

CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
December 09, 2024

CALL TO ORDER:

By Mayor Lewis on Monday December 09, 2024 at 7:00 p.m.

ROLL CALL:

Mayor Lewis, Mayor Pro-Tem Duweck, Council members, Fullerton, Christensen, Rodriguez, Scott and Chin. A quorum was met

City staff in attendance; City Attorney Revore, City Clerk LaRocque, Police Chief Brentar, Finance Director/Treasurer Christina Horton with Karen Lancaster of the Woodhill Group and City Manager Hillard

INVOCATION:

Fr. Dwight Ezop, St. Mary's Catholic Church

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

- a. November 25, 2024 Regular Council Meeting Minutes

Motion by Chin supported by Duweck to approve the November 25, 2024 Regular Council Meeting Minutes. Carried; Yea 7; Nay 0; Absent 0

ABSENCE OF COUNCIL MEMBERS:

All present

PUBLIC HEARING:

- a. To Amend City Code Section 52-26 "Public Nuisance Defined and Prohibited"

The hearing was opened at 7:03 and closed at 7:04 p.m. after receiving no public comment or discussion.

PUBLIC COMMENT:

JoDee Pruden, Resident. Expressed concerns about the possibility of the City Manager leaving after only a few months and inquired about any potential internal issues that might be contributing to this situation.

John Laupp, Resident. Commented on the parade held on November 30, noting that there were disruptions caused by "The Grinch" stealing presents, but the issue was resolved by Cindy Lou Hoo. He extended his gratitude to all volunteers, business owners, and the Courthouse Square Museum, with special thanks to the City Police and Fire Departments and to Courtney Mead, Executive Director of the Chamber of Commerce, for all their efforts. He acknowledged some challenges to address for next year, and noted that this was the most well-attended Christmas parade in recent years.

Dan Daly, City Employee and President of IAFF Union, Provided rationale and urged the City Council to approve both the Resolution 2024-46, which seeks to exempt the City from PA 152 and the LOU for the POLC Non-Supervisory Unit.

APPROVAL OF AGENDA:

Motion by Chin supported by Scott to approve the agenda, Carried; Yea 7; Nay 0; Absent 0

SPECIAL PRESENTATION:

- a. Presentation of the 2023/2024 Fiscal Year Audit by Maner Costerisan, with Action to Approve

Dane Porter, CPA and Senior Manager at Maner Costerisan, is presenting the financial statement review. The auditors' opinion indicates no major concerns. Karen Lancaster of The Woodhill Group provided guidance for the Council's use of the report, emphasizing key points: the auditors' opinion is unmodified, the recommendation to establish a grant policy has been implemented and is on tonight's agenda for approval, and the report serves as a reliable source of truth noting that the fund balances in the audit report will be used for the upcoming budget year. Additionally, Lancaster highlighted several key points in the notes to the financial statements that may interest the Council, including a pension funding level of 56.3%. She also reported that Form 5572, which details the municipality's Other Post-Employment Benefits (OPEB) to the state, has been filed, and as a result, the municipality is no longer under a corrective action plan.

Motion by Chin supported by Fullerton to approve acceptance of the 2023/2024 Fiscal Year Audit, Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Duweck – brief absence)

COMMUNICATIONS AND COMMITTEE REPORTS:

- a. City Attorney Report

A few highlights mentioned by Revore included ordinance reviews, code enforcement, contract reviews and a tax tribunal case

- b. Councilmember Committee Reports

Fullerton – The Park Board held a special meeting to review the new design plans for Oak Park. A public input session is scheduled for January 4th with adjacent property owners. Discussions regarding Bennet Park included potential changes

to convert the current tennis courts into a parking lot for the Mac Gobel football field. Additionally, the board discussed the intergovernmental trail system. The next meeting will take place in January.

Christensen – The Camp Frances meeting will be held tomorrow evening at 6:30 PM at the cabin. As for the Planning Commission, there will be no meeting in December.

Chin – EATRAN's next meeting is scheduled for this Wednesday, during which changes to the board's membership will be discussed. The Housing Committee members recently completed a 4-week training course, during which they gained insight into the nationwide issue of affordable housing shortages and the complexities involved in addressing the problem.

CONSENT AGENDA:

- a. Approval of Claims and Expenditures totaling \$373,132.67
- b. Approval of Mayoral Appointment(s)
- c. Approval of Resolution 2024-44 to add Christina Horton as signatory to Independent Bank accounts
- d. ~~Approval of Resolution 2024-45 The 2025 City Meeting Date Schedule~~ – moved to business agenda i. by Rodriguez
- e. Approval of Letter of Understanding (LOU) – POLC Non-Sup – One-time lump sum payment for an employee hired under previous contract

Motion by Chin supported by Scott to approve the consent agenda items a, b, c and e and to move item d to the business agenda item i. Carried by roll call vote; Yea 7 Nay 0; Absent 0

BUSINESS AGENDA:

- a. Consider approval of Ordinance 2024-02 To Amend City Code 52-26 “Public Nuisance Defined and Prohibited”

Motion by Scott supported by Christensen to approve Ordinance 2024-02 To Amend City Code 52-26 “Public Nuisance Defined and Prohibited”. Carried by roll call vote; Yea 7; Nay 0; Absent 0

- b. Presentation by Markdom International – Discussion and consider setting of a public hearing for December 23, 2024, to consider the approval of an Industrial Facilities Exemption (IFT) application, pursuant to Act 198 of the Public Acts of 1974, as amended, for Markdom International, 400 Parkland Dr.

