mayor Lewis, City Clerk Terpstra and City Manager Guetschow.

The invocation was offered by Pastor Chuck Jenson, Carmel Church followed by the Pledge of Allegiance.

APPROVAL OF MINUTES FOR REGULAR MEETING OF December 10, 2018: Mayor Pro-Tem Baker moved, supported by Ridge to approve the regular meeting minutes of December 10, 2018 as presented. Carried. 6 Yes. 0 No.

ABSENT: None.

PUBLIC HEARINGS: None.

PUBLIC COMMENTS: Don Sovey, 106 Kensington Ct., spoke in support of Dan Christian and his accomplishments at the Charlotte Aquatic Center.

Steven Kineman, 388 N.Wheaton, spoke in support of Dan Christian for appointment to City Council seat.

APPROVAL OF AGENDA: Council member Ridge moved, supported by Russo to approve the agenda with the correction to the amount of the claims as presented. Carried. 6 Yes. 0 No.

SPECIAL PRESENTATIONS:

CONSIDER COUNCIL DISTRICT 2 CANDIDATES:

Daniel Christian, 141 Legacy Park Dr., thanked council for the opportunity to express his interest in serving on the City Council. He spoke of his interest in helping his community. He is the Aquatic Center Supervisor for Charlotte Public Schools.

Mayor Pro-Tem Baker moved, supported by Ridge to appoint Daniel Christian to the open seat District 2 council seat. Carried. 6 Yes. 0 No.

Mayor Lewis called for any other nominations. There were none.

Clerk Terpstra administered the Oath of Office to Daniel Christian.

EXPEDITED RESOLUTIONS AND ORDINANCES

A. CONSIDER APPROVAL OF RESOLUTION NO. 2018-142 TO AUTHORIZE A CONTRACT WITH WOOD ENVIRONMENTAL & INFRASTRUCTURE SOLUTIONS, INC. FOR SERVICES RELATED TO REMOVAL OF TWO UNDERGROUND STORAGE TANKS:

A RESOLUTION TO AUTHORIZE A CONTRACT WITH WOOD ENVIRONMENT & INFRASTRUCTURE

SOLUTIONS, INC. FOR SERVICES RELATED TO REMOVAL OF TWO UNDERGROUND STORAGE TANKS

WHEREAS, the diesel powered generators at the wastewater treatment plant and Tirrell Lift Station are currently being replaced with natural gas generators; and

WHEREAS, each location uses a 1,000 gallon underground storage tank (UST) for fuel storage; and

WHEREAS, tank removals are a part of the generator projects and will eliminate the need for annual MDEQ fees, insurance fees, and tightness test fees; and

WHEREAS, Wood Environment & Infrastructure Solutions, Inc. has provided environmental services for the City on various levels and has vast experience removing USTs; and

WHEREAS, Wood has submitted a proposal to prepare MDEQ paperwork, prepare bid specifications for removal, and meet the requirements of a “clean closure” per Michigan Underground Storage Tank Rules (MUSTR), 2012 AACRS R 29.2101 for a not to exceed amount of \$17,620.00, and

WHEREAS, the City will contract directly with an excavator for the tank removal, and

WHEREAS, the project fees will be charged to the water and sewer budget.

THEREFORE, BE IT RESOLVED that the City Council enter into a contract with Wood Environment & Infrastructure Solutions, Inc. to provide the above mentioned services and that the Mayor or Clerk be directed to sign said contract on behalf of the City pending contract review by the City Attorney.

Council member Ridge moved, supported by Dyer to approve Resolution No. 2018-142 to authorize a contract with Wood Environmental & Infrastructure Solutions, Inc. for services related to removal of Two Underground Storage Tanks as presented. Carried. 7 Yes. 0 No.

B. CONSIDER APPROVAL OF RESOLUTION NO. 2018-143 MAYORAL APPOINTMENT-AIRPORT ADVISORY BOARD:

A RESOLUTION TO APPROVE MAYORAL APPOINTMENT

WHEREAS, a need for an appointments to the Airport Advisory Board exists; and

WHEREAS, Mayor Lewis is recommending the following individuals to be appointed and reappointed to this board:

Name	Board	Term Ending
David Argo	Airport Advisory Board	4/1/2021
Dave Roberts	Airport Advisory Board	4/1/2021

THEREFORE, BE IT RESOLVED that the appointments listed above shall be and the same are hereby approved.

Mayor Pro-Tem Baker moved, supported by Dyer to approve Resolution No. 2018-143 mayoral appointment to Airport Advisory Board as presented. Carried. 7 Yes. 0 No.

