



PROPOSED AGENDA
REGULAR MEETING OF THE CHARLOTTE CITY COUNCIL
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
7:00 P.M. Monday, January 03, 2022

Interested persons can participate in-person or via Zoom
Connect to Zoom from your computer, tablet, or smartphone
Website: <https://us02web.zoom.us/j/87420549820>
One tap mobile: +16465588656,,87420549820#
Telephone: (312) 626-6799 Webinar ID: 874 2054 9820

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Randy Royston, New Hope Community Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. Approval of Regular Council Meeting Minutes December 20, 2021
- 6. Absence of Council Members**
- 7. Public Comment - Limit presentation to five (5) minutes**
- 8. Approval of Agenda**
- 9. Special Presentations**
 - a. Presentation of the FY21 Audit by Plante and Moran
- 10. Consent Agenda**
 - a. Approval of Claims and Expenditures totaling \$253,259.27
 - b. Approval of Mayoral Appointment Rico Rios to the Parks Advisory Committee with a term ending 5/30/2024
 - c. Consider Resolution 2022-001 Adoption of guidelines for poverty exemptions
- 11. Business Agenda**
 - a. Consider Resolution 2021-169 Grant Funding Appropriations

12. Communications and Committee Reports

- a. City Attorney Report
- b. City Manager Report
- c. Councilmember Committee Reports

13. Public Comment

14. Mayor and Council Comments

15. 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
Regular Council Meeting
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
December 20, 2021

CALL TO ORDER:

By Mayor Armitage on Monday December 20, 2021 at 7:01 p.m.

ROLL CALL:

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

INVOCATION:

No pastor was present

PLEDGE OF ALLEGIANCE:

Led by Mayor Armitage

APPROVAL OF MINUTES:

December 6, 2021 Regular Council Meeting Minutes and December 14, 2021 Workshop Meeting Notes

Moved by Van Langevelde, supported by Dyer to approved the meeting minutes as presented by the following vote; Yea 6; Nay 0; Absent 1, Motion passed.

EXCUSE ABSENT MEMBERS:

Tamra Weissenborn

Moved by Van Langevelde, supported by Dyer to approve the absence of Mayor Pro-Tem Weissenborn. Yea 6; Nay 0; Absent 1, Motion passed.

PUBLIC COMMENT:

Business owner John shared his opinion on the state of water, parks, and parking lots within the city.

APPROVAL OF REGULAR AGENDA AND UNANIMOUS CONSENT AGENDA:

Motion by Dyer, supported by Van Langevelde to approve the regular agenda as published. Yea 6; Nay 0; Absent 1, Motion passed.

No items pulled from unanimous consent agenda

Motion by Lake, supported by Dyer to approve the unanimous consent agenda by roll call vote the following voted Yea 6, Nay 0; Absent 1, Motion passed.

EXPEDITED RESOLUTIONS AND ORDINANCES:

a. Consider Resolution 2021-165 Approval of Claims and Expenditures.

RESOLUTION NO. 2021-165

A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY OF CHARLOTTE FOR DECEMBER 20, 2021

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

WHEREAS, the DECEMBER 17, 2021 payroll totaled \$94,402.14; and

WHEREAS, the DECEMBER 6, 2021, insurance claims totaled \$747.31; and

WHEREAS, the DECEMBER 13, 2021 insurance claims totaled \$2,006.42; and

WHEREAS, the DECEMBER 15, 2021 claims total \$457,196.76:

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for DECEMBER 20, 2021, in the amount of \$554,352.63

The foregoing resolution was presented by Lake and supported by Dyer for approval with the following roll call vote; Yea 6; Nay 0; Absent 1. Motion passed.

b. Consider Resolution 2021-166 Mayoral Appointments

**RESOLUTION NO. 2021-166
A RESOLUTION TO APPROVE MAYORAL
APPOINTMENT(s)**

WHEREAS, a need for Council appointments to the Board of Review, Camp Frances Board, Airport Advisory Board, Parks Advisory Board, Charlotte Area Recreation Co-op, EATRAN, and Planning Commission exists; and

WHEREAS, Mayor Armitage is recommending the following individual(s) to be appointed:

Name	Board	Term Ending
Susan DeBack	Camp Frances	5/15/2024
Mikaela Bliven	Planning Commission	3/31/2024
Becky Kendall	Board of Review	12/31/2026
Zach Story	Park Advisory Board	05/30/2024

Renee Lester	Planning Commission	3/31/2023
Anthony Rodriguez	Airport Advisory	11/10/2025
Adrianne Van Langevelde	Parks Advisory Board	11/13/2023
Tamra Weissenborn	Charlotte Area Recreation Co-op	11/13/2023
Branden Dyer	EATRAN Board	11/13/2023
Christopher Lake	Planning Commission	11/10/2025

THEREFORE, BE IT RESOLVED that the appointment(s) listed above shall be and the same are hereby approved.

The foregoing resolution was presented by Lake and supported by Dyer for approval with the following roll call vote; Yea 6; Nay 0; Absent 1. Motion passed.

c. Consider Resolution 2021-167 Council Policy Changes

**RESOLUTION NO. 2021-167
A RESOLUTION TO RESCIND COUNCIL POLICY 2021-01 RESOLUTIONS AND TO AMEND COUNCIL POLICY 2021-04 ORDER OF BUSINESS**

WHEREAS, City Council has expressed a desire to address inefficiencies in operations and noted the practice of approving all actions with two readings and via resolution has unduly burdened city staff and hampered the City Council's ability to govern effectively; and

WHEREAS, administration has recommended the elimination of requirement for all actions to be in the form of a resolution; and

WHEREAS, administration has prepared an amended Council Policy regarding order of business to replace the introduction and action resolution items with consent and business agenda; **THEREFORE, BE IT RESOLVED** that Council Policy 2021-01 Resolution is rescinded and Council Policy 2021-04 Order of Business is amended.

