



PROPOSED AGENDA
REGULAR MEETING OF THE CHARLOTTE CITY COUNCIL
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750

7:00 P.M. Monday, February 07, 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/88187231504>

One tap mobile: +16465588656,,88187231504#

Telephone: (312) 626-6799 Webinar ID: 881 8723 1504

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation** – Fr. Dwight Ezop, St. Mary’s Catholic Church
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. January 18, 2022 Regular Council Meeting
- 6. Absence of Council Members**
- 7. Public Hearing**
- 8. Public Comment** - Limit presentation to five (5) minutes
- 9. Approval of Agenda**
- 10. Special Presentations**
 - a. Presentation by LEAP, Bob Trezise and Emma Bostwick
 - b. Presentation by EGLE - Brownfield, Ron Smedley
- 11. Consent Agenda**
 - a. Approval of Claims and Expenditures totaling \$310,018.62
 - b. Approval of Statements of Doing Business with the City
 - c. Approval of Mayoral appointment; Sandra Dargatz to DDA board

12. Business Agenda

- a. Discussion on 220 W Shaw/332 N Cochran and other city-owned properties
- b. Discussion for the closure of City Hall in response to Covid-19 pandemic
- c. Consider approval of 2022 Eaton County Fairground Event Schedule
- d. Consider approval of fire hydrant purchase

13. Communications and Committee Reports

- a. City Attorney Report
- b. City Manager Report
- c. Planning Commission and Zoning Admin. 2021 Annual Report
- d. Councilmember Committee Reports
- e. Citizen Correspondence, Justin Brummette

14. Public Comment

15. Mayor and Council Comments

16. 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
January 18, 2022

CALL TO ORDER:

By Mayor Pro-Tem Tammy Weissenborn on Tuesday January 18, 2022

ROLL CALL:

Mayor Pro-Tem Weissenborn, Council members Dyer, Rodriguez, Van Langevelde, Lake, and Horvath. A quorum was met. Also in attendance at table were City Manager LaPere, City Attorney Assistant Gillies and City Clerk LaRocque.

In the audience were Community Development Director Myrkle and Public Works Director Gilson.

INVOCATION:

Daniel Longden, First Lutheran Church (via Zoom – Charlotte, MI)

PLEDGE OF ALLEGIANCE:

Led by Mayor Pro-Tem Weissenborn

APPROVAL OF MINUTES:

January 03, 2022 Regular Meeting Minutes

January 13, 2022 Workshop Meeting Minutes

Moved by Van Langevelde, supported by Lake to approved the meeting minutes with amending Jan. 13 Workshop Minutes to include names of council who voted No on motion to adjourn. Carried with the following vote; Yea 6; Nay 0; Absent 1.

EXCUSE ABSENT MEMBERS:

Mayor Armitage

Motion by Dyer supported by Van Langevelde to excuse Mayor Armitage. Carried with the following vote; Yea 6; Nay 0; Absent 1.

PUBLIC COMMENT:

Michigan State Representative Angela Witwer spoke (via ZOOM - Lansing, MI). She noted a closure of the House of Representatives due to Covid until next week. A few of the items she is working on are the Motor Vehicle Code, Unemployment and Rural Communities. She noted that Charlotte Plaza Floral was nominated and selected as Small Business of the Month. You can find more information on her Face Book page including a Face Book live Coffee Hour session this Friday.

APPROVAL OF AGENDA

Dyer asked for the addition of Item d. City Hall Closure Discussion to the Business Agenda.

Motion by Dyer, supported by Lake to approve adding d to Business Agenda. Carried with the following vote; Yea 6; Nay 0; Absent 1.

Rodriguez asked for the addition of Item e. Grant Agency Presentations discussion to the Business Agenda.

Motion by Rodriguez, supported by Horvath to approve adding e to Business agenda. Carried with the following vote; Yea 6; Nay 0; Absent 1.

Motion by Lake, supported by Van Langevelde to approve the agenda including additions d and e to the Business Agenda. Carried with the following unanimous roll call vote; Yea 6; Nay 0; Absent 1.

CONSENT AGENDA:

- a. Approval of claims and expenditures totaling \$220,950.00
- b. Approval of meeting date changes for Planning Commission and Parks Advisory Board.

Motion by Dyer, supported by Van Langevelde to approve the consent agenda items a. and b. Carried with the following vote; Yea 6; Nay 0; Absent 1.

BUSINESS AGENDA:

- a. Accept award from Firehouse Subs for grant to fund new extrication equipment

Motion by Dyer supported by Horvath to approve the acceptance of the Firehouse Subs grant. Carried with the following vote; Yea 6; Nay 0; Absent 1.