C. CONSIDER APPROVAL RESOLUTION NO. 2018-147 FOR SELECTION OF CONSULTANT FOR MDOT TRAFFIC STUDY:

A RESOLUTION TO APPROVE THE SELECTION OF PROGRESSIVE AE FOR TRAFFIC ENGINEERING SERVICES, AND TO AUTHORIZE THE NEGOTIATION OF A CONTRACT FOR SAID SERVICES

WHEREAS, the City of Charlotte wishes to undertake a traffic study for M-50/Cochran Avenue in the City; and

WHEREAS, the City undertook a selection process that evaluated 5 firms prequalified by the Michigan Department of Transportation; and

WHEREAS, City staff is recommending the selection of Progressive AE, based on that firm's qualifications and experience.

THEREFORE, BE IT RESOLVED that the City of Charlotte City Council hereby confirms the selection of Progressive AE for these services.

BE IT FURTHER RESOLVED that City Manager Gregg Guetschow and other City of Charlotte staff members he may assign are hereby authorized to negotiate an agreement with Progressive AE specifying the scope of the consultant services, as well as the terms under which they will be performed; and that this agreement will be subject to the further approval of the City of Charlotte City Council.

Council member Ridge moved, supported by Dyer to approve Resolution No. 2018-147 for selection of consultant for MDOT traffic study as presented. Carried. 7 Yes. 0 No.

D. CONSIDER APPROVAL OF RESOLUTION NO. 2018-144 REGARDING CLAIMS & ACCOUNTS: RESOLUTION NO. 2018-144

A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY FOR DECEMBER 26, 2018

WHEREAS, Section 7.7 (B) of the City Charter requires Council approval for the expenditure of city funds; and

WHEREAS, the December 21, 2018 payroll totaled \$159,872.65;

WHEREAS, the December 26, 2018 claims total \$184,890.93;

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for December 26, 2018 in the amount of \$344,763.58

APPROVAL OF CLAIMS AND ACCOUNTS BY ROLL CALL VOTE: Mayor Pro-Tem Baker moved, supported by Dyer to approve Resolution 2018-144 for expenditures of the City for December 26, 2018 and change the amount to \$343,547.70 with the deletion of Avery Oil & Propane in the amount of \$1215.88 as presented. Carried. 7 Yes. 0 No.

ACTION ITEMS – RESOLUTIONS AND ORDINANCES:
None.

INTRODUCTION OF RESOLUTIONS AND ORDINANCES:

A. CONSIDER FIRST READING RESOLUTION NO. 2018-145 TO AUTHORIZE THE REPLACEMENT OF TRICKLING FILTER ARMS WWTP: RESOLUTION NO. 2018-145

A RESOLUTION TO AUTHORIZE THE REPLACEMENT OF TRICKLING FILTER ARMS AT THE WASTEWATER TREATMENT PLANT

WHEREAS, the distribution arms of the trickling filters are an essential component for the proper distribution of water throughout the trickling filters allowing the plant to meet its permit requirements; and

WHEREAS, the two mast arms in the south trickling filter have now deteriorated to a point that they need to be replaced; and

WHEREAS, the arms have been ordered from WesTech prior to the installation bid due to long lead times for delivery; and

WHEREAS, sealed bids were received for the project ranged from \$10,663.00 to \$22,203.00; and

WHEREAS, the lowest responsible bidder was Allied Mechanical Services of Grand Rapids, MI in the amount of \$10,663.00.

THEREFORE, BE IT RESOLVED That the City Council approve the replacement of the trickling filter mast by Allied Mechanical Services and it be paid for from the Water and Sewer Fund.

Council member Ridge moved, supported by Baker to approve first reading Resolution No. 2018-145 to authorize the replacement of trickling filter arms WWTP as presented. Carried. 7 Yes. 0 No.

B. CONSIDER FIRST READING RESOLUTION NO. 2018-146 TO APPROVE FERRIC ROOM DEMOLITION WWTP:

RESOLUTION NO. 2018-146

A RESOLUTION TO AUTHORIZE THE DEMOLITION IN THE FERRIC CHLORIDE ROOM AT THE WASTEWATER TREATMENT PLANT

WHEREAS, the ferric chloride equipment was corroded and replaced in a separate building at the wastewater treatment plant in 2017; and

WHEREAS, the demolition of the existing equipment was value engineered out of the contract to relocate the equipment; and

WHEREAS, the current year budget allowed for that demolition; and

WHEREAS, sealed bids were received for the project ranged from \$19,998.00 to \$48,890.00; and

WHEREAS, the lowest responsible bidder was Franklin Holwerda Company of Wyoming, MI in the amount of \$19,998.00.

THEREFORE, BE IT RESOLVED That the City Council approve the demolition of equipment in the ferric room by Franklin Holwerda Company and it be paid for from the Water and Sewer Fund.

Council member Ridge moved, supported by Dyer to approve first reading Resolution No. 2018-146 to approve ferric room demolition WWTP as presented. Carried. 7 Yes. 0 No.