The foregoing resolution was presented by Lake and supported by Dyer for approval with the following roll call vote; Yea 6; Nay 0; Absent 1. Motion passed.

d. Consider Resolution 2021-168 LIWAP Participation

**RESOLUTION 2021-168
A RESOLUTION TO AUTHORIZE MEMO OF
UNDERSTANDING FOR LOW INCOME HOUSEHOLD
WATER ASSISTANCE PROGRAM WITH STATE OF
MICHIGAN**

WHEREAS, access to safe and affordable drinking water and wastewater services is a fundamental element of health, safety, and well-being for households across America; and

WHEREAS, for many low-income households across America, water affordability needs have been significantly exacerbated by the COVID-19 public health crisis, and while water is required to follow the federal guidance from the Centers for Disease Control and Prevention (CDC) advising washing hands frequently in order to reduce the transmission of Covid-19, the pandemic has made it significantly more difficult for individuals and families to pay their home drinking water and wastewater bills; and

WHEREAS, the Low-Income Household Water Assistance Program (LIHWAP) provides critical nationwide emergency support; and

WHEREAS, LIHWAP, a federally funded, State of Michigan facilitated, COVID-19 relief related assistance program that has been awarded to Capital Area Community Services, Inc. (CACS); and

WHEREAS, CACS has been awarded \$1.5 million in direct assistance dollars to make water and sewer related payments on behalf of eligible residents in its four-county service area; and

WHEREAS, in order for eligible residents in the City of Charlotte to participate in this program, the City must enter into a Memo of Understanding with the Michigan Department of Health and Human Services and the CACS for reimbursement;

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to sign the Memorandum of Understanding on behalf of the city of Charlotte.

The foregoing resolution was presented by Lake and supported by Dyer for approval with the following roll call vote; Yea 6; Nay 0; Absent 1. Motion passed.

APPROVAL OF RESOLUTIONS AND ORDINANCES:

**a. Consider Resolution 2021-169 Grant Funding
Appropriations**

**RESOLUTION 2021-169
A RESOLUTION TO SUPPORT GRANT FUNDING
APPROPRIATIONS**

WHEREAS, the City of Charlotte operates a public water system which serves consumers in the city limits; and

WHEREAS, Public Act 399 of 1976, known as the Safe Drinking Water Act, outlines the powers and duties of a public water supply; and

WHEREAS, consistent with that Act, the state of Michigan, through the Michigan Department of Environment, Great Lakes, and Energy (EGLE) is responsible for establishing and enforcing state and federal drinking water requirements of public water supplies; and

WHEREAS, the City's public water system is operated as an Enterprise Fund within the city's fund accounting and is legally obligated to recover all costs, primarily through fees or charges to users; and

WHEREAS, the City of Charlotte Department of Public Works (DPW) is given the administrative authority to operate and maintain the system by City Ordinance; and

WHEREAS, the DPW has determined that ongoing improvements to the water system are necessary for maintaining the system and would provide a benefit to consumers of the water supply along with improving service to residents and visitors to the service area; and

NOW, THEREFORE, BE IT RESOLVED that the City Council supports the appropriation of funds from the State of Michigan, County of Eaton, or any other granting sources to fund any needed improvements to the water system infrastructure in the city of Charlotte.

The foregoing resolution was presented by Lake and supported by Dyer for approval with the following roll call vote; Yea 6; Nay 0; Absent 1. Motion passed.

PUBLIC COMMENTS:

No comments

COMMUNICATIONS AND COMMITTEE REPORTS:

a. City Attorney report was received

b. City Manager report was received

LaPere noted upcoming City Hall Holiday closing dates, auditors to be available at the January 3rd meeting, update on open-bids for realtors to sell properties and to text "charlotte" to number 67283 for text alerts.

c. Council member Committee Reports

No committee reports yet as council members just assigned.

MAYOR AND COUNCIL COMMENTS:

Armitage: Sending thanks to public safety

Horvath: Grant resolution clarification

Van Langevelde: Overtime for firefighters, thank you to Police for their "challenging" week, Merry Christmas!

Rodriguez: Merry Christmas!!

Dyer: Happy Thanksgiving, Be safe!!

ADJOURNMENT:

Motion by Dyer, supported by Lake to adjourn the meeting at 8:50 p.m. Yea 6; Nay 0; Absent 1, Motion passed.

Mayor Armitage

Mary LaRocque, City Clerk



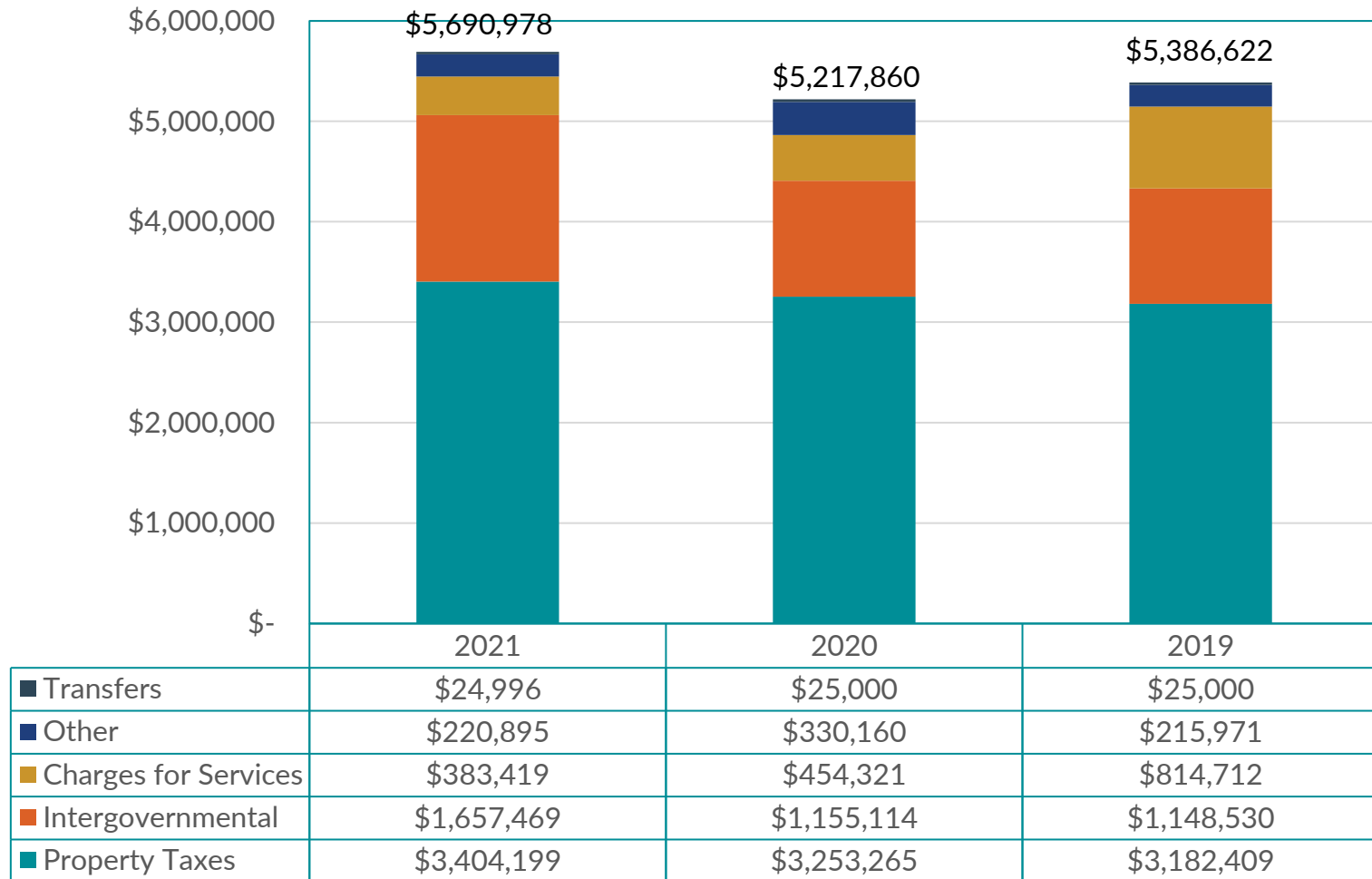
plante moran | Audit. Tax. Consulting.
Wealth Management.

