



PROPOSED AGENDA
REGULAR MEETING OF THE CHARLOTTE CITY COUNCIL
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
7:00 P.M. Monday, June 24, 2024

Interested persons can participate in-person or via Zoom
Connect to Zoom from your computer, tablet, or smartphone
Website: <https://us02web.zoom.us/j/89714775301>
One tap mobile: +16465588656,,89714775301#
Telephone: (312) 626-6799 Webinar ID: 897 1477 5301

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Andy Shaver, Real Life Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. June 10, 2024 Regular Council Meeting
- 6. Absence of Council Members**
- 7. Public Comment** - Limit presentation to five (5) minutes. Attendees desiring to address council who are participating with ZOOM may raise your hand now or if attending via a phone call, press *9 (star nine) on your keypad
- 8. Approval of Agenda**
- 9. Communications and Committee Reports**
 - a. City Manager Report with departmental reports
 - b. Councilmember Committee Reports
- 10. Consent Agenda**
 - a. Approval of Claims and Expenditures totaling \$680,944.73
 - b. Mayoral Appointment(s)
 - c. Consider Resolution 2024-20 To approve changes to signatories for Independent Bank accounts

11. Business Agenda

- a. Consider approval of the sale of three DPW trucks through Rangerbid Online Auction in accordance with City Ordinance 2-184.

12. Public Comment - Limit presentation to five (5) minutes. Attendees desiring to address council who are participating with ZOOM may raise your hand now or if attending via a phone call, press *9 (star nine) on your keypad

13. Staff Comment

14. Mayor and Council Comments

15. Recess to Closed Session

- a. Closed Session: Pursuant to section 8(c) of the Open Meetings Act, closed session regarding the negotiations of collective bargaining agreements as requested by a party. (MCL 15.268(c))

16. Reconvene Open Session

- a. Consider ratification and approval of the tentative agreement between the City of Charlotte and Charlotte Fire Fighters Local 5290 collective bargaining agreement, 2024-2028.

17. Adjourn

~Mary LaRocque, City Clerk

ADDRESSING THE CITY COUNCIL

Comments shall be made only during times set aside for that purpose.

Each citizen may speak for up to 5 minutes during each public hearing and comments period.

Comments made during public hearings shall be relevant to the subject of the public hearing.

Comments shall be made from the podium unless otherwise directed by the Mayor.

Comments shall be directed to the Mayor and Council members.

Speakers shall begin by stating their name and indicate if they are a resident or non-resident of the City.

Speakers shall refrain from using vulgarity, hate speech or "fighting words."

CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
June 10, 2024

CALL TO ORDER:

By Mayor Lewis on Monday June 10, 2024 at 7:00 p.m.

ROLL CALL:

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

City staff in attendance; City Manager Hillard, City Clerk LaRocque, City Attorney Revore, and in the audience Interim City Manager Terry and acting Finance Director Karen Lancaster from The Woodhill Group

INVOCATION:

~~Jack Conklin, Lawrence Ave. Methodist Church~~ Doug Terry

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

- a. May 28, 2024 Regular Council Meeting Minutes

A correction to the special presentation donation amount by Back the Blue was noted

Motion by Duweck supported by Christensen to approve the minutes as amended, Carried; Yea 7; Nay 0; Absent 0

ABSENCE OF COUNCIL MEMBERS:

All present

PUBLIC COMMENT:

No comment

APPROVAL OF AGENDA:

Motion by Duweck supported by Scott to approve the agenda as presented. Carried; Yea 7; Nay 0; Absent 0

SPECIAL PRESENTATION:

Proclamation honoring Interim City Manager Douglas Terry with the Key to the City

The Oath of Office was administered to City Manager Rob Hillard by City Clerk LaRocque

COMMUNICATIONS AND COMMITTEE REPORTS:

- a. City Attorney Report
- b. Capital Improvement Plan 2025-2030

Motion by Rodriguez supported by Duweck to receive the CIP plan 2025-2030. Carried by roll call vote. Yea 7; Nay 0; Absent 0

- c. Councilmember Committee Reports

Planning Commission – Christensen - an amendment to the placement of a tent from the temporary use permit granted two meetings ago was approved; another temporary use permit was granted for a fireworks tent at Char-Lanes.

DDA – Rodriguez – would like to see the DDA meetings get rolling again. Mayor Lewis noted he would perform as Chair

EATRAN – Chin – meeting coming up this Wednesday

CONSENT AGENDA:

- a. Approval of Claims and Expenditures totaling \$283,126.79

- b. 4th Quarter 2024 Budget Amendments Resolution 2024-17

Motion by Scott supported by Rodriguez to approve the consent agenda. Carried; Yea 7; Nay 0; Absent 0

BUSINESS AGENDA:

- a. Consider approval of Resolution 2024-18 To approve the budget for the fiscal year that begins July 1, 2024 to set rates of taxation, and to authorize other related actions.

Motion by Duweck supported by Chin to approve Resolution 2024-18. Carried by roll call vote; Yea 7; Nay 0; Absent 0

- b. Consider approval of Resolution 2024-19 Authorizing street closure for the CharlotteRising cornhole tournament event Saturday July 20, 2024

Motion by Chin supported by Scott to approve Resolution 2024-19. Carried Yea 7; Nay 0; Absent 0.

- c. Consider approval to purchase the BS&A Purchasing software module

Motion by Chin supported by Scott to approve. Carried; Yea 7; Nay 0; Absent 0

- d. Consider awarding a sealed bid contract for the 750,000-gallon elevated tank, dry interior access tube and exterior repainting project to Fedewa, Inc.

Motion by Chin supported by Duweck to approve. Carried Yea 7; Nay 0; Absent 0

- e. Consider a cooperative purchase for a 60-month lease agreement with Ricoh USA, Inc. for copier machines for the Clerk and Police departments.

Motion by Scott supported by Chin to approve. Carried Yea 7; Nay 0; Absent 0

PUBLIC COMMENT:

John Laupp, resident, Thanked the Council for approving the road closure for the cornhole tournament. They have a vision to grow this annual event. Several local businesses are sponsoring including, Tailgate Takedown LLC who is providing the cornhole sets. A challenge was given to the Mayor to make the first throw and if it is a miss, to purchase the pizza which will be provided at cost by Charlotte Brewing.

STAFF COMMENTS:

Hillard provided comments about his few weeks, meeting with Council members to discuss priorities and other interactions and thanked Interim City Manager Douglas Terry for his great council and assistance.

MAYOR AND COUNCIL COMMENTS:

Scott – His competitive nature will show during Cornhole

Chin – Online link for the 5-year park plan is not working; is the final County wide disaster recovery plan available; would like to see a list of all city contracts which includes costs and expiration dates; asked Mayor to reactivate the city manager evaluation ad-hoc meeting to meet with Mr. Hillard so he has direction from this Council; discussed items of interest from a recent MML Zoom meeting he attended; would like a Edmonds Senior Apartment status update; would like to see a youth advisory committee formed; would like to see updates to website.

Rodriguez – Did gymnastics school get added to the Park's 5-year plan and a new business at 144 S. Cochran that provides Yoga classes? what is the status of the homeowner improvement grant that was approved recently. Housing committee status, would like to join.

Christensen – Thanked all attendees. Reminder that S. Cochran Ave. will be closed at the bridge beginning June 17 through October 27th. Commended his district with all the nice yards and gardens he is seeing this summer. Would like to see weekend hours to the yard waste drop off at the DPW garage. Charlotte Rising will have a sign-up on their website for the corn hole tournament. He was involved to help resolve an issue with Central Pharmacy's west side retaining wall.

Fullerton – Rental Inspector position is open. Eaton training committee receives about \$25k annually from the Michigan Fireworks Safety Act, It saves the city considerable amount in training fees for firefighters

Duweck – Thanked Doug Terry for his service, it has been a pleasure working with him as well as the new City Manager Hillard whom he welcomed. Proposes the Council chip in to pay the bet should the Mayor accept the cornhole first throw challenge and miss. The Mayor accepted the challenge.

Lewis – Pickleball court request has been forwarded to City Manager Hillard to be discussed by the Parks committee. Discussed setting a finance meeting date, City Manager Hillard will come back with proposed dates.

ADJOURN:

Motion by Christensen supported by Scott to adjourn the meeting at 8:24 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,
Mary LaRocque, City Clerk

THE CITY OF
CHARLOTTE
MICHIGAN

To: Honorable Mayor Lewis; City Council
From: Robert Hillard, City Manager
Date: June 20, 2024
Re: City Manager's Report - June 24, 2024

Honorable Mayor and City Council,

The following is the City Manager's Report for June 24, 2024. This report may not cover all activities for the month, but will attempt to cover certain items relevant to City Council and citizen interest. Thank you and please give me a call at (517) 543-8850 or rhillard@cityofcharlottemi.org, if you have any questions.

Emergency Response Plan (6-20-2024)

In my research and inquiries with Fire Chief Christensen, Police Chief Brentar, and Eaton County Emergency Manager Wilkison, the City of Charlotte does not have a specific Emergency Response Plan. However, the City of Charlotte has a number of public safety policies and experiences that are utilized during emergencies. Eaton County does have a State mandated plan, and Eaton County Emergency Manager Wilkison indicated that cities under 10,000 population are not required to have a separate plan. However, he did offer to assist in developing a support plan with the City of Charlotte. The Fire Department already has started the process for developing a formal Emergency Response Plan and discussions will continue on organizing city resources in this effort.

Municipal Building Restrooms and Budget Estimates (6-20-2024)

The Municipal Building restroom remodel budget was for six restrooms (2nd floor, Clerk's office, basement, police, and fire). The Fire Department indicated they are not sure the budget can complete all the restrooms. The estimate considered that each restroom would be about \$5000, with the two larger restrooms exceeding \$5000 and the smaller restrooms will take less money.

