

**CITY OF CHARLOTTE
COUNCIL PROCEEDINGS**

**Regular Council Meeting
November 15, 2021**

CALL TO ORDER:

By Mayor Armitage on Monday November 15, 2021 at 7:05 p.m.

ROLL CALL:

Mayor Armitage, Mayor Pro-Tem Weissenborn, Council members Dyer, Rodriguez, Van Langevelde, Lake, Horvath, also in attendance were the City Manager LaPere and City Clerk LaRocque

INVOCATION:

By Pastor Dennis Weeks

PLEDGE OF ALLEGIANCE:

Led by Mayor Armitage

APPROVAL OF MINUTES:

November 1, 2021 Regular Council Meeting Minutes and November 8, 2021 Organizational Council Meeting Minutes

Moved by Dyer, supported by Weissenborn to approved the meeting minutes as presented by the following vote; Yea 7; Nay 0; Absent 0, Motion passed.

EXCUSE ABSENT MEMBERS:

All present.

PUBLIC COMMENT:

No comments

APPROVAL OF REGULAR AGENDA:

Motion by Dyer, supported by Weissenborn to approve the regular agenda as published. Yea 7; Nay 0; Absent 0, Motion passed.

EXPEDITED RESOLUTIONS AND ORDINANCES:

a. Consider Resolution 2021-157 Approval of Claims and Expenditures.

RESOLUTION NO. 2021-157

A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY OF CHARLOTTE FOR NOVEMBER 15, 2021

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

WHEREAS, the OCTOBER 30, 2021, payroll totaled \$91,088.89; and
WHEREAS, the NOVEMBER 13, 2021, payroll totaled \$133,568.08; and
WHEREAS, the NOVEMBER 01, 2021, insurance claims totaled \$728.48; and
WHEREAS, the NOVEMBER 08, 2021 insurance claims totaled \$1,547.60; and
WHEREAS, the NOVEMBER 10, 2021 claims total \$148,805.31;
THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for NOVEMBER 15, 2021, in the amount of \$375,738.36

Moved by Dyer, supported by Weissenborn to approve Resolution 2021-157 by the following vote Yea 7; Nay 0; Absent 0. Motion passed.

INTRODUCTION OF RESOLUTIONS AND ORDINANCES:

a. Consider Ordinance 2021-11 Meeting dates and ratify 2021 decisions

Introduced: November 15, 2021

Adopted:

Effective:

**CITY OF CHARLOTTE
ORDINANCE NO.2021-11**

AN ORDINANCE TO IMPLEMENT SECTION 6 OF THE SCHEDULE APPENDED TO THE CHARTER OF THE CITY OF CHARLOTTE TO CHANGE THE WEEKS OF THE MONTH IN WHICH CITY COUNCIL MEETINGS ARE HELD IN THE CITY OF CHARLOTTE.

Council member Dyer moved the following:

THE CITY OF CHARLOTTE ORDAINS:

RECITALS

WHEREAS, Section 6 of the Schedule appended to the Charter of the City of Charlotte states that until otherwise provided by ordinance, regular meetings of the City Council shall be held on the second and fourth Monday of each calendar month; and

WHEREAS, the City Council, by resolutions, adopted November 12, 2019 and December 14, 2020, provided that the regular meetings of the City Council were to be held on the first and third Monday of each calendar month; and

WHEREAS, all regular meetings of the City Council have taken place on the first and third Mondays of each month in full compliance of the Michigan Open Meetings Act, MCL 15.261, et seq., and

WHEREAS, it has been determined that it is best that the meeting schedule come into compliance with the requirements of Section 6 of the schedule of the Charter of the City of Charlotte by adopting an ordinance making effective such change.

NOW, THEREFORE, the City of Charlotte ordains as follows:

1. Meeting Days. All regular meetings of the City Council shall be held in the established Council Chamber in City Hall on the first and third Monday of each calendar month, except where modified by resolution of the City Council.
2. Ratification and Reaffirmation of Prior Council Actions. The City Council hereby ratifies and reaffirms all actions taken by the City Council at any and all of the prior regular meetings of the City Council which were held on the first and third Mondays of each calendar month as authorized by the City Council in 2020.

3. Further Council Date Changes. From the effective date of this ordinance, the City Council may, by resolution, change the weeks of the month in which Council meetings are to occur. This ordinance shall become effective 20 days after adoption and that the above ordinance be passed to a second reading.