City of Charlotte

Presentation to the City Council
For Year Ended June 30, 2021



City of Charlotte General Fund Revenue Year Ended June 30

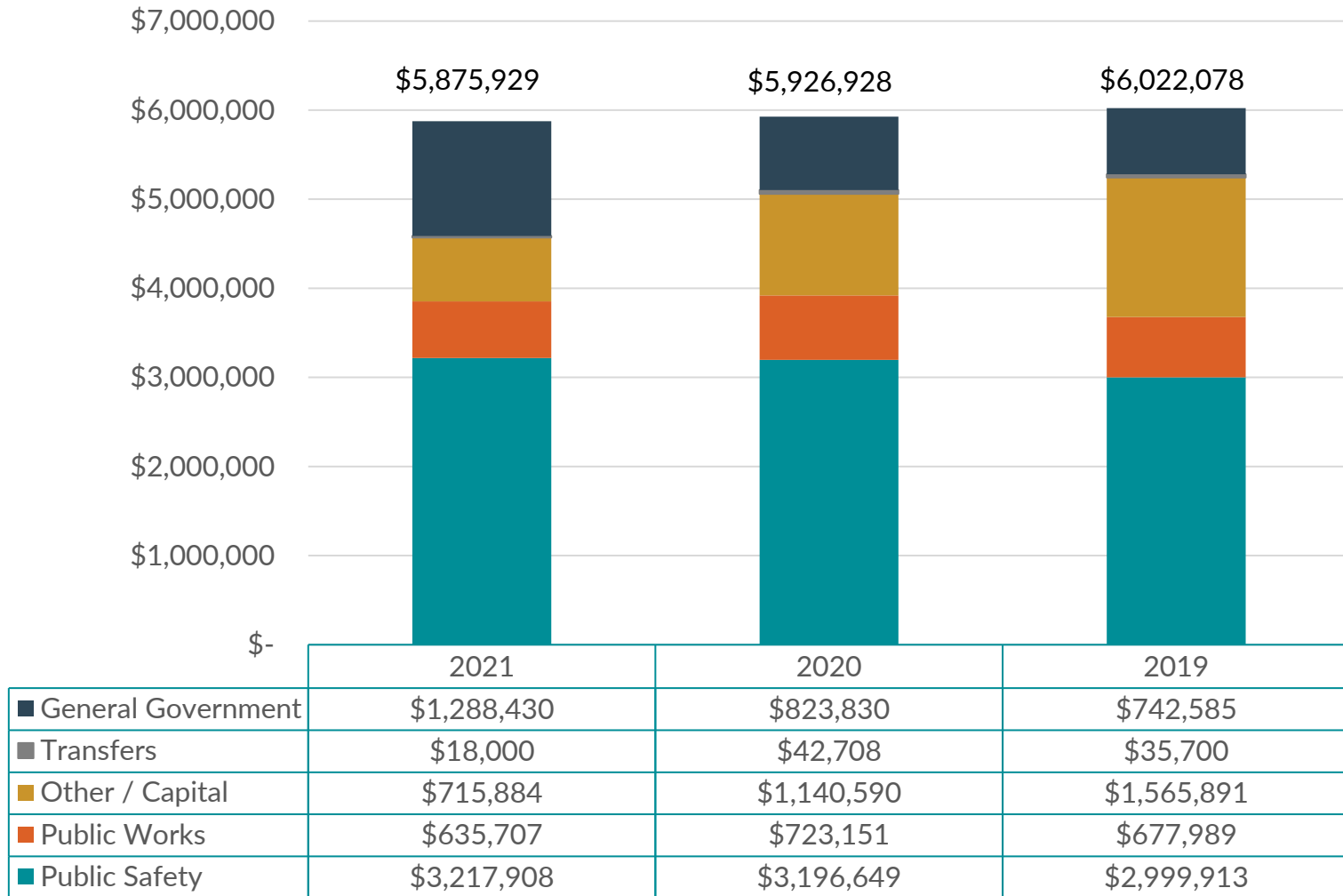




City of Charlotte

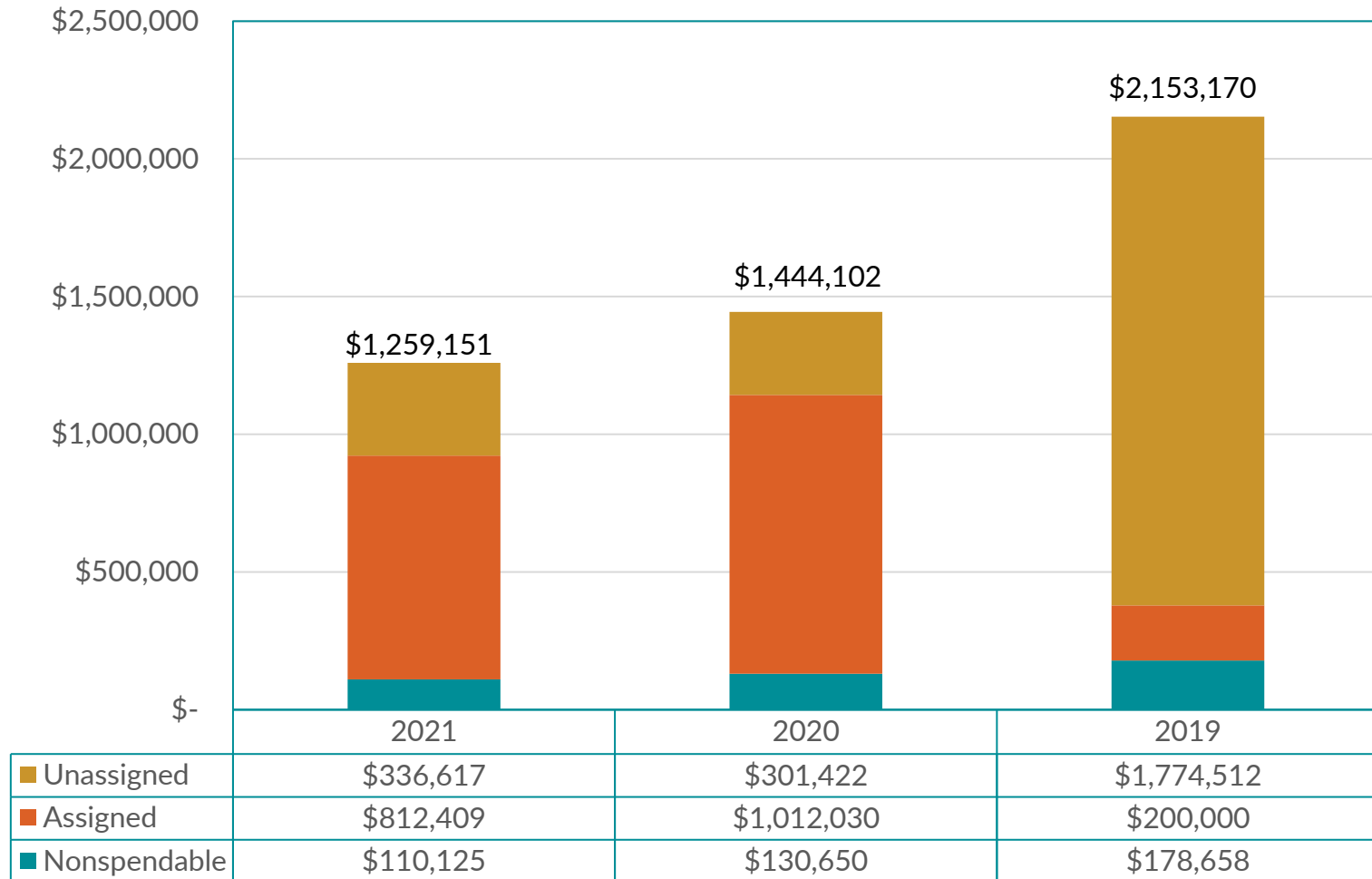