C. CONSIDER FIRST READING RESOLUTION NO. 2018-148 TO APPROVE MDOT CONTRACT NO. 2019-0028 FOR AUTOMATED WEATHER OBSERVATION SYSTEM AT FITCH H. BEACH MUNICIPAL AIRPORT:

RESOLUTION NO. 2018 -148

**A RESOLUTION TO APPROVE MDOT CONTRACT NO.
2019-0028**

WHEREAS, the City of Charlotte wishes to maintain an Automated Weather Observation System at Fitch H. Beach Municipal Airport; and

WHEREAS, the ongoing operation and maintenance of this system is accomplished through a partnership between the City of Charlotte and the Michigan Department of Transportation; and

WHEREAS, MDOT Contract No. 2019-0028 is five year agreement between the City of Charlotte and the Michigan Department of Transportation specifying the terms of this partnership.

THEREFORE, BE IT RESOLVED that the City of Charlotte City Council hereby approves the agreement known as MDOT Contract No. 2019-0028 and authorizes its execution.

Mayor Pro-Tem Baker moved, supported by Russo to approve first reading Resolution No. 2018-148 to approve MDOT Contract No. 2019-0028 for Automated Weather Observation System at Fitch H. Beach Municipal Airport as presented. Carried. 7 Yes. 0 No.

**D. CONSIDER FIRST READING OF RESOLUTION NO.
2018-149 TO AUTHORIZE SIGNATORIES FOR
MDOT CONTRACT NO. 2019-0028:**

**A RESOLUTION TO AUTHORIZE SIGNATORIES
FOR MDOT CONTRACT NO. 2019-0028**

WHEREAS, the City of Charlotte wishes to enter into an agreement with the Michigan Department of Transportation Bureau of Aeronautics; and

WHEREAS, this agreement is known as MDOT Contract No. 2019-0028; and

WHEREAS, the terms of this agreement require passage of a resolution authorizing official signatories.

THEREFORE, BE IT RESOLVED that the City of Charlotte hereby authorizes Mayor Tim Lewis and City Clerk Ginger Terpstra to sign MDOT Contract No. 2019-0028, as well as any supporting documents that include necessary certifications and assurances.

Council member Ridge moved, supported by Russo to approve first reading Resolution No. 2018-149 to authorize signatories for MDOT Contract No. 2019-0028 as presented. Carried. 7 Yes. 0 No

COMMUNICATIONS AND COMMITTEE REPORTS

CITY ATTORNEY REPORT: Not present. Report included in packet.

CITY MANAGER REPORT: City Manager Guetschow reported that city employees will be contributing to their health care coverage for the first time starting in January. The payroll conversion is ready to be launched for the next payroll. The first conference calls are set for the launch of the new software program. The audit presentation is set for the January 21st meeting. The City received an award from Asphalt Pavement Association of Michigan for the State and Lincoln

Street project. The City Attorney is working on preparing an “opt-out” ordinance pursuant to recreational marijuana.

The vaping presentation that Council member Russo arranged will be on January 14th. The police chief and City Attorney Molly Coscorelli will be present to discuss also.

COUNCILMEMBER COMMITTEE REPORTS:

- Council member Ridge reported that there was a Recreation Co-op meeting held on December 13th where they approved a grant for a speaker system for Courthouse Square.

PUBLIC COMMENT: None.

MAYOR AND COUNCIL COMMENTS:

- Council member Russo welcomed new member Christian.
- Council member Ridge welcomed Dan Christian to the council. She stated she has worked with Dan through the Recreation Co-op and he is always listening and feels he will be valuable to the council and community. She stated that Charlotte Christmas, held December 22nd at Courthouse Square was a success. She stated they estimated 800 to 1000 were in attendance. There was live reindeer, Santa, story tellers and even the Grinch.
- Council member Dyer stated he hoped everyone had a Merry Christmas and welcomed Council member Christian.
- Council member Mitchell welcomed Council member Christian.

- Mayor Pro-Tem Baker welcomed Council member Christian to the council. He stated he would like to revisit the meeting date change for more discussion as the first and third meetings may interfere with elections etc.
- Council member Christian thanked everyone for their warm welcomes and looks forward to serving on the Council.
- Mayor Lewis welcomed Council member Christian. He thanked department heads and city employees who worked over the holidays to keep the city safe. He stated he judged a talent contest at the High School and spoke of all the talented students that we have in Charlotte. He stated that he has asked the High School to appoint an 18 year old student to the Parks Board.

Council member Ridge moved, seconded by Dyer to adjourn at 7:47 p.m. Carried. 7 Yes. 0 No.

Mayor Tim Lewis

Ginger Terpstra, City Clerk, CMMC