Second by Weissenborn, to approve Ordinance 2021-11, and pass for a second reading by the following vote; Yea 7, Nay 0, Absent 0. Motion passed

b. Consider Resolution 2021-158 To Authorize a Contract with Biotech Agronomics, Inc. for Bio-Solid injection

**RESOLUTION NO. 2021-158
A RESOLUTION TO AUTHORIZE A CONTRACT
WITH BIOTECH AGRONOMICS, INC. FOR BIO-
SOLIDS INJECTION**

WHEREAS, the wastewater treatment plant continually produces bio-solids as part of the treatment process; and **WHEREAS**, each year funds are allocated for the disposal of bio-solids; and

WHEREAS, sealed bids were received on Tuesday, November 9, 2021 for the land application of the bio-solids; and

WHEREAS, Biotech Agronomics, Inc. submitted the lowest per gallon price of \$0.044 per gallon to dispose of the bio-solids and \$400/ hour for digester cleaning services; and

WHEREAS, the contract is for one year with the option of 2-one-year renewals based on performance for a total a three-year contract; and

WHEREAS, Biotech Agronomics was awarded the last City contract for bio-solids removal, and their work was satisfactory; and

THEREFORE, BE IT RESOLVED that the City enter into a contract with Biotech Agronomics, Inc. for the injection disposal of bio-solids in the amount of \$0.044 per gallon.

BE IT FURTHER RESOLVED that the City enter into a contract with Biotech Agronomics, Inc. for the cleaning of the digesters on an as needed basis at the rate of \$400/ hour.

The foregoing resolution was presented by Dyer and supported by Weissenborn for approval to be moved for a second reading by the following vote; Yea 7; Nay 0; Absent 0. Motion passed.

c Consider Resolution 2021-159 To Authorize Purchase of Water Meters and Appurtenances

RESOLUTION NO. 2021-159

A RESOLUTION TO AUTHORIZE PURCHASE OF WATER METERS AND APPURTENANCES

WHEREAS, the City utilizes a single brand of water meters throughout the City to keep costs low and efficiencies high; and **WHEREAS**, the DPW is continually replacing and upgrading old meters to maintain accuracy; and

WHEREAS, the FY 2021-2022 budget included funding for the purchase of meters, wire, remote readers, meter transceivers as well as other related equipment; and

WHEREAS, DPW staff has received a quote in the amount of \$28,310.00 from ETNA Supply for meters to meet the future needs; and

WHEREAS, with supply chain issues, estimated delivery is 44 weeks which pushes into the next fiscal year; and

WHEREAS, ETNA Supply is the sole vendor for the lower peninsula of Michigan authorized to sell this brand of equipment in our region of the United States; and

WHEREAS, Section 2-186 of the City Ordinances allows for the waiver of sealed bids for purchases over the amount of \$5,000 and the required three quotes for purchases over \$2,500.

THEREFORE, BE IT RESOLVED That the city council authorizes the purchase of the meters and appurtenances from ETNA Supply in the amount of \$28,310.00 and agrees to waive

the sealed bid process because the equipment is available only through a single vendor. There are no competitive quotes available.

The foregoing resolution was presented by Dyer and supported by Weissenborn for approval to be moved for a second reading by the following vote; Yea 7; Nay 0; Absent 0. Motion passed.

d Consider Resolution 2021-160 To Authorize a Contract with H2O Compliance Services

**RESOLUTION NO. 2021-160
A RESOLUTION TO AUTHORIZE A CONTRACT
WITH H2O COMPLIANCE SERVICES, INC. FOR
SERVICES RELATED TO CROSS CONNECTION
CONTROL**

WHEREAS, a water cross connection is a connection between potable drinking water pipe and a non-potable source; and
WHEREAS, the Michigan Department of Environment, Great Lakes & Energy requires an approved Cross Connection Program from municipalities that include on-site surveys and addressing potential cross connections; and
WHEREAS, the DPW's Water Division has been working with H2O Compliance on inspections for the last three years,

however additional assistance and expertise is still necessary due to an increase in staff responsibilities which have been focusing on new State and Federal mandates and lack of support staff; and
WHEREAS, H2O Compliance was the lowest cost of three proposals in 2018 for completing the required inspections and managing the database for approximately 500 sites over a three-year period and has been performing the work satisfactorily, and
WHEREAS, H2O Compliance Services, Inc. of Owosso presented the same fee proposal of \$43,837.20 for a three-year contract extension, and

WHEREAS, the \$ 14,612.40 annual fee has been budgeted and will be billed to the water and sewer budget.

THEREFORE, BE IT RESOLVED that the City Council enter into a contract with H2O Compliance Services, Inc. of Owosso to provide the above-mentioned services and that the Mayor or Clerk be directed to sign said contract.

The foregoing resolution was presented by Weissenborn and supported by Dyer for approval to be moved for a second reading by the following vote; Yea 7; Nay 0; Absent 0. Motion passed.

e Consider Resolution 2021-161 To Authorize Proposed 2022 Meeting Dates

**CITY OF CHARLOTTE RESOLUTION 2021-161
A RESOLUTION TO SET MEETING DATES FOR THE
2022 CALENDAR YEAR**

WHEREAS, Public Act 267 of 1976 and city ordinance requires City Council to approve and publish a schedule of regular meeting dates.