General Fund Expenditures and Transfers

Year Ended June 30





City of Charlotte General Fund – Fund Balance June 30

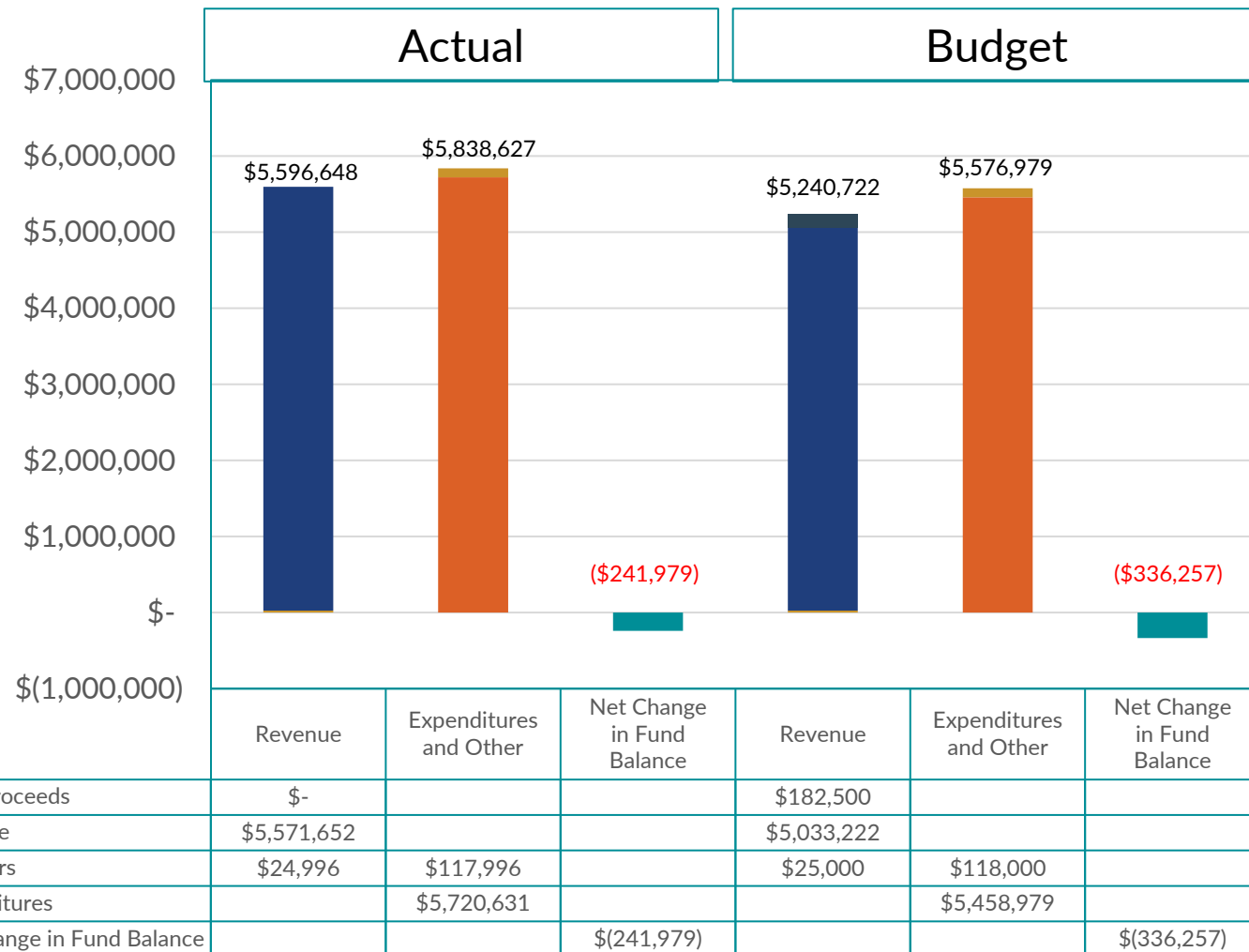




City of Charlotte

General Fund Revenue/Expenditures Comparison of Actual to Budget (excludes Airport)