Microphones in the Council Chambers (6-20-2024)

A reminder that the microphones in Council Chambers are directional microphones, so for sound quality, please speak directly into the microphones, as close as practical. We are experiencing sound quality issues for certain Council members. If everyone does that, and we still have problems, we will individually replace the microphones.

Parks and Recreation Items (6-20-2024)

The next Parks Advisory Board meeting is scheduled for September 3rd, at 7:00P. I would recommend the items suggested at the City Council meeting be discussed at the Parks Advisory Board, and a formal recommendation be provided to City Council as a result. I understand the items discussed include the conversion of the tennis courts at Bennett Park to pickleball courts or a dog park, and the gymnastic and yoga schools in town be included in the plan. FYI - The tennis courts are owned by the City.

MSHDA CDBG CHILL (Housing) Grant (6-20-2024)

I have been in contact with the Michigan State Development Authority over the CHILL (Housing) Grant. I will be meeting with representatives on Friday morning to receive the details on the status, to understand the next steps. I have learned that the City Council authorized staff to apply for \$200,000 in funding to be re-granted to local homeowners for qualifying home repairs (roofs, windows, porches, plumbing, etc.). The grant would also come with \$36,000 to procure the services of a professional grant administrator.

City Contract List (6-20-2024)

I have obtained a vendor list for Fiscal Year 2023/24. The City Clerk has already started a contract database file to be the basis for loading contracts. This project will take some time, as I start to coordinate this effort with Department Heads.

Downtown Development Association (DDA) Update (6-20-2024)

A meeting was held with Mayor Lewis, Councilmember Rodriguez, and the Downtown Development Association (DDA) Chairperson Bob Phillips. The plan is to review previous agendas and responsibilities in preparation of the next DDA meeting scheduled for July 16, 2024, at 6:30P. I also plan on meeting with Charlotte Rising Executive Director Anne Williams to better understand the connection of their organization to the City.

Leaf/Brush Once a Month Pick-up (6-20-2024)

The leaf/brush pick-up process is established for both the Spring and the Fall for a three week duration. Also, residents can drop off leaves and brush at the City garage M-F from 7:30am-3:30 pm and during the summer on Saturdays from 8-11:30 am. At this point, I would not recommend expanding the service. This is based on manpower and the established priorities that need attention including for example patching potholes, trimming trees, repairing sidewalks.

Finance Workshop (6-20-2024)

I am recommending the City Council hold a Finance Workshop on July 29, 2024, at 7:00P. I have tentatively confirmed that the Mayor and City Councilmembers, as well as the Finance Consultant and City Clerk can attend. Once the date is confirmed officially, I will be soliciting questions in advance so I can prepare for the meeting.

Finance Consultant Lancaster Vacation Schedule (6-20-2024)

Finance Consultant Lancaster will not be at the next City Council meeting and will be on vacation through July 7, 2024.

Interim Manager Terry (6-20-2024)

Interim Manager Terry's last day was June 12, 2024. He has indicated that he is available for calls. Again, I appreciate the service Interim Manager Terry provided to the City of Charlotte.

Cooling Stations in Charlotte (6-20-2024)

As a result of the extreme heat, the Fire Department has brought to my attention these cooling centers that are planned to be opened in Eaton County.

- Capital Area Comm Services - Eaton County 1370 N. Clinton Trail, Charlotte
(Th-F: 8:00am – 4:30pm)
- Walmart (Charlotte Location Only) 1680 Packard Hwy, Charlotte
(F-Sat: 24 Hours)

The Fire Department continues to research additional locations and some churches have offered their service during this time. We have not opened the Municipal Building or West Fire Station for this specific purpose because we do not have protocols for medical attention or wrap-around services in place for a cooling center. I will evaluate protocols for cooling stations in a future Emergency Response Plan. I want to express my appreciation to the Fire Department for all the research on this issue.

Robert Hillard
City Manager
City of Charlotte

DEPARTMENT OF PUBLIC WORKS

PROJECT STATUS REPORT

June 13, 2024

With my departure from the city approaching fast and little effort to fill the charter position, I have been spending a lot of time trying to get processes and projects in order. There is too much work for the existing staff to absorb given their current work loads and lack of staff, so I have been exploring the possibility of hiring a consultant to do the job until the position is filled. It will cost a lot of money, but there are certain documents that require a Professional Engineer's signature. I'm sure a lot of the day-to-day operations will fall through the cracks, but there is nothing else I can do about it. I will be giving the manager a list of projects and consultants working on them as well as a list of other important tasks that need to be completed. I did have a great tour with the new manager taking in most of the facilities under the guise of public works. He was also able to meet with several of my staff.

PROJECTS IN PROGRESS

DWAM Grant

Potholing for lead service lines through the grant's contractor is complete. We continue to find errors in the data provided by the low bid contractor, so we're spending a lot of time re-verifying information. The DPW is continuing to complete potholing, some of which will be reimbursed by the grant. Fishbeck is continuing their asset management portion of the project. I have been spending any available time doing quality control on the GIS portion of the project.

Lead Service Line Identification

When time allows, the DPW staff has been potholing services. Additionally, both divisions are working on obtaining service material inside of houses. New EPA guidelines say we need a complete inventory by October 2025, which we should be able to meet.

New Well House Roofs

The contractor has started work on reroofing well buildings #5 and #6. We anticipate the work to be complete prior to the end of the fiscal year. I have been preparing all of the paperwork for that internally as the work was done by me, not a consultant.

Torque Tube Replacement

The contract has been awarded by council, and I have been trying to complete the contract documents. I have been preparing all of the paperwork for that internally as the work was done by me, not a consultant. As soon as the torque tube is delivered, we anticipate the work to be completed by the end of August or early September. I don't know who will be doing the project closeout on this project.

Torque Tube Painting

I have been preparing the bid documents for the painting of the new torque tube. It is currently out to bids. All of the paperwork for that internally as the work was done by me, not a consultant. I don't know who will be preparing the contract documents, managing the project, or performing the project closeout.

Water Tower Painting Project

The bids for the painting of the water tower have been approved. Nelson tank is the consultant on the project. A preconstruction meeting has not yet been held. I assume that the Utility Superintendent will have to take the lead on the project. All project decisions, paperwork, and project closeout will likely need to be approved by the City Manager.

Wellhead Protection

I facilitated a meeting with the Eaton County 911 and Tri-County Regional Planning regarding wellhead protection areas in the county. The intent is to create a GIS layer that 911 can use in case of a spill, release, or crash within anyone of the Type 1 wellhead protection areas. It was a very productive meeting including folks from 911, Emergency Management, and the GSI Department. There is still some work to be done on our part before we meet again. We are working with Michigan Rural Water Association to update our Source Water Protection Plan. I also participated in the Regional Wellhead Protection Team meeting facilitated by TCRPC.

MDOT Category B Grant

We were notified that we received grant money for the milling and resurfacing of Walnut Street from Shepherd to Lincoln in MDOT's FY 25 per council's previous resolution. They asked for a meeting with myself and our consultant, but we do not have a consultant. In accordance with the new purchasing policy, I will be preparing a request for qualifications for engineering services. This RFQ will be a little different in that there will not be a publicly employed engineer on the project. My employment with the city will be over before any of the engineering starts, so someone will need to herd that project through the process and review the engineer's documents. Construction will have to be next season given the timeline.

Sanitary Survey for the Water System

We have submitted answers to the inane questions and comments from EGLE. We will continue to wait to see if there is another response.

Wastewater Plant Local Limits

Staff has been working on the local limits of our permit to accommodate the new Michigan Can Line and proposed business in the industrial park.

Hall Washington McClure Street Reconstruction

The engineer is working with the contractor to close out the MDOT paperwork on the project. The contractor is still disputing one item, but the engineer met with them and physically measured quantities that they had previously approved after each day of work.

Consumers Energy Railroad Street Property

This has been a multi-year process working with Consumers and the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The last letter has been sent to the Barry Eaton Health Department to complete the project. We will now wait to see if EGLE has any final comments on the project.

Safe Routes to School Project

The contractor did a little work on the preliminary list of unsatisfactory work. After that, we spent 2 full days working on the official punch list that is five pages long. The contractor is deciding when they think they may come back to complete the unsatisfactory work. The issue about the retaining walls is still being debated and analyzed. We are in discussions with MDOT about levying liquidated damages because the contractor has severely missed their completion date, and it requires more time and money from the consultant to meet the MDOT paperwork requirements. We are continuing to stay up with the MDOT paperwork and soil erosion inspections.

BL-69 Bridge Replacement-MDOT

I attended the pre-construction meeting for the project and had a great conversation afterwards with the contractor. Work will start on June 17 with the sanitary sewer bypass. My staff and I will be monitoring environmental concerns that we have. Please note that this will be a complete road closure for about three months.

Park Advisory Board

I have been requested to have a special meeting with the Board because Timepiece Park was put in the Social District, but the ordinance does not allow alcohol in the parks. While there is an exception, it needs to be looked at as it relates to the Timepiece Park conflict.

We still need a student liaison, so if you know anyone in the 8-12 grade range that would like to serve on the Board, please let me know. They can receive community service hours for their time spent. It has been invaluable to have a young person's perspective on the Board. The young man who requested to turn the old ice rink concrete slab into basketball courts was supposed to be at the meeting, but he did not show. He is supposed to bring some numbers and a plan. There has also been a request to turn the old tennis courts into pickleball courts. The Board has also discussed using it for a tots Safety Town prior to the basketball request. It will be up to the Board to work through this at their next meeting. The next regularly scheduled meeting is in August.

Community Development

I've been in meetings with and working with the engineers and surveyors on the Combs Industrial Park project. Several surveys have been completed, and we are awaiting a proposal from a developer for a possible project. I have also been answering questions about the Development Agreement properties from interested parties.

I have also taken on the unfinished conversion of our paper zoning map to GIS with the county. This was supposed to be completed by community development, but apparently the never reviewed or returned any comments. I am also working with Tyger on this as he uses the map as part of his new duties.