- b. Approval of city's participation in the tri-county hazard mitigation five-year plan and designate representatives.

Motion by Dyer supported by Van Langevelde to approval city's participation in the tri-county hazard mitigation five-year plan. Carried with the following vote; Yea 6; Nay 0; Absent 1.

- c. Approval of Purchase of a pick-up truck for the Dpt. Of Public Works

Motion by Dyer supported by Van Langevelde to approve the purchase of the DPW pick-up truck. Carried with the following vote; Yea 4; Nay 2 (Horvath and Rodriguez); Absent 1.

- d. City Hall Closure discussion

Motion by Van Langevelde supported by Dyer to table discussions regarding City Hall Closure due to Covid to the next regularly scheduled City Council Meeting February 7, 2022. Carried with the following vote; Yea 6; Nay 0; Absent 1.

- e. Grant Agency Presentations discussion

Motion by Rodriguez supported by Horvath to approve scheduling presentations by LEAP, EAGLE and USDA Grant Agency's representatives to a meeting of the City Council. Carried with the following vote Yea 6; Nay 0; Absent 1.

PUBLIC COMMENTS:

No comments

COMMUNICATIONS AND COMMITTEE REPORTS:

- a. City Attorney report was received
- b. City Manager report was received

LaPere mentioned the hiring of a Code Enforcement Officer and the addition of the report to council, hiring of a Rental Inspector, the Revenue and Expense report, resuming water shutoffs, update for grant funding activities, the new ARPA rule changes Michigan redistricting completion and RAVE alerts.

- c. Council member Committee Reports
 - i. Van Langevelde – Parks Advisory. Priorities to focus on include Dean Park, Oak Park, Ice Skate Ring, Tennis Courts, Lincoln Park
 - ii. Lake – Planning Commission. Discussions included updating the Sign Ordinance and the At-Home Business Ordinance.
 - iii. EATRAN and Library – Dyer. The EATRAN union agreement was finalized and there were

discussions about the Tri-County Planning Commission.

The Library is focusing on goal setting.

- iv. CARC – Weissenborn. No January meeting. An open vacancy on the board for a citizen from the City of Charlotte still exists.
- d. 2021 Annual Fire Report was received.
- e. 2021 Annual Police Report was received.
- f. Code Enforcement Report was received.

MAYOR AND COUNCIL COMMENTS:

- Van Langevelde – Thanked Department Heads for all their hard work and for their presentations at the Workshop session.
- Rodriguez – Appreciates staff for helpfulness in answering questions.
He is positive council will work together well.
- Dyer – No comment.
- Horvath – Mentioned MLK and story about meeting Coretta King.
- Lake – Concurs with Van Langevelde in noting Department Heads hard work.
He challenged council to a check-up of progress in 8 months to see how far they have come.
- Weissenborn – Thanked Department Heads and is amazed at the amount of work produced in each department.
She believes in the ability of Council to meld and that it is a process that will work out over time.

RECESS TO CLOSED SESSION:

AT 8:50 p.m. the Charlotte City Council recessed to a closed session under section 15.268 (d) of the OMA to consider the purchase or lease of real property...

Motion by Van Langevelde, supported by Dyer, to recess to a closed session. Requiring 2/3 vote, the motion carried with the following vote: Van Langevelde Yes, Dyer Yes, Horvath Yes, Lake Yes, Rodriguez Yes, Weissenborn Yes. Armitage absent.

RECONVENE TO OPEN SESSION:

At 9:23 p.m. council reconvened to open session (pursuant to PA 228 of 2020) to vote on the closed session subject matter.

Motion by Van Langevelde supported by Dyer to authorize the City of Charlotte staff, Prein & Newhof, and 4D Acquisitions to take the actions they have recommended in order to secure easements allowing access and removal of the trees endangering safe use of Beach Airport. Carried with the following vote; Yea 6; Nay 0; Absent 1.

ADJOURNMENT:

Motion by Dyer, supported by Horvath to adjourn the meeting at 9:27 p.m. Carried with the following vote; Yea 6; Nay 0; Absent 1.

Mayor Armitage

Mary LaRocque, City Clerk

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

Memo

To: Honorable Mayor Armitage; City Council
From: Mary LaRocque, City Clerk
Date: February 2, 2022
Re: Claims and Expenditures for Council Meeting February 07, 2022

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 larger purchases pre-approved by council. While review is recommended, approval should not be hindered.