Year Ended June 30, 2021

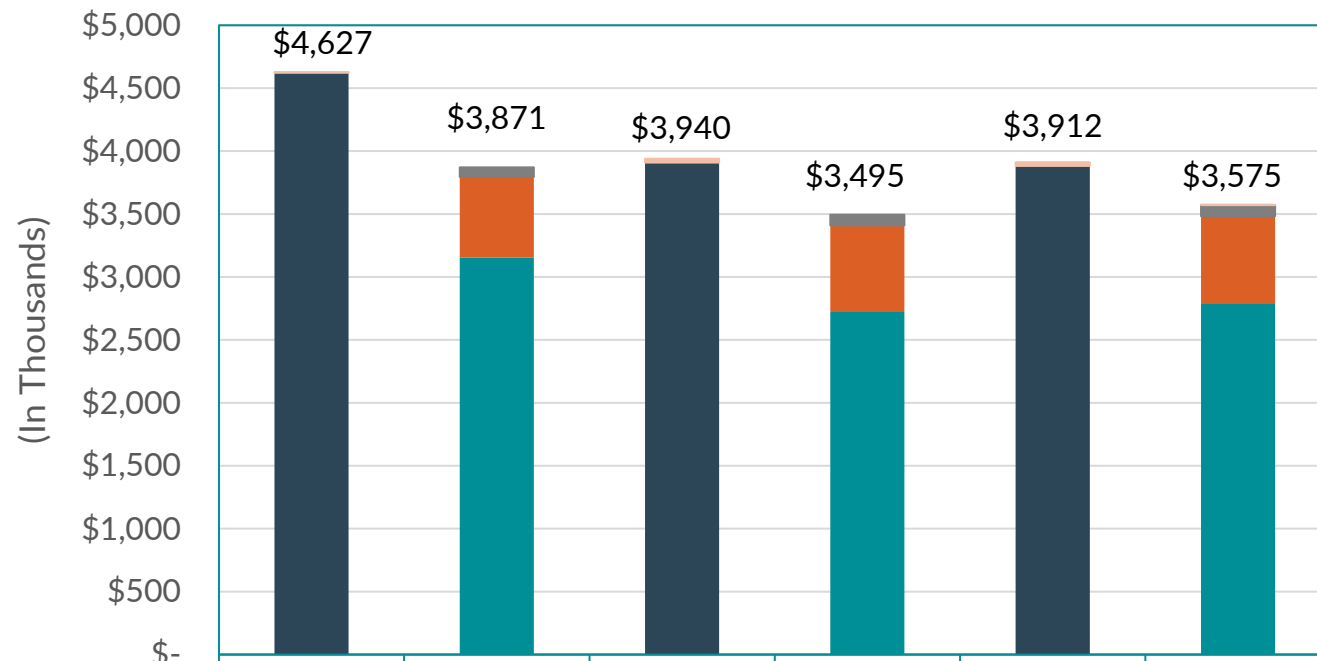




City of Charlotte

Enterprise Fund – Water Supply and Sewage Disposal System

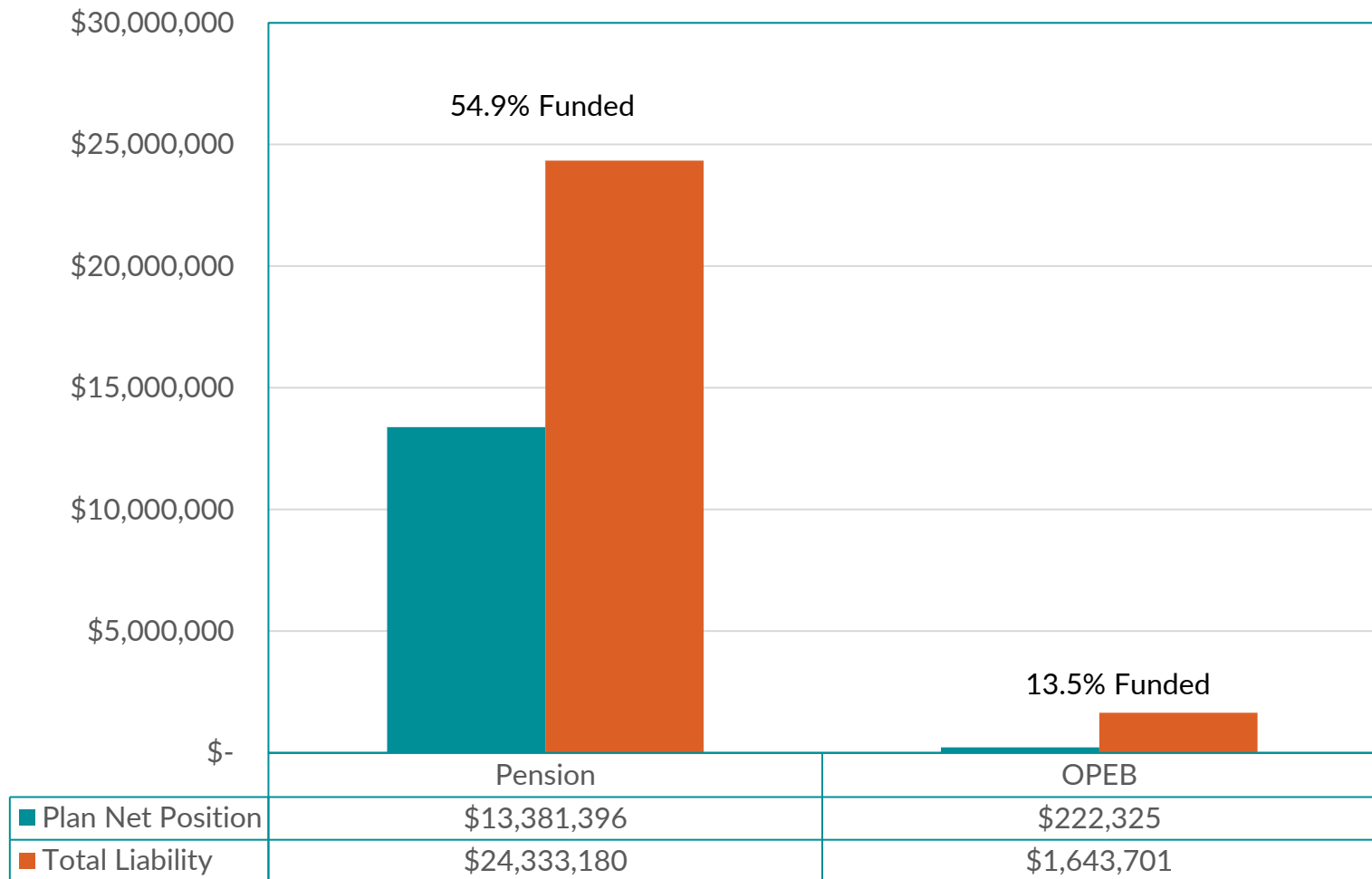
Year Ended June 30



	2021 Revenue	2021 Expenses	2020 Revenue	2020 Expenses	2019 Revenue	2019 Expenses
Nonoperating Revenue	\$3		\$31	\$-	\$30	\$4
Operating Revenue	\$4,624		\$3,909		\$3,882	
Interest Expense		\$76		\$85		\$88
Loss on Sale of Assets				\$-		\$-
Depreciation and Amortization		\$641		\$688		\$698
Cost of Services		\$3,154		\$2,722		\$2,785



City of Charlotte Pension and OPEB Funding June 30, 2021





2021 Highlights

- The City invested 2.1 million in variety of capital assets including vehicles, and park, road & parking lot improvements
- No new debt was issued, and total debt outstanding decreased by \$646,000.
- The funding percentage of the City's pension plan increased from 53.7% in 2020 to 54.9% in the CY. City's Net Pension Liability is approximately \$10.9million.
- The funding percentage of the OPEB plan is 13.5% compared to 0% in PY. The City's OPEB Liability decreased from approximately \$1.8 million in 2020 to \$1.4M.



Thank you for the opportunity to serve as auditors for the City of Charlotte

For more information contact:

Plante & Moran, PLLC

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Nicolette.Acho@plantemoran.com



Memo

Date: January 3, 2022
To: Honorable Mayor Armitage; City Council
From: Mary LaRocque, City Clerk
Re: Claims and Expenditures

The total of \$ 253,259.27 for claims and expenditures presented for approval at the January 3, 2022 council meeting are itemized as follows:

\$ 101,284.30	Payroll paid on December 31, 2021
\$ 315.46	Insurance claims week of December 20, 2021
\$ 855.72	Insurance claims week of December 27, 2021
\$ 150,803.79	Invoiced claims presented as of December 29, 2021

An invoice claims detail report has been provided.

Thank you!

mal

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
INVOICE ENTRY DATES 12/16/2021 - 12/29/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

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Vendor Code	Vendor Name	Invoice	Description	Amount
01687	ABC FASTENER GROUP INC			
		A449867	PARTS	112.03
		A449868	PARTS	231.63
TOTAL FOR: ABC FASTENER GROUP INC				343.66
01764	AMAZON CAPITAL SERVICES			
		13MD-TTCN-HHC7	TOILET PAPER	74.70
		14M1-G7WG-41JL	SUPPLIES	519.99
		19FM-JM6P-L9JW	SUPPLIES	44.98
		19LX-XTQX-LFXG	AIR WICK	14.99
		1GKT-XXDW-6JF7	FLAGS	75.98
		1R14-JLNC-LQCM	ICE SCOOP	35.01
TOTAL FOR: AMAZON CAPITAL SERVICES				765.65
01629	AVERY OIL & PROPANE, INC			
		665642	PROPANE	473.80