Site Plan Reviews

Reviews are being performed on an ongoing basis. We continue to work with different projects such as SEH, Shell and MI Can as they work toward completion of their construction. We have been meeting with MI Can regarding their site utilities and improvements, and a thorough review of their utility plans has been completed. We are now working with their contractors so that the work is done in accordance with our specifications. We have also been working with a developer who is interested in buying property in Combs Industrial Park. There are several issues that need to be worked out that weren't previously taken into consideration when property was sold.

Permitting

We continue to review and issue permits for work in the right-of-way. Water and sewer permits continue as well. Driveway and dumpster permits continue as well. Right-of-way permits 2024 to date: 31. We have one pending permit looking for additional information.

Bid Packages

I continue to prepare specifications and bid documents for several projects that may not get completed by time I leave. It will be up to someone else to complete.

MDOT

Our five-year maintenance contract is up for renewal. All the paperwork associated with that and has been submitted, and we're awaiting the contract to sign in accordance with the resolution approved by council.



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



CFD Monthly Report

DATE: June 24, 2024

SUBJECT: CFD Monthly Report

To: Honorable Mayor Lewis; City Council

Item; Contract Negotiations / SAFER Grant

- SAFER Grant firefighters will be hired after the contract has been settle between the City of Charlotte and the IAFF Local 5290. There will be no need for the LOA as the wages will be set by the SAFER Grant and added to the contract.

Item; Fire Inspector Vehicle

- We still continue to search for a vehicle that will be assigned to Fire Inspector / Investigator. It will also be used as a first responder vehicle when not in use by the Fire Inspector.

Item; Rental Inspector Position

- We are developing the way forward for replacing the current Rental Inspector vacancy.

EATON COUNTY 911

Events by Nature Code by Agency

Agency: CFD, Event date/Time range: 05/01/2024 00:00:00 - 05/31/2024 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
CFD	BRUSH FIRE	0	0	1	1	2%	0:00:50	0:07:39	0:25:20	0:33:49	0:33:49
	CARDIAC OR RESP ARREST	0	0	3	3	5%	0:00:12	0:02:51	0:21:58	1:15:02	0:25:01
	COMMERCIAL FIRE ALARM	0	0	3	3	5%	0:01:29	0:04:18	0:16:40	0:48:07	0:16:02
	COMPLAINT FIRE INVESTIGATION	1	5	1	7	11%	0:01:49	0:05:11	0:07:46	1:04:02	0:10:40
	HAZARDOUS MATERIALS	0	1	1	2	3%	0:00:33	0:04:30	0:26:01	1:02:09	0:31:05
	MEDICAL ASSIST	0	0	18	18	28%	0:00:10	0:03:54	0:16:11	6:00:47	0:20:03
	MISCELLANEOUS FIRE RUN	0	3	3	6	9%	0:00:54	0:03:54	0:11:44	1:25:39	0:14:17
	ODOR INVESTIGATION	0	0	1	1	2%	0:01:08	0:09:57	0:13:04	0:24:09	0:24:09
	PERSONAL INJURY CRASH	0	0	16	16	25%	0:00:32	0:07:38	0:26:52	9:20:42	0:35:03
	RESIDENTIAL FIRE ALARM	0	0	1	1	2%	0:03:39	0:00:00	0:00:00	0:05:42	0:05:42
	STRUCTURE FIRE LARGE	0	0	1	1	2%	0:00:00	0:28:20	0:59:51	1:28:11	1:28:11
	VEHICLE FIRE	0	0	3	3	5%	0:01:02	0:06:06	0:16:58	1:12:18	0:24:06
	WIRES DOWN	0	0	3	3	5%	0:01:27	0:09:58	0:47:16	2:56:06	0:58:42
Subtotals for No Summary Code		1	9	55	65	100%	0:01:09	0:07:51	0:24:08	27:36:43	0:29:45
Subtotals for CFD		1	9	55	65	100%	0:01:09	0:07:51	0:24:08	27:36:43	0:29:45



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



CFD Monthly Report

EATON COUNTY 911

Event List with Report Numbers

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
20240000214	05/01/2024 09:00	WIRES DOWN	2326 VALLEY HWY	312	CLR	05/01/2024 10:08:38
20240000215	05/01/2024 14:18	BRUSH FIRE	1303 E SPICERVILLE HWY	312	R	05/01/2024 14:52:14
20240000216	05/01/2024 17:38	COMPLAINT FIRE	LANSING RD/E KINSEL	311	CLR	05/01/2024 17:48:03
20240000217	05/02/2024 11:59	VEHICLE FIRE	61 NI69	312	CLR	05/02/2024 12:19:59
20240000218	05/02/2024 14:29	PERSONAL INJURY	1167 E CLINTON TRL	312	CLR	05/02/2024 14:54:18
20240000219	05/02/2024 15:45	PERSONAL INJURY	325 LANSING ST	311	CLR	05/02/2024 16:02:03
20240000220	05/04/2024 22:58	MISCELLANEOUS FIRE	417 N SHELDON ST	311	CLR	05/04/2024 23:10:44
20240000221	05/07/2024 16:30	MEDICAL ASSIST	693 W SHEPHERD ST	312	R	05/07/2024 16:44:13
20240000222	05/08/2024 09:42	MEDICAL ASSIST	758 PEARL ST	312	CLR	05/08/2024 09:54:51
20240000229	05/11/2024 14:48	MEDICAL ASSIST	404 E SHEPHERD ST	311	R	05/11/2024 14:58:27
20240000235	05/14/2024 20:29	MISCELLANEOUS FIRE	100-207 BUTTERNUT DR	312	CLR	05/14/2024 20:35:34
20240000236	05/15/2024 06:20	ODOR INVESTIGATION	3622 VALLEY HWY	312	R	05/15/2024 06:44:26
20240000224	05/08/2024 17:07	MEDICAL ASSIST	287-2 LEGACY PARKE DR	311	CLR	05/08/2024 17:38:54
20240000223	05/08/2024 17:00	MEDICAL ASSIST	2341 S STEWART RD	312	CLR	05/08/2024 17:36:50
20240000225	05/08/2024 22:15	PERSONAL INJURY	2034 W VERMONTVILLE	312	R	05/08/2024 22:53:35
20240000226	05/10/2024 07:15	PERSONAL INJURY	LAWRENCE HWY/S	312	R	05/10/2024 07:56:41
20240000227	05/10/2024 20:12	MEDICAL ASSIST	378 STATE ST	312	CLR	05/10/2024 20:33:12
20240000228	05/11/2024 02:10	STRUCTURE FIRE	15425 S LOWELL RD	315	R	05/11/2024 03:38:14
20240000230	05/11/2024 21:54	MEDICAL ASSIST	129 PLEASANT ST	312	CLR	05/11/2024 22:29:54
20240000231	05/12/2024 14:06	MEDICAL ASSIST	2081 FLANDERS RD	312	R	05/12/2024 14:30:09
20240000232	05/12/2024 19:24	PERSONAL INJURY	HOOVER RD/LARRY LN	CFD	R	05/12/2024 20:10:49
20240000233	05/13/2024 00:53	MEDICAL ASSIST	1146 N COCHRAN RD	312	R	05/13/2024 01:16:25
20240000234	05/14/2024 12:11	PERSONAL INJURY	HARTEL RD/ISLAND HWY	312	CLR	05/14/2024 12:54:00
20240000239	05/15/2024 23:00	RESIDENTIAL FIRE	1122 S CLINTON ST	CFD	CLR	05/15/2024 23:05:50
20240000237	05/15/2024 19:25	MEDICAL ASSIST	51 S STINE RD	312	CLR	05/15/2024 19:45:50
20240000238	05/15/2024 20:26	MEDICAL ASSIST	1820 LANSING RD	312	CLR	05/15/2024 20:52:39
20240000240	05/16/2024 06:52	MISCELLANEOUS FIRE	515 FOREST ST	312	ASST	05/16/2024 07:07:09
20240000241	05/16/2024 10:50	WIRES DOWN	PACKARD HWY/LANSING	312	CLR	05/16/2024 12:07:56
20240000242	05/16/2024 12:25	MEDICAL ASSIST	225-309 S WASHINGTON ST	312	R	05/16/2024 12:43:32
20240000243	05/18/2024 18:19	COMPLAINT FIRE	500-BLK FOREST ST	312	R	05/18/2024 18:30:15
20240000244	05/18/2024 20:53	COMPLAINT FIRE	100-BLK BEECH ST	312	CLR	05/18/2024 21:01:33
20240000245	05/19/2024 17:53	MEDICAL ASSIST	337 S COCHRAN AVE	312	CLR	05/19/2024 18:10:51
20240000246	05/19/2024 17:57	MEDICAL ASSIST	1108 GREGORY LN	312	CLR	05/19/2024 18:07:01
20240000247	05/19/2024 22:17	VEHICLE FIRE	1040 E KALAMO HWY	312	CLR	05/19/2024 22:37:54
20240000248	05/20/2024 11:35	COMMERCIAL FIRE	500 PACKARD HWY	312	R	05/20/2024 11:38:07
20240000249	05/21/2024 03:04	COMMERCIAL FIRE	2675 S COCHRAN RD	312	R	05/21/2024 03:19:12
20240000250	05/21/2024 19:46	HAZARDOUS	240 S COCHRAN AVE	311	R	05/21/2024 20:13:55
20240000251	05/21/2024 20:23	COMPLAINT FIRE	720 W HENRY ST	312	R	05/21/2024 20:36:29
20240000252	05/21/2024 21:16	PERSONAL INJURY	3416 N BRADLEY RD	312	R	05/21/2024 21:39:32
20240000253	05/22/2024 12:20	PERSONAL INJURY	HALL ST/RAILROAD ST	312	R	05/22/2024 12:31:14
20240000254	05/23/2024 09:53	WIRES DOWN	4189 S AINGER RD	312	CLR	05/23/2024 10:24:16