Bob Trezise and Emma Bostwick from the Lansing Area Economic Partnership (LEAP) presented an overview of the services LEAP offers to the communities of Eaton, Clinton and Ingham counties. They also introduced Giovanni Barbara from Markdom International, a Canadian supplier to the automotive industry, which is considering Charlotte for its new U.S. plant. The company is also evaluating a site in Ohio. If Charlotte is selected, this will be Markdom's first U.S. plant. To move forward, they are requesting the Council to approve an Industrial Facilities Exemption. The first step in this process is a public hearing, which is tentatively scheduled, upon approval of the Council, for the December 23rd meeting. Following the hearing on the 23rd, the Council will vote on a resolution and an agreement.

Motion by Duweck supported by Chin to approve the setting of a public hearing on December 23, 2024, to consider the approval of an Industrial Facilities Exemption (IFT) application, pursuant to Act 198 of the Public Acts of 1974, as amended, for Markdom

International, 400 Parkland Dr. Carried by roll call vote; Yea 7; Nay 0; Absent 0

c. High Street Traffic Review Discussion

Chief Brentar presented the Council with a memo summarizing his findings and recommendations following a review of the Uniform Traffic Control Code and the Michigan Manual of Traffic Control Devices. He recommended considering less intrusive measures before installing a stop sign, as the data collected does not support the need for additional traffic control devices. In partnership with the school system, the City is installing new radar speed signs in the school zone, and further speed reduction strategies are currently being explored. Additionally, Revore will provide Chief Brentar with relevant information from the State Police

d. Downtown Parking Program Review Discussion

Chief Brentar provided the Council with an overview of the history and objectives of the current parking permit program, which was introduced to resolve the issues of the previous, confusing, and inconvenient system. The current program is vital for ensuring the efficient clearing of snow and the sweeping of streets and parking lots. Residents can contact the police department to request temporary exceptions for parking in unauthorized areas. One VRBO business owner, who has been highly critical of the program, has rejected all proposed solutions from the Police Chief, insisting that the only acceptable resolution is the complete elimination of parking enforcement.

e. 2025 Elected Officials Academy Winter Advanced Summit Discussion

February 21 and 22 – any council members wishing to attend should contact the City Manager

- f. Consider approval of Resolution 2024-46 To exempt the City of Charlotte from the requirements of 2011 PA 152, The Publicly Funded Health Insurance Contribution Act for the plan year January 1, 2025 through December 31, 2025

Motion by Chin supported by Christensen to approve Resolution 2024-46 To exempt the City of Charlotte from the requirements of 2011 PA 152, The Publicly Funded Health Insurance Contribution Act for the plan year January 1, 2025 through December 31, 2025. Carried by roll call vote; Yea 7; Nay 0; Absent 0

- g. Consider approval of Council Policy 2024-02 “City-Issued Credit Card”

Motion by Scott supported by Duweck to approve Council Policy 2024-02 “City-Issued Credit Card”. Carried by roll call vote; Yea 6; Nay 1 (Chin); Absent 0

- h. Consider approval Council Policy 2024-03 “Grant Accounting and Administrative Policy”

Proposed amendment to section 3 Procedures that grant applications must first be approved by the city manager and upon his or her discretion, present to the Council for approval.

Motion by Christensen supported by Fullerton to approve amendment to the Council Policy 2024-03 “Grant Accounting and Administrative Policy”. Carried; Yea 7; Nay 0; Absent 0

Motion by Duweck supported by Fullerton to approve the Council Policy 2024-03 “Grant Accounting and Administrative Policy” as amended, Carried; Yea 7; Nay 0; Absent 0

- i. Consider approval of Resolution 2024-45 The 2025 City Meeting Date Schedule

Motion by Rodriguez supported by Scott to approve of Resolution 2024-45 The 2025 City Meeting Date Schedule. Carried; Yea 7; Nay 0; Absent 0

PUBLIC COMMENT:

JoDee Pruden, resident, praised the audit, noting it was thorough and well done. She inquired whether last year’s question regarding the location of Special Assessment funds had been resolved. She expressed support for the Combs Industrial proposal and the PA 152 exemption. Additionally, she suggested exploring a cooperative agreement with other municipalities for healthcare and recommended centralized purchasing for paper, cleaning, and uniform supplies.

Dan Daly, an city employee, thanked the Council for approving the PA 152 exemption.

STAFF COMMENTS:

Hillard invited the new Finance Director Christina Horton to the podium to introduce herself to the Council. He thanked Karen Lancaster from The Woodhill Group for all her contributions, as she had announced this will be the last Council meeting that she will attend now that a new Finance Director is in place.

MAYOR AND COUNCIL COMMENTS:

Scott – Attended a housing conference and found it to be very thought-provoking. He expressed concern about the ongoing lack of affordable housing.

Chin – Encouraged the Council to stay informed about pending legislation that could impact local government, including efforts by a group advocating for the elimination of property tax.

Christensen – Thanked all attendees, both in person and online. He shared that 155 Thanksgiving dinners were served at the Senior Center. He also congratulated everyone involved in the

success of the Christmas parade and Small Business Saturday. On Saturday, Capt. Brooks, and Sgts. Antcliff and Callahan oversaw the collection of 3,761 lbs. of food in front of Walmart. Christmas Kiddies donation canisters are now placed around town. Christensen also attended the County Ways and Means meeting, where it was noted that the county is facing a 25% increase in health insurance costs.

No comments from Rodriguez, Duweck, Fullerton, and Lewis.

ADJOURN:

Motion by Christensen supported by Fullerton to adjourn the meeting at 9:13 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,
Mary LaRocque, City Clerk