TOTAL FOR: AVERY OIL & PROPANE, INC				473.80
01608	BARYAMES CLEANERS			
		BN1615-12.16.202	DRY CLEANING	146.25
		BN1616-12.16.202	DRY CLEANING	195.25
TOTAL FOR: BARYAMES CLEANERS				341.50
01581	BLUE CARE NETWORK			
		213410010182	MEDICAL COVERAGE	48,292.22
		213410010250	MEDICAL COVERAGE	3,803.99
TOTAL FOR: BLUE CARE NETWORK				52,096.21
01555	BYRUM ACE HARDWARE			
		156551	SUPPLIES	35.97
		156640	SUPPLIES	7.37
		156887	SUPPLIES	43.99
		156890	FLY PAPER	11.98
		157538	SUPPLIES	36.08
		158003	KEY MASTER	2.59
		158018	SUPPLIES	44.99
		158977	SUPPLIES	1.80
TOTAL FOR: BYRUM ACE HARDWARE				184.77
01547	CANON FINANCIAL SERVICES, IN			
		27801968	2021 DECEMBER	253.73
TOTAL FOR: CANON FINANCIAL SERVICES, IN				253.73
01512	CHARLOTTE LITHOGRAPH			
		129089	BUSINESS CARDS	21.50
TOTAL FOR: CHARLOTTE LITHOGRAPH				21.50
01486	CONSULTANTS ON CALL, LLC			
		2021-22804	MANAGED SERVICE FEES	187.50
TOTAL FOR: CONSULTANTS ON CALL, LLC				187.50
01487	COUNTRY SIDE TOWING & RECOV			
		035574	STREET SWEEPER TOW	350.00
TOTAL FOR: COUNTRY SIDE TOWING & RECOV				350.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
01397	COUNTY OF EATON	2022-00000001	NOVEMBER 2021 CITY GENERAL ELECTION	525.05
TOTAL FOR: COUNTY OF EATON				525.05
01428	DELTA DENTAL PLAN OF MICHIGAN	RIS0003866147	DENTAL PREMIUMS	4,042.12
TOTAL FOR: DELTA DENTAL PLAN OF MICHIGAN				4,042.12
01897	EATON COUNTY- CONSTRUCTION CODE	12.14.2021	NOVEMBER 2021 INSPECTION	400.00
TOTAL FOR: EATON COUNTY- CONSTRUCTION CODE				400.00
00932	ERIC ROGERS LLC	27044	2 OF 10 PAYMENTS FOR DOWNTOWN SNOW REMOVAL	1,180.00
		27236	3 OF 10 PAYMENTS FOR DOWNTOWN SNOW REMOVAL	1,180.00
TOTAL FOR: ERIC ROGERS LLC				2,360.00
01358	FAMILY FARM & HOME	001236/C	CHAIN ROLLER	40.48
		001238/C	SUPPLIES	49.95
TOTAL FOR: FAMILY FARM & HOME				90.43
01711	FLEET SERVICES INC.	2426-A	PARTS	390.20
		2431-A	PARTS	425.35
TOTAL FOR: FLEET SERVICES INC.				815.55
01934	GEORGE INSTRUMENT CORP	5026032	PARTS	1,263.97
TOTAL FOR: GEORGE INSTRUMENT CORP				1,263.97
01308	GRAINGER PRODUCTS	9147437900	PROTECTED VEST	15.72
		9149003247	PARTS	8.60
TOTAL FOR: GRAINGER PRODUCTS				24.32
01763	GRANT SEAVOLT	LH MAX-CSR-A	BOOT ALLOWANCE	200.00
TOTAL FOR: GRANT SEAVOLT				200.00
01438	HASSEL FREE FUELS	CFSI-6539	GAS AND DIESEL	1,231.33
		CFSI-6586	GAS AND DIESEL	682.34
TOTAL FOR: HASSEL FREE FUELS				1,913.67
01247	INTERNATIONAL MINUTE PRESS	27812	DECEMBER UTILITY BILLS	950.50
TOTAL FOR: INTERNATIONAL MINUTE PRESS				950.50
00838	IRON HORSE EXCAVATION LLC.	21-510	127 UPLAND AVE	3,295.00
		21-511	211 W. LOVETT ST.	1,225.00
		21-512	216 SHELTON ST.	2,806.63
TOTAL FOR: IRON HORSE EXCAVATION LLC.				7,326.63