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



CFD Monthly Report

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
20240000255	05/23/2024 16:44	COMPLAINT FIRE	409 JOHNSON ST	312	R	05/23/2024 16:56:37
20240000256	05/24/2024 02:20	PERSONAL INJURY	59 NI69	312	R	05/24/2024 02:43:39
20240000257	05/24/2024 13:57	MEDICAL ASSIST	310 LANSING ST	319	R	05/24/2024 14:04:13
20240000258	05/24/2024 14:55	MISCELLANEOUS FIRE	409 JOHNSON ST	319	R	05/24/2024 14:59:01
20240000259	05/24/2024 16:55	MEDICAL ASSIST	1338 N AINGER RD	312	R	05/24/2024 17:15:10
20240000260	05/24/2024 18:48	MEDICAL ASSIST	413 E SHEPHERD ST	312	R	05/24/2024 19:06:10
20240000261	05/24/2024 21:00	VEHICLE FIRE	6818 N WHEATON RD	311	R	05/24/2024 21:31:57
20240000262	05/25/2024 03:50	CARDIAC OR RESP	1301 S PERKEY RD	312	R	05/25/2024 04:31:14
20240000263	05/25/2024 13:23	CARDIAC OR RESP	751 W SHEPHERD ST	312	R	05/25/2024 13:48:41
20240000264	05/25/2024 18:24	PERSONAL INJURY	N COCHRAN AVE/PACKARD	312	CLR	05/25/2024 18:38:09
20240000265	05/26/2024 09:09	MEDICAL ASSIST	1848 S COCHRAN AVE	312	R	05/26/2024 09:28:33
20240000266	05/28/2024 13:44	PERSONAL INJURY	NARROW LAKE RD/E NYE	312	R	05/28/2024 14:10:45
20240000267	05/28/2024 15:55	PERSONAL INJURY	LAWRENCE HWY/N	311	R	05/28/2024 17:52:08
20240000268	05/28/2024 20:30	PERSONAL INJURY	LAWRENCE HWY/N	312	R	05/28/2024 21:19:51
20240000269	05/29/2024 20:14	PERSONAL INJURY	1680 PACKARD HWY	312	R	05/29/2024 20:52:36
20240000270	05/29/2024 22:54	MISCELLANEOUS FIRE	530 LANSING ST	311	R	05/29/2024 23:32:14
20240000271	05/30/2024 03:40	PERSONAL INJURY	54 NI69	312	R	05/30/2024 04:09:31
20240000272	05/30/2024 13:04	CARDIAC OR RESP	216 N WASHINGTON ST	312	CLR	05/30/2024 13:13:24
20240000273	05/30/2024 15:30	HAZARDOUS	N STEWART RD/ISLAND	CFD	R	05/30/2024 16:04:26
20240000274	05/30/2024 18:09	PERSONAL INJURY	SHERMAN RD/E	312	CLR	05/30/2024 18:31:00
20240000275	05/30/2024 18:38	MISCELLANEOUS FIRE	2278 NARROW LAKE RD	312	CLR	05/30/2024 18:50:16
20240000276	05/30/2024 18:47	COMMERCIAL FIRE	378 STATE ST	312	CLR	05/30/2024 19:18:49
20240000277	05/31/2024 11:15	COMPLAINT FIRE	218-1/2 N WASHINGTON ST	311	CLR	05/31/2024 11:25:29
20240000278	05/31/2024 19:03	COMPLAINT FIRE	310 MERRITT ST	312	R	05/31/2024 19:03:20

Total Number of Events Listed: 65

Kevin Christiansen
Fire Chief
City of Charlotte Fire Department
111 E Lawrence Ave.
Charlotte, MI 48813
Station 517-543-0241
Cell 517-243-8332
www.charlottemi.org



Memo

To: Interim City Manager Terry; Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: May 24, 2024
Re: Monthly report – Office of the City Clerk

I am pleased to inform you of recent developments and important announcements within our department:

CLERK NEWS:

Training continues for our new Deputy Treasurer in payroll and utility billing. To provide exceptional customer service to both internal and external customers, we are engaging in cross training among our office personnel as well.

ELECTION NEWS:

- I urge our residents to proactively address any necessary changes to their voter registrations ahead of time to avoid potential delays on election day. You can conveniently make these changes through the following link: [Voter Registration Portal](#).
- Notably, individuals as young as 16 years old are now eligible to register to vote, although they must reach the age of 18 to cast their votes. Further details on this change can be found [here](#).
- Additionally, for those registering to vote within 14 days before an election, in-person registration at the Clerk's office is mandatory. We strongly encourage early online registration to avoid last-minute inconveniences.
- 9-day early voting will occur at Carmel Township offices 661 Beech Hwy. Charlotte, MI (just West of the County complex) and will begin Saturday July 7 and continue through Sunday August 4th. A mail piece will be sent to each registered and active voter.
- For City of Charlotte registered voters: If you are not already enrolled in the permanent absent voter ballot list and you would like to enroll – or – you want an absent voter ballot just for the August or November election, please complete and return the attached 2024 Michigan Absent Voter Ballot Application and return to City of Charlotte City Clerk 111 E. Lawrence Ave. Charlotte, MI 48813 or drop it in one of the two collection boxes available at this address for utility bill payments and election mail in the front vestibule or drive up along N. Washington St. You may also apply for an absentee ballot online here [Voter Information Center](#).

UPCOMING CITY MEETINGS:

- Planning Commission Meeting: July 09, 2024 7 p.m.
- City Council Meetings: July 08, 2024 at 7 p.m.; and July 22, 2024 at 7 p.m. and tentatively July 29, 2024 at 7 p.m. for a council workshop.
- DDA - Downtown Development Authority meetings are temporarily postponed until further notice.



- Camp Frances July 09, 2024 **meeting has been canceled**

For detailed information on meeting locations, times, agendas, minutes, and more, please refer to the city's online calendar by clicking on the respective meeting date [here](#).

JOB OPENINGS:

We are currently accepting resumes and applications for the following positions:

- DPW Director (full time)
- Community Development Director (full time)

To learn more about these opportunities, please visit our website [here](#).

Should you have any questions or require further information, please do not hesitate to contact me.

Respectfully submitted,
Mary LaRocque, City Clerk

#DIV/0!	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2023	%	WARRANTS	ARRESTS
UCR TITLE																	
STATE CRIMES																	
SOVEREIGNTY													0	0	0%		
MILITARY													0	0	0%		
IMMIGRATION													0	0	0%		
Part I Crimes																	
CRIMES AGAINST PERSONS																	
HOMICIDE-MURDER(ATTEMPT)													0	0	0%		
NEGLIGENT HOMICIDE													0	1	-100%		
KIDNAPPING					1								1	0	100%		
PARENTAL KIDNAPPING													0	0	0%		
SEX. ASSAULT-ALL				3	4								7	12	-42%		
ROBBERY		1	1	1									3	1	200%		
NON-AGG ASSAULT	18	11	15	10	17								71	60	18%	3	17
AGGRAVATED ASSAULT	2		1	2	3								8	10	-20%		3
INTIMIDATION/STALKING	9	14	12	10	11								56	69	-19%		3
PROPERTY CRIMES																	
ARSON													0	1	-100%		
EXTORTION	1		1		1								3	3	0%		
BURGLARY-FORCED		1	2	1	4								8	13	-38%		2
BURGLARY-W/O FORCE													0	1	-100%		
BURGLARY-ILLEGAL ENTRY		2		4	1								7	5	40%	3	1
POSS BURGLARY TOOLS													0	0	0%		
LARCENY	20	14	6	10	15								65	83	-22%	1	
MOTOR VEHICLE THEFT	1	3	1	3									8	7	14%		2
Part II Crimes																	
STOLEN PROPERTY-MOTOR VEHICLE		1		1									2	4	-50%		
FORGERY/COUNTERFEIT-ING	1	1		2									4	6	-33%	2	
FRAUDULENT ACTIVITY	6	8	4	5	13								36	33	9%	1	2
EMBEZZLEMENT					1								1	1	0%		
REC/CONCEALING STOLEN PROPERTY					2								2	7	-500%	1	1
DESTRUCTION OF PROPERTY	2	8	5	9	5								29	18	61%		
RETAIL FRAUD-ALL	6	5	14	10	17								52	36	44%	1	4
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
MORALS/DECENCY CRIMES																	
V.C.S.A.	3	5	6	6	2								22	21	3%	1	4

#DIV/0!																	
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2023	%	WARRANTS	ARRESTS
SEX OFFENSE	1	1	1	1	2								6	8	-33%		
OBSCENITY													0	5	-100%		
FAMILY ABUSE/NEGLECT	6	5		1	7								19	25	-24%		3
FAMILY-NON SUPPORT													0	6	-100%		3
FAMILY-OTHER													0	0	0%		
GAMBLING													0	0	0%		
COMMERCIALIZED SEX OFFENSE													0	0	0%		
LIQUOR LICENSE VIOLATION					1								1	0	100%		
LIQUOR LAW VIOLATION		1	3		1								5	4	20%		
PUBLIC ORDER CRIMES																	
OBSTRUCTING POLICE		3	1	3	1								8	8	0%	1	1
ESCAPE-CORRECTIONAL INSTITUTION													0	0	0%		
ESCAPE-MENTAL INST.													0	0	0%		
ESCAPE/FLIGHT													0	0	0%		
OBSTRUCTING JUSTICE	1	1	3		3								8	69	-88%	48	60
BRIBERY													0	0	0%		
WEAPONS-CONCEALED	1		1	1									3	5	-40%		
WEAPONS-EXPLOSIVE													0	0	0%		
WEAPONS-OTHER		2		1									3	3	0%		
PUBLIC PEACE	17	19	26	18	17								97	106	-8%		3
TRAFFIC-HIT AND RUN	7	1	4	6	5								23	23	0%		
TRAFFIC-O.U.I.L./O.U.I.D	2	2	6	2									12	26	-54%		7
TRAFFIC-MISD	5	4		2	5								16	23	-30%	4	5
HEALTH/SAFETY VIOLATION	4	6	5	3	3								21	24	-13%		
CIVIL RIGHTS													0	0	0%		
TRESPASS/PRIVACY	2	6	11	5	9								33	43	-23%		1
SMUGGLING													0	0	0%		
ELECTION LAWS													0	0	0%		
ANTI-TRUST													0	0	0%		
TAX REVENUE													0	0	0%		
CONSERVATION	1		4										5	4	25%		
VAGRANCY	1	2	1	2	2								8	24	-1600%		
MISC. CRIMINAL OFFENSE													0	1	-100%		
GRAND JURY INVESTIGATION													0	0	0%		
CONSPIRACY													0	1	-100%		