NOW THEREFORE BE IT RESOLVED, that the regular meeting dates of the Charlotte City Council and other Boards and Commissions be as follows for the 2022 calendar year.

<u>City Council</u>		
Regular Meetings: First and Third Monday at 7pm		
Work session Meetings: Second Tuesday at 7pm		
Month	Regular Council Meeting	Workshop Council Meeting
January	Monday 3rd	Tuesday 11th
	Tuesday 18th *	
February	Monday 7th	Monday 14th *
	Tuesday 22nd *	
March	Monday 7th	Monday 14th *
	Monday 21st	
April	Monday 4th	Tuesday 12th

	Monday 18th	
May	Monday 2nd	Tuesday 10th
	Monday 16th	
June	Monday 6th	Tuesday 14th
	Monday 20th	
July	Tuesday 5th *	Monday 11th *
	Monday 18th	
August	Monday 1st	Tuesday 9th
	Monday 15th	
September	Tuesday 6th *	Monday 12th *
	Monday 19th	
October	Monday 3rd	Tuesday 11th
	Monday 17th	
November	Monday 7th	Monday 14th *
	Monday 21st	
December	Monday 5th	Tuesday 13th
	Monday 19th	
Meetings are held at Council Chambers, 111 E Lawrence Ave, Charlotte MI 48813		
*meeting date moved to accommodate conflict with holiday or other board/commission meeting		

<u>Planning Commission</u>	
Regular Meetings: First Tuesday at 7 pm	
Month	Regular Planning Commission Meeting
January	Tuesday 4th
February	Tuesday 1st
March	Tuesday 1st
April	Tuesday 5th
May	Tuesday 3rd
June	Tuesday 7th
July	Tuesday 12th *
August	Tuesday 2nd
September	Tuesday 13th
October	Tuesday 4th
November	Tuesday 1st
December	Tuesday 6th
Unless otherwise noted, meetings are held at Council Chambers, 111 E Lawrence Ave, Charlotte MI 48813	

***meeting date moved to accommodate conflict with holiday or other board/commission meeting**

<u>Downtown Development Authority</u>	
Regular Meetings: Third Tuesday at 6:30 pm	
Month	Regular DDA Meeting
January	Tuesday 18th <ul style="list-style-type: none"> • meeting in Community Room, Basement Level, 111 E Lawrence Ave
February	Tuesday 15th
March	Tuesday 15th
April	Tuesday 19th
May	Tuesday 17th
June	Tuesday 21st
July	Tuesday 19th
August	Tuesday 16th
September	Tuesday 20th
October	Tuesday 18th
November	Tuesday 15th

December	Tuesday 20th
Unless otherwise noted, meetings are held at Council Chambers, 111 E Lawrence Ave, Charlotte MI 48813	

<u>Parks Advisory Board</u>	
Regular Meetings: First Tuesday of January, February, April, May, September, and October at 7:00 pm	
Month	Regular Parks Board Meeting
January	Tuesday 4th
February	Tuesday 1st
April	Tuesday 5th
May	Tuesday 3rd
September	Tuesday 6th
October	Tuesday 4th
Meetings are held at Community Room, Basement Level	

111 E Lawrence Ave, Charlotte MI 48813

<u>Airport Advisory Board</u>	
Regular Meetings: 3rd Monday of January, April, July, and October at 8:00 a.m.	
Month	Regular Meeting
January	January 17th
April	April 18th
July	July 18th
October	October 17th
Meetings are held at Fitch Beach Airport, 1325 Island Hwy, Charlotte	

Resolution 2021-161 was presented to Council as a first reading at the November 15, 2021 regularly scheduled meeting. Changes were requested to the proposed dates; therefore, the foregoing resolution was tabled for updates to be completed. It will be presented again at the next regularly scheduled City Council meeting to be held December 6, 2021.

PUBLIC COMMENTS:

No comments

COMMUNICATIONS AND COMMITTEE REPORTS:

City Attorney report was received

City Manager report was received. LaPere mentioned the last curbside leaf collection is Monday November 22nd through Wednesday November 24th.

Fire Chief report was received

Councilmember Committee Reports

MAYOR AND COUNCIL COMMENTS:

Weissenborn: Wished everyone Happy Holidays

Horvath: Expressed his opinion on the need for improvements to the water system.

Mayor: November 27th Holiday Parade

ADJOURNMENT:

Motion by Dyer, supported by Weissenborn to adjourn the meeting at 8:13 p.m. Yea 7; Nay 0; Absent 0, Motion passed.

Mayor Armitage

Mary LaRocque, City Clerk