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Vendor Code	Vendor Name	Invoice	Description	Amount
01199	KIMBALL MIDWEST	9475856	PARTS	310.86
TOTAL FOR: KIMBALL MIDWEST				310.86
00781	KNIGHT WATCH, INC.	INV025323	MONTHLY MONITORING	164.82
TOTAL FOR: KNIGHT WATCH, INC.				164.82
01182	LANSING UNIFORM CO.	90944-A	UNIFORM	275.00
		91567-A	UNIFORM	69.95
TOTAL FOR: LANSING UNIFORM CO.				344.95
01175	LAWNTECH	12.03.2021A	AIRPORT LAWN	215.38
		12.03.2021C	CITY LAWN	538.40
TOTAL FOR: LAWNTECH				753.78
01926	LOOMIS, EWERT, PARSLEY, DAVIS & GOT	12.15.2021	DECEMBER 2021	259.00
TOTAL FOR: LOOMIS, EWERT, PARSLEY, DAVIS & GOT				259.00
01935	MAFC	04083	FIRE EXPO/ANNUAL CONFERENCE	35.00
TOTAL FOR: MAFC				35.00
01303	MATT D. GRIFFITH	38771	BOOT ALLOWANCE	200.00
TOTAL FOR: MATT D. GRIFFITH				200.00
01714	MATTHEW MITSCHKE	C22442826465328	BOOT ALLOWANCE	200.00
TOTAL FOR: MATTHEW MITSCHKE				200.00
00295	MICHIGAN ECONOMIC DEVELOPERS	14964	2022 MEMBERSHIP	315.00
TOTAL FOR: MICHIGAN ECONOMIC DEVELOPERS				315.00
01082	MICHIGAN NETWORK CONSULTANTS	2021-22803	IT SERVICES	3,175.00
TOTAL FOR: MICHIGAN NETWORK CONSULTANTS				3,175.00
01021	NORTHERN SAFETY CO., INC.	904637552	VESTS	267.36
		904643636	SUPPLIES	98.22
		904643637	SUPPLIES	240.76
		904643638	SUPPLIES	120.38
TOTAL FOR: NORTHERN SAFETY CO., INC.				726.72
01936	PHOENIX SAFETY OUTFITTERS	SI-120671	SUPPLIES	317.86
TOTAL FOR: PHOENIX SAFETY OUTFITTERS				317.86

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00973	PREIN & NEWHOF, P.C.	65173	FPK EASEMENT ACQUISTION	9,762.84
TOTAL FOR: PREIN & NEWHOF, P.C.				9,762.84
00964	QUILL CORP.	21706601	SUPPLIES	56.17
		21730662	SUPPLIES	10.99
TOTAL FOR: QUILL CORP.				67.16
00935	ROCHESTER CREATIONS	3843	UNIFORMS	74.00
TOTAL FOR: ROCHESTER CREATIONS				74.00
00926	ROWE PROFESSIONAL SERVICES CO	0100218	SAFE ROUTES TO SCHOOL	7,140.00
		0101274	SAFE ROUTES TO SCHOOL	12,456.25
		0101281	HALL STREET RECONSTRUCTION	6,675.50
TOTAL FOR: ROWE PROFESSIONAL SERVICES CO				26,271.75
00913	SANBORN SIGNCRAFTERS	50191	REPLACE CPD SHIELD	50.00
TOTAL FOR: SANBORN SIGNCRAFTERS				50.00
00873	SOUTH CENTRAL MI WTR ASSOC.	01.20.2022	SPRING MEETING	210.00
TOTAL FOR: SOUTH CENTRAL MI WTR ASSOC.				210.00
00861	STANDARD LIFE INSURANCE CO	12.15.2021	DECEMBER 2021	1,534.03
TOTAL FOR: STANDARD LIFE INSURANCE CO				1,534.03
01424	STATE OF MICHIGAN	761-10670506	BIOSOLIDS LAND FEE, & DRY TONS	1,910.86
TOTAL FOR: STATE OF MICHIGAN				1,910.86
01465	THE COUNTY JOURNAL	239888	NOTICE OF ORDINANCE	60.44
TOTAL FOR: THE COUNTY JOURNAL				60.44
01536	THE PARTS PLACE	220414	SUPPLIES	36.53
		220726	PARTS	34.98
		220871	CHEVY OR (522)	19.98
TOTAL FOR: THE PARTS PLACE				91.49
00820	TRACE ANALYTICAL LABORATORIES	1120625	WATER QUALITY SAMPLES- 12-13-2021	94.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES				94.00
00808	TSC TRACTOR SUPPLY	463702	WEED BARRIER	39.99
TOTAL FOR: TSC TRACTOR SUPPLY				39.99