End of Part II Crimes

#DIV/0!	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2023	%	WARRANTS	ARRESTS
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
JUVENILE MINOR																	
DELINQUENT MINOR	6	26	14	7	6								59	87	-32%		
RUNAWAY	1	7	3	4	6								21	15	40%		
CIVIL-NON CRIMINAL																	
DIVORCE/SUPPORT													0	0	0%		
INCAPACITATION			1		1								2	10	-800%		
INSANITY	16	16	11	14	14								71	63	13%		
TRAFFIC																	
CRASH-PD-PUBLIC ST.	29	12	12	14	15								82	93	-12%		
CRASH-PI-PUBLIC ST	4	1	1	2	4								12	15	-20%		
CRASH-FATAL-PUBLIC ST													0	0	0%		
CRASH-PD-PRIVATE	3	1	2	3	5								14	22	-36%		
CRASH-PI-PRIVATE													0	3	-300%		
CRASH-FATAL-PRIVATE PROPERTY													0	0	0%		
CIVIL INFRACTION	48	43	23	24	26								164	95	73%		
PARKING VIOLATION	3	7	2	1	4								17	36	-53%		
Park. Tickets- 524-2021, 356-2023	62	7											69	20	345%		
ABANDONED VEHICLE	3	2	5	6	3								19	25	-24%		
TRAFFIC HAZARD INVES	13	5	5	13	11								47	35	34%		
TRAFFIC DIRECTION	6	1	2	1	8								18	25	-28%		
TRAFFIC SAFETY PUBLIC APPEARANCE													0	0	0%		
BREATHALYSER TEST-													0	0	0%		
OTHER POLICE													0	0	0%		
ALARMS																	
ALARM-POLICE RESPONSE	9	19	16	11	21								76	51	49%		
ALARM-MALFUNCTION	1	1	1										3	1	200%		
ALARM-TEST	2	1	3										2	9	-700%		
ALARM-WATER & SEWER			1										0	0	0%		
FIRE																	
ACCIDENT-FIRE													0	0	0%		
ACCIDENT-EXPLOSION													0	0	0%		
ACCIDENT-CHEMICAL													0	0	0%		
HAZARDOUS FIRE COND.					2								2	1	100%	Fireworks	
FIRE REGULATION VIOL													0	0	0%		
ASSIST BUILDING DEPT					1								1	5	-80%		

#DIV/0!																	
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2023	%	WARRANTS	ARRESTS
ASSIST C.F.D.	3	1		1	1								6	8	-25%		
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
ACCIDENTS																	
ACCIDENT-AIRCRAFT													0	0	0%		
ACCIDENT-HUNTING													0	0	0%		
ACCIDENT-SHOOTING													0	0	0%		
ACCIDENT-BOATING													0	0	0%		
ACCIDENT-WATER													0	0	0%		
ACCIDENT-OTHER													0	0	0%		
INSPECTIONS- INVESTIGATIONS																	
INSPECT-BOAT													0	0	0%		
INSPECT-MOTOR VEHICLE	5	2	1	3	3								14	9	64%		
INSPECT-TRAFFIC CITATION													0	0	0%		
INSPECT-BUSINESS	35	34	8	26	29								132	265	-50%		
INSPECT-RESIDENCE	3	9	17	18	5								52	103	-50%		
INSPECT-HANDGUN	12	15	10	19	11								67	86	-22%		
INSPECT LIQUOR LICENSE		4		4									8	10	-20%		
INSPECT-OTHER/SOR CHECK	13	9	10	14	5								51	59	-14%		
INSPECT-CCW APPLIC													0	0	0%		
DOMESTIC DISPUTES	16	23	12	12	25								88	90	-2%		
CIVIL DISPUTE	8	16	14	19	20								77	94	-18%		
SUSPICIOUS SITUATION	82	81	82	95	100								440	554	-21%		
FIELD INTERROGATION CARD													0	0	0%		
HAZARDOUS SITUATION													0	0	0%		
SUSPECTED NARCOTIC ACTIVITY	1	6	1	4	3								15	10	50%		
ABANDONED/RECOVERED PROPERTY	5	3	11	2	8								29	41	-29%		
DRUG OVERDOSE	1	2	3										6	4	50%		
BOMB THREAT													0	0	0%		
MISC. INCIDENTS																	
MISC/P.B.T.													0	0	0%		
SUICIDE	2		1										3	0	300%		
SUICIDE ATTEMPT	6	4	4	2	6								22	40	-45%		
DEATH-NATURAL	2	2	1	1	1								7	1	200%		
DEATH-UNDETERMINED													0	1	0%		
MISSING PERSON	3	1	3	1	1								9	3	200%		

SRO STATS

#DIV/0!														TOTAL	2023	%	WARRANTS	ARRESTS
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC						

The School Resource Officer 19 calls for the Charlotte Public Schools in May which include the following:
2- Sex Assault, 1- Non-Agg. Assault, 1- Fradulent Activity, 1- Liquor Law Violation, 3- Public Peace, 2- Delinquent Minor, 1-Crash-PD Private Property
1- Parking Violation, 1-Domestic Dispute, 5- Suspicious Situation, 1 Suspected Narcotics Activity

VCSA STATS

During the month of May the Charlotte Police Department dealt with 5 VCSA incidents. They are the follows:
1-Marijuana, 1- Cociane, 3-Meth,1- Heroin
(This includes the VCSA, Suspected Narcotics Activity, and Drug Overdose Categories)

Charlotte Police Department

111. E. Lawrence Ave., Charlotte, MI 48813

Phone: 517-543-1552 Fax: 517-543-8396

Paul Brentar, Chief of Police

May 2024 Monthly Report

Monthly Statistics:

- See attached report.

Training:

- Administrative Assistant Meyer completed 9 hours of NICS Federal Prohibitions Firearms Training.
- Chief Brentar attended online training by MCOLES on changes coming to officer training and the funding for such training.
- Half of the department attended firearms training as part of the spring training cycle.
- Detective Poortvliet attended Electronic Communications Investigations training.
- Officer Leach completed 6 hours of in-house radar training.

Staffing:

- We have 2 officer vacancies currently with one of those positions being filled in September.

Operational Highlights:

- On 05-01, officers responded to a Breaking and Entering complaint at a local pharmacy. Two suspects were involved and were gone before officer arrived. We believe that these suspects are connected to multiple break-ins at pharmacies throughout the state. The investigation is on-going.
- On 05-02, officers responded to a personal injury crash in the Meijer parking lot. A subject on a motorized bicycle was hit. Only minor injuries were received.
- On 05-02, officers responded to another personal injury crash on Lansing Rd. where a vehicle was rear-ended. Fortunately, only minor injuries were received.
- On 05-03, officers assisted the Eaton County Sheriff's Office with a property damage crash at M-50/Stewart as no county cars were available.
- On 05-04, officers were call to assist a 4 y/o child wandering in the 700 block of W. Shepherd. Officers were able to hold onto the child until the child could be turned over to Child Protective Services. The investigation is on-going.
- On 05-10, an officer responded to an Embezzlement complaint at a local business. The employee was terminated and the investigation is on-going.
- On 05-12, officers responded to a felony strangulation case. The victim sought their own medical attention and the suspect had left prior to arrival. Charges have been requested and the investigation is on-going.
- On 05-12, officers responded to another felonious assault complaint where the victim had a knife held to her. The suspect was also gone prior to arrival. On 05-14, the suspect was located in DeWitt Twp. And arrested. The suspect was then transported back to the Eaton County Jail where he was lodged.

- On 05-12, officers responded to an attempted home invasion. Upon arrival officer learned that the victim also had a PPO against the suspect. The suspect was located just blocks away and was arrested for aggravated stalking and attempted home invasion.
- On 05-18, officers responded to a suspicious person call at a local business where a female was in the bathroom for hours. Officers made contact and found that she had multiple warrants for her arrest out of Michigan and Ohio. She was lodged at the jail
- On 05-18, officers assisted the Michigan State Police with attempting to pick up a subject on a warrant. The subject tried to flee and jumped out of a second story window landing on a deck. The subject was taken into custody and transported to the hospital for his injuries.
- On 05-20, a criminal sexual conduct complaint was made to the SRO at the high school. Upon investigation it was determined that the suspect lived in Pottsville. A search warrant was obtained for the residence and evidence was collected. The next day, the suspect was located and arrested. It was determined that he had contacted his brother in Mexico who was arranging to transport him out of the country back to Mexico.
- On 05-23, Beverly McCallum was sentenced to 40-60 years in prison after being convicted for the 2002 murder of Robert Caraballo which occurred on Horatio St. She is the final, out of three suspects, to be convicted of this murder.
- On 05-23, officers assisted EMS at the Shyft Group with a combative patient. The subject was restrained and transported.
- On 05-25, officers responded to a personal injury crash at Cochran/Packard for a motorcycle vs car crash. The motorcyclist was transported to the hospital with non-life-threatening injuries.
- On 05-29, officers responded to the high school for a breaking and entering complaint. Officers located 16 subjects and contacted the school.
- On 05-29, officers assisted the Michigan State Police on I-69 with a driver who attempted to steal on of MSP's cars. The driver was arrested and lodged.

Outreach/Public Events:

- Officers provided traffic control and PR for the Memorial Day Parade.
- Chief Brentar & Captain Brooks met with a neighborhood group to discuss crime and a neighborhood watch group.
- Chief Brentar spoke with the University of Olivet board of Trustees at their meeting on 5-17.
- Ofc. Leach participated in Parkview Elementary's Carnival where he played games and handed out prizes to the children.

Respectfully,



Chief of Police

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: June 19, 2024
Re: Claims and Expenditures for Council approval on Monday June 24, 2024

Background

Section 7.7(B) of the City Charter requires Council approval for the expenditure of city funds.

Recommendation

A report of claims is provided to council for review on the Wednesday preceding a council meeting at which the claims are approved. Questions about these claims should be directed to the Finance Director and answers resolved by the Friday preceding said council meeting. Claims and expenditures are budgeted items and/or larger purchases pre-approved by Council. While review is recommended, approval should not be hindered.

Answers to Council inquiries, if any, are included in the meeting packet.

Financial Impacts

Insurance claims week of June 10, 2024	\$ 4,494.71
Insurance Claims week of June 17, 2024	\$ 8,286.23
Payroll paid Friday June 14, 2024	\$203,086.02
Invoiced claims as of June 05, 2024	<u>\$465,077.77</u>
Total	<u>\$680,944.73</u>

Suggested Motion

Motion to approve Claims and Expenditures in the amount of **\$680,944.73**

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Vendor Code	Vendor Name	Invoice	Description	Amount
01687	ABC FASTENER GROUP INC	A550959	CAR REAMER SET	199.00
TOTAL FOR: ABC FASTENER GROUP INC				199.00
01683	ACD.NET	91177-135	JUNE 2024 WASTE TREATMENT	565.84
TOTAL FOR: ACD.NET				565.84
01678	ADVANCE AUTO PARTS	5565416953508	WASHER FLUID, ANTIFREEZE/COOLANT MINII BULBS	297.31
TOTAL FOR: ADVANCE AUTO PARTS				297.31
02015	ADVANTAGE FLEET, LLC	96830	NEW AIR BOTTLE TO FIT TRUCK 312/311	2,303.50
TOTAL FOR: ADVANTAGE FLEET, LLC				2,303.50
01764	AMAZON CAPITAL SERVICES	11DP-RN6X-T61P	ACCOUNT # A264N6SLCWDWHU (CABLE TIES, ETHERNET ADAPTER)	83.30
		1D14-RDQN-3P7N	ACCOUNT # A264N6SLCWDWHU (ASSESSING FIELD EQUIPMENT- COMPUTER)	226.87
		1DLM-34NP-7QQG	ACCOUNT # A264N6SLCWDWHU (CABLE FOR PLAN REVIEW COMPUTER)	20.99
		1K34-1RNC-671N	ACCOUNT # A264N6SLCWDWHU (UPGRADED DESKTOP DEPUTY TREASURER)	451.97
		1LT1-C1VQ-6CVQ	ACCOUNT # A264N6SLCWDWHU (STICKY NOTES, WIDE RULED LINED WRITING NOTE PAD)	78.18
TOTAL FOR: AMAZON CAPITAL SERVICES				861.31
02036	AMAZON CAPITAL SERVICES	1PQ4-MK7K-6HLJ	ACCT # A1K517P63NLQUT(POLICE) CANON DIGITAL CAMERA	155.99
TOTAL FOR: AMAZON CAPITAL SERVICES				155.99
01915	APEX SEPTIC & EXCAVATING, INC.	1622	SERVICE LINE 108 PLEASANT ST	4,872.50
		1625	SERVICE LINE FOR 121 W SHAW ST	2,602.55
TOTAL FOR: APEX SEPTIC & EXCAVATING, INC.				7,475.05
01635	AT&T LONG DISTANCE	MAY 2024	AIRPORT INTERNET	51.38
TOTAL FOR: AT&T LONG DISTANCE				51.38
01630	AUTO GEM DISTRIBUTING	12293	EMERALD GREEN DEGREASER	73.60
TOTAL FOR: AUTO GEM DISTRIBUTING				73.60
01609	BARRY-EATON COUNTY HEALTH	06.03.2024	IMMUNIXATIONS	656.00
TOTAL FOR: BARRY-EATON COUNTY HEALTH				656.00
01561	BS&A SOFTWARE	154667	IMPLENTATION & PROJECT MANAGEMENT-PURCHASE ORDER	1,000.00
TOTAL FOR: BS&A SOFTWARE				1,000.00

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
01555	BYRUM ACE HARDWARE		
	370411	FASTENERS	34.00
	370501	FASTENERS	59.99
	370658	MOP HANDLE, MOPHEAD, MOP BUCKET	115.97
	371480	COAT AND HAT HOOK, HOOK ROPE	19.13
	371977	REPAIR SUPPLIES	22.99
	371983	BATTERY, KEYPAD ENTRY LOCK	161.98
	372741	OIL ABSORBENT OIL DRY	749.50
	372743	RENTAL INSPECTOR SUPPLIES	46.43
	373107	PARTS FOR CLEANING UTILITY ROOM	33.64
	373292	PARTSFOR STORAGE ROOM AT CITY HALL	35.96
	373497	PARTS FOR STORAGE ROOM REPAIR AT CITY HALL	27.12
TOTAL FOR: BYRUM ACE HARDWARE			1,306.71
01547	CANON FINANCIAL SERVICES, IN		
	33023295	PERIOD 06.01.2024 - 06.30.2024	253.73
TOTAL FOR: CANON FINANCIAL SERVICES, IN			253.73
00849	CAPITAL ASPHALT		
	6045	LVSP	599.72
TOTAL FOR: CAPITAL ASPHALT			599.72
01515	CHARLOTTE ELECTRIC MOTORS		
	716891	MOTOR REPAIR FOR ODOR CONTROL (TIRREL)	133.80
TOTAL FOR: CHARLOTTE ELECTRIC MOTORS			133.80
01512	CHARLOTTE LITHOGRAPH		
	130852	STATION MAP ROUTES	151.64
	130859	BUISINESS CARDS (ASSESSOR)	46.50
TOTAL FOR: CHARLOTTE LITHOGRAPH			198.14

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Vendor Code	Vendor Name	Description	Amount
Invoice			
01471	CONSUMERS ENERGY		
	206703445328	076 - 2 TRAFFIC LIGHTS	3.11
	201097532462	620 W SHEPHERD ST	38.03
	201097533314	108 E LAWRENCE AVE	52.41
	201097533315	108 E LAWRENCE AVE	67.98
	201364444486	1325 ISLAND HWY #C	138.08
	201898354225	508 N. SHELDON ST.	108.68
	202076358193	1005 PAINE DR	268.87
	202254339855	112 1/2 S COCHRAN	28.77
	202610299137	1225 S COCHRAN AVE	28.77
	202788251643	811 CHADS WAY	17.64
	202966230315	203 HALL ST	77.85
	203233246093	1213 S COCHRAN AVE	63.12
	203233246094	1216 S COCHRAN AVE	88.60
	203233246095	1216 1/2 S COCHRAN AVE	16.00
	203233246096	1216 S COCHRAN AVE	131.02
	203589192317	619 W SHEPHERD ST	138.25
	203589192318	620 W SHEPHERD ST	109.12
	203678195462	103 VAN LIEU ST	41.81
	203945145172	1152 S COCHRAN AVE CAMP FRANCIS	52.69
	203945145174	301 TIRRELL RD	239.83
	203945145175	301 TIRRELL RD R2	961.49
	203945145176	301 TIREELL RD MAINTENANCE	370.85
	204212126616	911 W SHEPHERD ST FIRE DEPT 2	2,366.01
	204568074112	1064 NORTHWAY	45.33
	204657058992	526 W STODDARD ST	28.77
	204924033370	1325 ISLAND HWY GATE-AIRPORT	35.21
	204924033549	1005 PAINE DR. FRNT GEN CHARLOTTE	65.38
	204924033941	1310 S COCHRAN AVE	1,074.48
	205190996998	811 CHADS WAY	148.25
	205279952315	1800 PACKARD HWY	42.72
	205279952480	1167 E CLINTON TRAIL	76.47
	205368953696	111 E LAWRENCE AVE	1,148.14
	206258728444	201 HALL ST	87.43
	206258728646	1325 ISLAND HWY	506.69
	206258728647	1329 1/2 ISLAND HWY	57.13
	206436543291	700 LANSING RD	32.28
	206436558053	201 HALL ST (AREA LIGHTING)	110.57
	206614521147	245 S COCHRAN AVE	23.88
	206703445326	076 - 12 TRAFFIC LIGHTS	459.56
	206703445327	AREA LIGHTING	659.55
	206703445330	TULLY BROWN DR (AREA LIGHTING)	147.44
	207058990780	1104 MIKESELL ST	243.17
	207058990784	544 LANSING ST/WWTP LIFT STATION	53.53
	207058990785	544 LANSING ST	626.05
	207058990790	1075 INDEPENDENCE BLVD	252.90
	207058990793	1305 S COCHRAN AVE	170.17
	207058990827	1216 S COCHRAN AVE	2,242.69
	207058990871	111 E LAWRENCE AVE	2,896.15
	207147529469	1227 S COCHRAN AVE	4,552.52
	207147535532	1005 PAINE DR	10,798.42
	601013598300	700 E. SHEPHERD ST.	170.89
TOTAL FOR: CONSUMERS ENERGY			32,164.75
02073	COWHAM, BRIAN		
	6.13.2024	REIMBURSEMENT FOR TRAVEL & PARKING (DPW 1 TRAINING)	81.57
TOTAL FOR: COWHAM, BRIAN			81.57