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00791	USA BLUE BOOK			
		814386	SUPPLIES	1,759.00
		817293	SUPPLIES	141.88
TOTAL FOR: USA BLUE BOOK				1,900.88
00785	VERIZON WIRELESS			
		9894660541	DECEMBER 2021	1,281.01
TOTAL FOR: VERIZON WIRELESS				1,281.01
00773	WATERWORKS SYSTEMS & EQUIPMENT			
		10305	BIOGAS WASTE GAS BURNER SYSTEM	23,525.00
TOTAL FOR: WATERWORKS SYSTEMS & EQUIPMENT				23,525.00
00766	WEST SHORE SERVICES, INC			
		29594	2021 ANNUAL INSPECTION AND MAINTENANCE	1,520.00
TOTAL FOR: WEST SHORE SERVICES, INC				1,520.00
00761	WILLIAMS FARM MACHINERY, INC.			
		3973	PARTS	16.79
TOTAL FOR: WILLIAMS FARM MACHINERY, INC.				16.79
00759	WIN-911 SOFTWARE			
		213XT102-2022329	ANNUAL RENEWAL OF CUSTOMER CARE	660.00
TOTAL FOR: WIN-911 SOFTWARE				660.00
TOTAL - ALL VENDORS				150,803.79
PAYMENT TYPE TOTAL				
Paper Check				150,803.79

**CITY OF CHARLOTTE
RESOLUTION 2022-001
GUIDELINES FOR POVERTY EXEMPTIONS**

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Charlotte, County of Eaton, State of Michigan adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

FEDERAL INCOME GUIDELINES FOR 2022 POVERTY EXEMPTION

1 person	\$12,880
2 persons	\$17,420
3 persons	\$21,960
4 persons	\$26,500
5 persons	\$31,040
6 persons	\$35,580
7 persons	\$40,120
8 persons	\$44,660
For Each Additional Person add	\$4,540

MAXIMUM ASSET STANDARDS TO BE ELIGIBLE FOR A POVERTY EXEMPTION (PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall include an asset level test)

1 person	\$28,656
2 persons	\$35,499
3 persons	\$42,459
4 persons	\$49,284
5 persons	\$56,347
6 persons	\$63,287
7 persons	\$70,132
8 persons	\$77,230

For Each Additional Person add

\$9,653

NOW THEREFORE BE IT RESOLVED that the City of Charlotte Board of Review shall follow the above stated income and asset level guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

The foregoing resolution was presented by and supported by for approval with the following roll call vote; Yea ; Nay ; Absent . Motion .

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 January 3, 2022

Mary LaRocque, City Clerk

RESOLUTION 2022-001

RESOLUTION 2021-169
A RESOLUTION TO SUPPORT GRANT FUNDING APPROPRIATIONS

WHEREAS, the City of Charlotte operates a public water system which serves consumers in the city limits; and

WHEREAS, Public Act 399 of 1976, known as the Safe Drinking Water Act, outlines the powers and duties of a public water supply; and

WHEREAS, consistent with that Act, the state of Michigan, through the Michigan Department of Environment, Great Lakes, and Energy (EGLE) is responsible for establishing and enforcing state and federal drinking water requirements of public water supplies; and

WHEREAS, the City's public water system is operated as an Enterprise Fund within the city's fund accounting and is legally obligated to recover all costs, primarily through fees or charges to users; and

WHEREAS, the City of Charlotte Department of Public Works (DPW) is given the administrative authority to operate and maintain the system by City Ordinance; and

WHEREAS, the DPW has determined that ongoing improvements to the water system are necessary for maintaining the system and would provide a benefit to consumers of the water supply along with improving service to residents and visitors to the service area; and

NOW, THEREFORE, BE IT RESOLVED that the City Council supports the appropriation of funds from the State of Michigan, the County of Eaton, the Federal Government, or any other granting sources to fund any needed improvements to the water system infrastructure in the city of Charlotte.

The foregoing resolution was presented by and supported by for approval with the following roll call vote; Yea ; Nay ; Absent . Motion .

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 January 3, 2022

Mary LaRocque, City Clerk

MEMORANDUM

TO: Charlotte City Council

FROM: Thomas M. Hitch, City Attorney

RE: CITY ATTORNEY REPORT

DATE: December 29, 2021

The following is my report to the City Council on issues in which our office has been engaged since the last Council meeting:

1. City of Charlotte v Chuck's Chariots, LLC and Mirador, LLC. The Doty's, as owners of Chuck's Chariots and Mirador, have filed an answer. They are unrepresented. We will be filing interrogatories, and also researching whether an unrepresented person can represent a limited liability company. An unrepresented person may represent him or herself, or a partnership, but non-lawyers may not represent corporations in court. It is clear under the law that a shareholder of a corporation may not represent a corporation in court.

2. Conversations with the City Manager. From time to time, I continue to have conversations with the City Manager regarding a variety of City matters.

TMH:cf



Manager's Report January 3rd Council Meeting

Christmas Tree Collection

The City of Charlotte will be picking up Christmas trees the week of January 3, 2022. Please place your trees at the curb by 7:00 a.m. Monday for pickup during the week. Christmas trees must have all decorations removed and cannot be in a plastic bag.

City Hall Holiday Closures

City Hall will be closed on Monday, January 17th in observance of Martin Luther King Jr Day. Online services, including payment of taxes and utilities, are available anytime at www.charlottemi.org. Residents may also utilize the drop-boxes located in the parking lot or front lobby at any time.

Water Billing Recovery

The City is preparing communications to water customers with outstanding balances to inform them of the resumption of water shutoffs in 2022. For customers facing financial difficulties, there are a number of assistance programs available. More information can be found on the city's website: <https://www.charlottemi.org/assistance-programs-available/>

RAVE Alerts

The City participates in RAVE Alerts which provides alert notifications to participants via voice, email, text, and posts to social media. These alerts can provide emergency notifications, street closures, and other important news. There are several ways to register: Text CHARLOTTE to 67283; Download the Smart911 app; Register for a free and secure safety profile online at Smart911.com.