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
01838	CULLIGAN WATER CONDITIONING		
	93813TN	WATER SOFTENER SALT DELIVERED ON 05.15.2025 @ WEST SIDE	13.25
TOTAL FOR: CULLIGAN WATER CONDITIONING			13.25
01429	DELAU FIRE & SAFETY INC		
	375544	ANNUAL INSPECTION HAND HELD PORTABLEEXTINGUISHERS	624.50
	376009	ANNUAL INSPECTION PORTABLE FIRE EXTINGUISHERS (MUNICIPAL AIRPORT)	80.00
	376022	ANNUAL FIRE EXTINGUISHERS INSPECTIONS (CHARLOTTE VOLUNTEER FIRE DEPT.)	165.00
TOTAL FOR: DELAU FIRE & SAFETY INC			869.50
02110	DELL MARKETING L.P.		
	10752631653	COMPUTER EQUIPMENT FOR ZONING & INSPECTION	3,248.20
TOTAL FOR: DELL MARKETING L.P.			3,248.20
02017	DINGES FIRE COMPANY		
	54515	PARTS TRUCK 313	797.75
TOTAL FOR: DINGES FIRE COMPANY			797.75
01398	EATON COUNTY-TREASURER		
	06.18.2024	TRAILER TAX FY024	2,000.00
TOTAL FOR: EATON COUNTY-TREASURER			2,000.00
01392	EATON CUSTOM SEWING		
	1738	PATCH EMBROIDERY	143.00
TOTAL FOR: EATON CUSTOM SEWING			143.00
02109	ENDUSTRA FILTER MANUFACTURERS		
	J242770-4	AIR FILTERS	236.00
TOTAL FOR: ENDUSTRA FILTER MANUFACTURERS			236.00
01365	ETNA SUPPLY		
	S105715163.001	SOFT COIL	4,736.00
TOTAL FOR: ETNA SUPPLY			4,736.00
02084	FIFER INVESTIGATIONS LLC		
	2831	BACKGROUND INVESTIGATION -R HILLARD CITY MANAGER	1,275.00
TOTAL FOR: FIFER INVESTIGATIONS LLC			1,275.00
01330	FISHBECK, THOMPSON, CARR		
	438312	PROJECT NAME/ DWAM /WATER AMP UPDATE	3,141.25
TOTAL FOR: FISHBECK, THOMPSON, CARR			3,141.25
01322	GALE BRIGGS, INC.		
	M1080	CONCRETE, LIMESTONE IN CONCRETE	1,015.00
	M1397	CONCRETE, LIMESTONE IN CONCRETE	403.00
TOTAL FOR: GALE BRIGGS, INC.			1,418.00
01319	GARDENSCAPES LAWN & LANDSCAPE		
	01705	MEMORIAL PARK MAY 2024	210.00
TOTAL FOR: GARDENSCAPES LAWN & LANDSCAPE			210.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
01438	HASSEL FREE FUELS			
		CFSI-10786	ACCOUNT # 010109 (FIRE) FUEL	780.76
TOTAL FOR: HASSEL FREE FUELS				780.76
02037	HASSEL FREE FUELS			
		CFSI-10734	ACCNT #010107 (DPW/WWTP) FUEL	1,262.40
TOTAL FOR: HASSEL FREE FUELS				1,262.40
MISC	HILLARD, ROBERT C			
		06.17.2024	PAYROLL CHECK 6.14.2024	3,994.81
TOTAL FOR: HILLARD, ROBERT C				3,994.81
01970	HOPKINS MECHANICAL SERVICES, LLC			
		H24248	HVAC REPAIR	2,600.00
TOTAL FOR: HOPKINS MECHANICAL SERVICES, LLC				2,600.00
01252	INDEPENDENT BANK			
		5867-05.14.2024	MAY 2024	10,526.39
TOTAL FOR: INDEPENDENT BANK				10,526.39
00838	IRON HORSE EXCAVATION LLC.			
		23-892	LABOR, EQUIPMENT, MATERIAL	4,599.41
TOTAL FOR: IRON HORSE EXCAVATION LLC.				4,599.41
01242	JACK DOHNEY COMPANIES, INC			
		231207	FLANGE WELD ADAPTER, RUBBER GASKET, DEFLECTOR	887.26
			PLATE,	
		231349	FLANGE WELD-INLET ADAPTER	1,096.79
TOTAL FOR: JACK DOHNEY COMPANIES, INC				1,984.05
MISC	KELLY AIKEN			
		06.07.2024	REINBURSEMENT FOR RENTAL APPLICATION THAT IS NOT A RENTAL	150.00
TOTAL FOR: KELLY AIKEN				150.00
01976	KENT COMMUNICATIONS INC			
		335879	UTILITY BILLS	973.88
TOTAL FOR: KENT COMMUNICATIONS INC				973.88
01883	KENYON AND SONS LLC			
		08-06/08/2024	WEEKLY LAWN MOWING- JUNE 2ND - JUNE 8TH	4,420.00
		9-06/15/2024	WEEKLY LAWN MOWING	4,020.00
TOTAL FOR: KENYON AND SONS LLC				8,440.00
01182	LANSING UNIFORM CO.			
		103593-A	BREAST BADGES	209.90
TOTAL FOR: LANSING UNIFORM CO.				209.90
01684	LEXISNEXIS RISK SOLUTIONS			
		1275544-20240531	BILLING PERIOD 05.01.2024 - 05.31.2024	200.00
TOTAL FOR: LEXISNEXIS RISK SOLUTIONS				200.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
02023	LUNGHAMER FORD			
		BD602	2024 FORD F350	52,850.00
		BD603	2024 FORD F350 4X4 CHASSIS CAB PICK UP (2)	103,498.00
TOTAL FOR: LUNGHAMER FORD				156,348.00
02016	MACQUEEN EMERGENCY			
		P30407	LT HELMET	477.50
TOTAL FOR: MACQUEEN EMERGENCY				477.50
01137	MCGINTY, HITCH, PERSON, ANDE., P.C.			
		06.01.2024	SERVICE THRU MAY 31 , 2024	20,230.00
TOTAL FOR: MCGINTY, HITCH, PERSON, ANDE., P.C.				20,230.00
01120	MERS			
		00156002-1	VOLUNTARY CONTRIBUTION	150,000.00
TOTAL FOR: MERS				150,000.00
02045	MI DEPT OF TREASURY-UNCLAIMED PROP			
		6.06.2024	UNCLAIMED PROPERTY - FEIN# 38-6004528	1,427.00
TOTAL FOR: MI DEPT OF TREASURY-UNCLAIMED PROP				1,427.00
01102	MICHIGAN COMPANY, INC.			
		0000298-905938	HAND CLEANER, SOAP DISH	250.68
TOTAL FOR: MICHIGAN COMPANY, INC.				250.68
01078	MICHIGAN STATE POLICE			
		551-638437	TOKEN FEE FROM 04.01.2024 - 06.30.2024	198.00
TOTAL FOR: MICHIGAN STATE POLICE				198.00
02103	MUNIVATE LLC			
		1107	BS & A BUILDING NET, ZONING, FIRE INSPECTIONS	4,474.42
TOTAL FOR: MUNIVATE LLC				4,474.42
01536	NAPA MPEC			
		264097	FLUID FILTERS	232.98
		267639	BATTERY	160.21
		267950	MUD FLAPS	44.18
TOTAL FOR: NAPA MPEC				437.37
01007	O'REILLY AUTOMOTIVE INC			
		4651-430299	WIPER BLADES	9.32
TOTAL FOR: O'REILLY AUTOMOTIVE INC				9.32
01936	PHOENIX SAFETY OUTFITTERS			
		SI-146935	AIR COMPRESSOR MAINTENANCE	375.00
		SI-146938	AIR COMPRESSOR MAINTENANCE	999.00
TOTAL FOR: PHOENIX SAFETY OUTFITTERS				1,374.00
01030	QUADIENT FINANCE USA, INC.			
		7900044417194903	POSTAGE	500.00
TOTAL FOR: QUADIENT FINANCE USA, INC.				500.00
01234	RANDY JEWELL			
		2024-06	ASSESSING SERVICES & 2024 INSPECTIONS	10,312.00
TOTAL FOR: RANDY JEWELL				10,312.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
00935	ROCHESTER CREATIONS			
		4010	MONOGRAM ON POLOS	105.00
		4020	UNIFORM SHIRTS	192.00
TOTAL FOR: ROCHESTER CREATIONS				297.00
00926	ROWE PROFESSIONAL SERVICES CO			
		113568	PROFESSIONAL SERVICES MAY 01, 2024 TO MAY 31, 2024	1,670.00
TOTAL FOR: ROWE PROFESSIONAL SERVICES CO				1,670.00
00865	SPENCER MANUFACTURING INC			
		18124	ANNUAL PUMP TEST TRUCK 313	1,134.95
		18125	ANNUAL PUMP TESTING TRUCK 311	1,385.18
		18126	ANNUAL PUMP TESTING TRUCK 2	575.18
		18127	ANNUAL PUMP TEST TRUCK 6	685.90
		18129	ANNUAL PUMP TEST TRUCK 5	761.89
		18130	ANNUAL PUMP TEST TRUCK 314	625.50
		18131	ANNUAL PUMP TEST SNORKLE TRUCK	625.50
		18133	CAMERA, MONITOR	378.29
		18134	WHELEN M6 GREEN (TRUCK 311 & 312)	647.94
TOTAL FOR: SPENCER MANUFACTURING INC				6,820.33
02021	STAPLES			
		6002419954	REPLACEMENT KEYBOARD FOR CLERK	27.69
		6003280699	REPLACEMENT INK CARTRIDGES FOR COLOR PRINTER	350.83
TOTAL FOR: STAPLES				378.52
01963	STOP STICK, LTD			
		2024-31004	STOP STICK KIT	1,034.00
TOTAL FOR: STOP STICK, LTD				1,034.00
01168	TIMOTHY M. LEWIS			
		06.14.2024	INTRO LUNCH WITH ROB H.	59.00
TOTAL FOR: TIMOTHY M. LEWIS				59.00
00809	TRUGREEN #2801			
		193925033	LAWN SERVICE @111 E LAWRENCE	39.82
TOTAL FOR: TRUGREEN #2801				39.82
01739	TRUSCO MANUFACTURING COMPANY			
		17971	SHUT OFF VALVE, SPRAY TIPS, CABLE FASTENER, CABLE CASING STOPS	347.30
TOTAL FOR: TRUSCO MANUFACTURING COMPANY				347.30
00808	TSC TRACTOR SUPPLY			
		630834	POWER WASHER	109.98
TOTAL FOR: TSC TRACTOR SUPPLY				109.98
00871	UM HEALTH -SPARROW OCCUPATIONAL HEA			
		00069812-00	EMPLOYEE EXAM AND XRAYS	90.00
		00070051-00	PRE-EMPLOYMENT SCREENINGS	208.00
TOTAL FOR: UM HEALTH -SPARROW OCCUPATIONAL HEA				298.00

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00791	USA BLUE BOOK		
	INV00371695	LAB SUPPLIES	112.40
	INV00372884	LAB SUPPLIES	596.78
	INV00375867	LAB SUPPLIES	223.85
	INV00378500	WATER LAB SUPPLIES	530.34
	INV00378595	WASTE WATER LAB SUPPLIES	223.85
	INV00381936	NEW BALANCE	439.74
TOTAL FOR: USA BLUE BOOK			2,126.96
02111	VERIDIAN		
	153118	CHAPLIN TURN OUT PANTS	100.00
TOTAL FOR: VERIDIAN			100.00
00785	VERIZON WIRELESS		
	9965593306	MAY 02 - JUN 1	1,276.58
TOTAL FOR: VERIZON WIRELESS			1,276.58
00774	WASTE MANAGEMENT-		
	8491127-1710-3	REFUSE PICKUP	1,760.35
TOTAL FOR: WASTE MANAGEMENT-			1,760.35
02090	WELLS, DAN		
	06.14.2024	PAYROLL CHECK 06/14/2024	454.69
TOTAL FOR: WELLS, DAN			454.69
TOTAL - ALL VENDORS			464,997.77
PAYMENT TYPE TOTAL			
Paper Check			422,255.25
EFT Transfer			42,742.52

COMMERCIAL CREDIT CARD STATEMENT 2023

May, 2024

	DATE	VENDOR	DESCRIPTION	ACCOUNT #	AMOUNT	
Perry, S	4/27/2024	Holland Supply Company	Oil For Meters	510-550.000-731.000	\$ 89.76	
	5/2/2024	AMSOIL	Oil For Plant Drives	510-550.000-731.000	\$ 386.41	
			Subtotal		\$ 476.17	
Smith, A	5/6/2024	Snap-On	Cordless Ratchet	601-581.000-731.000	\$ 508.95	
			Subtotal		\$ 508.95	
Griffith, M	4/24/2024	Wal-Mart	Arbor Day Youth Event	510-550.000-731-000	\$ 62.78	
	5/10/2024	WEF Main	Renewal Of Membership	510-537.000-960.000	\$ 235.00	
			Subtotal		\$ 297.78	
Brentar, P	4/20/2024	Smartsign	GeckoCling Decals	248-728.000-900.000	\$ 198.86	
	4/18/2024	Hilton ADV Purchase	Active Violence Conference	101-301.000-965.000	\$ 582.76	
			Subtotal		\$ 781.62	
Fullerton, T	4/18/2024	National Registry	T. Hamilton - EMT National Registry	206-336.000-960.000	\$ 104.00	
	5/8/2024	SEC OF STATE BRANCH	Fire Apparatus - Titles	206-336.000-963.000	\$ 71.00	
	5/8/2024	Elavon Service Fee	Fire Apparatus - Titles	206-336.000-963.000	\$ 1.48	
			Subtotal		\$ 176.48	
City Manager	5/1/2024	GOOGLE	GSuite monthly subscription	666-228.000-810.000	\$ 983.97	Recurring
			Subtotal		\$ 983.97	
Larocque, M.	4/12/2024	NNA Services LLC	Renew Complete Package	101-215.000-731.000	\$ 503.84	
	4/12/2024	Grand Traverse Resort	MAMC Clerks 2024	101-215.000-965.000	\$ 369.00	
	4/15/2024	Side Street Deli	Lunch for Budget Meeting	101-215.000-956.000	\$ 136.73	
	4/26/2024	Kent Communications	Special Assessment Public Hearing	101-215.000-732.000	\$ 1,849.70	
	5/13/2024	YOURMEMBERSHIP	MML Classified Ads (DPW Director)	101-215.000-900.000	\$ 199.00	
	5/13/2024	YOURMEMBERSHIP	MML Classified Ads (Community Dev)	101-25.000-900.000	\$ 199.00	
			Subtotal		\$ 3,257.27	
Gilson, A	4/15/2024	APWA Work Zone	Job Posting	101-441.000-900.000	\$ 375.00	
	5/6/2024	APWA Work Zone	Refund	101-441.000-900.000	\$ (375.00)	
	5/1/2024	Michigan APWA MI.	2024 Great Lakes Expo Conference	101-441.000-965.000	\$ 350.00	
	5/1/2024	Boyne Mountain Lodging	APWA Conference	510-537.000-965.000	\$ 189.75	
				510-555.000-965.000	\$ 63.18	
			Subtotal		\$ 602.93	
Kristiansen,	3/26/2024	Zoro Tools INC	Downtown Rig Cords to replace non com	101-265.000-810.000	\$ 2,427.35	
	4/19/2024	Easy Badges, LLC	Cardholder ID Badge Printer	206-336.000-731.000	\$ 799.90	
	4/26/2024	Blauer Manufacturing	Uniform Shirt	206-336.000-815.000	\$ 164.97	
	4/28/2024	Survey Monk	Monthly Subscription	206-336.000-960.000	\$ 49.00	
			Subtotal		\$ 3,441.22	
			Total		\$ 10,526.39	

User: CKOENIG

DB: Charlotte

Vendor Code Vendor Name

Invoice	Description	Amount
01173	LEA'S AUTO BODY	
8369	MOUNT & BALANCE 4 TIRES	80.00
TOTAL FOR: LEA'S AUTO BODY		80.00
TOTAL - ALL VENDORS		80.00
PAYMENT TYPE TOTA		
Paper Check		80.00



Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: June 24, 2024
Re: Staff report on Mayoral appointments to boards and commissions.

Background

In accordance with Section 4.4 (7) of the City Charter, the Mayor shall make appointments of members to the boards and commissions of the city which are authorized by law or direction of the Council.

Recommendation

It is recommended that Council approves the following Mayoral appointment(s);

NAME	BOARD/COMMISSION	EXPIRATION OF TERM
Zachary Story	Parks Advisory Board	5/31/2027

Financial Impacts

No financial impact

Suggested Motion

Motion to approve the Mayoral appointment(s) as outlined herein to their respective board or commission for the term of expiration given.

CITY OF CHARLOTTE
RESOLUTION NO. 2024-20
A RESOLUTION TO APPROVE CHANGES
TO SIGNATORIES FOR INDEPENDENT BANK ACCOUNTS

WHEREAS, the City maintains its various bank accounts with Independent Bank whose branch is located at 129 Lansing Street in Charlotte; and

WHEREAS, certain City officers and employees are authorized to act on behalf of the City to make various transactions with regard to those accounts and, in this capacity, are designated as signatories on these accounts; and

WHEREAS, a change in personnel has prompted the necessity to update signatories on the bank accounts, and

WHEREAS, it is a requirement of Independent Bank to submit a Resolution by Council approving designated City personnel who are assigned as signatories on the bank accounts; now therefore

BE IT RESOLVED that the previous Interim City Manager Douglas Terry is to be removed as a signatory.

BE IT FURTHER RESOLVED that City Manager, Robert Hillard is to be added as a signatory.

The foregoing resolution was presented by _____ and supported by _____ for approval. Carried; Yea (); Nay (); Absent ().

CERTIFICATION

I, Mary LaRocque, City Clerk for the City of Charlotte, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Charlotte during its regular meeting held on June 24, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 P.A. 267, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Mary LaRocque, City Clerk

Memo

To: City Council
From: Amy E. Gilson, P.E., Director of Public Works
Date: June 19, 2024
Re: DPW Truck Disposition

You will find a memo in the packet about the disposition of three DPW trucks. We have received the chasses that were ordered last August, and they will be sent to the upfitter as they receive their equipment.

While it isn't expected that the value of each individual truck would exceed the thresholds set by council for this action, the value of the three trucks combined will. Because they will all be sent to auction at the same time, I didn't want anyone questioning the process, thus the memo requesting permission to send the three trucks to auction when they are ready.

Please let me know if you have any questions.

cc: Rob Hillard, City Manager



Memo

To: Honorable Mayor Lewis; City Council
From: Amy E. Gilson, PE - Director of Public Works
Date: June 19, 2024
Re: Staff report on DPW Trucks Sale

Background

The Department of Public Works owns three old trucks that have been replaced with new trucks that were approved for purchase by the city council at their meeting on August 21, 2023. The old trucks are no longer needed in the day-to-day operations of the Department will also be sold through auction. They are the service truck (2012), the wastewater crane truck (2005), and a pickup (2007).

The Department has tried different auction firms to dispense with old equipment, and the most recent effort exceeded our expectations. Rangerbid should be able to maximize our return for these three trucks also. A minimum bid price will be established for the vehicle. The buyer will be responsible for all fees, and there will be no cost the City.

Recommendation

Section 2-184 of the City Ordinances allows for disposition of city assets through a sealed bids (public auction). City Council agrees to sell the three trucks through Rangerbid auctions.

Financial Impacts

The revenues from the sale of the truck will be deposited back into the Motor Vehicle Pool fund from which the truck was originally purchased.

Suggested Motion

City Council approves the sale of three DPW trucks through Rangerbid online auction in accordance with City Ordinance 2-184.