Financial Impacts

Insurance Claims week of January 18, 2022	\$ 0.00
Insurance Claims week of January 24, 2022	\$ 12,315.61
Insurance Claims week of January 31, 2022	\$ 3,417.88
Payroll paid Friday January 28, 2022	\$ 92,833.90
Invoiced Claims as of February 2, 2022	<u>\$201,451.23</u>
Total	<u>\$310,018.62</u>

Suggested Motion

City Council approves Claims and Expenditures in the amount of **\$310,018.62**

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Vendor Code	Vendor Name	Invoice	Description	Amount
01691	1ST AYD CORPORATION	PSI503824	WHITE C FOLD TOWELS, DEGREASER	316.38
TOTAL FOR: 1ST AYD CORPORATION				316.38
01695	ACE HARDWARE & LUMBER CO.	40685	PLYWOOD	85.10
TOTAL FOR: ACE HARDWARE & LUMBER CO.				85.10
01678	ADVANCE AUTO PARTS	5565201159733	PRESTONE ANTIFREEZE, OIL FILTERS	121.62
		5565201159785	BLACK CAP WITH	4.24
TOTAL FOR: ADVANCE AUTO PARTS				125.86
01674	AIS CONSTRUCTION EQUIPMENT	F22744	END BIT, PLOW BOLT W NUT	770.56
TOTAL FOR: AIS CONSTRUCTION EQUIPMENT				770.56
01672	ALL AUTOMOTIVE EQUIPMENT INC	15507	REBUILD LIFT	641.00
TOTAL FOR: ALL AUTOMOTIVE EQUIPMENT INC				641.00
01764	AMAZON CAPITAL SERVICES	1191-JFWG-YG6M	SAFETY GLASSES	241.60
		19LN-WTT4-MMTF	PENCIL HOLDER CASE, 15 INCH LAPTOP	514.97
		1GXW-W1QF-KQFW	SANDWICH BAGS	7.30
		1HT6-37FP-7XCK	PAPER TOWELS	192.51
		1PJ3-V64L-CHJ1	RUBBERBANDS, MONITOR STAND	69.97
		1PQM-7TKX-F3JM	BISSELL VACUUM	236.99
		1Q6Y-4JXF1GKV	ANGEL SOFT 2 PLY	60.49
		1RTG-MF1X-69RT	SHEVING UNIT	229.00
		1RVQ-P3QR-417Q	APPLE PENCIL	84.99
		1TMG-W74D-G4VP	FILE FOLDERS	45.48
		1TXQ-KQCV-939P	NOTEBOOKS	15.80
TOTAL FOR: AMAZON CAPITAL SERVICES				1,699.10
01665	AMBS MESSAGE CENTER INC.	220101186	ANSWERING SERVICE FEES	123.22
TOTAL FOR: AMBS MESSAGE CENTER INC.				123.22
01629	AVERY OIL & PROPANE, INC	681966	PROPANE	1,498.27
TOTAL FOR: AVERY OIL & PROPANE, INC				1,498.27
01608	BARYAMES CLEANERS	BN1615	CLEAN UNIFORMS- FIRE	213.35
TOTAL FOR: BARYAMES CLEANERS				213.35
01921	BLUESTONE PSYCH	3408	EVALUATION, POST-CONDITIONAL OFFER FOR EMPLOYM	465.00
TOTAL FOR: BLUESTONE PSYCH				465.00
01578	BOBCAT OF LANSING	P53668	SUPPLIES	1,498.49
		P53749	STANDARD W SHOE WH5B	500.00
TOTAL FOR: BOBCAT OF LANSING				1,998.49

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	Invoice		
01561	BS&A SOFTWARE		
	138642	BSA SOFTWARE - ANNUAL MAINTENANCE	4,399.00
TOTAL FOR: BS&A SOFTWARE			4,399.00
01558	BULLSEYE PEST DEFENSE		
	2065011222	CHECK POLICE AND FIRE BAIT STATIONS	50.00
TOTAL FOR: BULLSEYE PEST DEFENSE			50.00
01555	BYRUM ACE HARDWARE		
	161714	T19 TUBE POLY 3/8IDX 1/2 OD	23.60
	161779	MISC. HILLMAN FASTENERS	7.96
	161995	NIPPLE BLACK 3/4 X 2	1.99
	162162	MISC HILLMAN FASTENERS	21.99
	162465	BREAKER VACUUM BRASS 3/4	15.98
	162660	SEALANT GRAY	47.96
	162788	LED BULBS	19.99
	163438	SEALANT	47.96
	163486	COUPLERS	17.18
	163795	EXCHANGE LP TANK	39.98
	164012	CONNECTORS, CM FILTER RED	27.58
	164789	SPRAY PAINT, FLAP DISCS	41.15
	165283	THERMOSTAT	29.99
	165482	WRENCH SET, TOOL BSG	109.98
	165604	COMPRESSION COUPLING	9.98
	166576	SELF TAPPERS	37.97
TOTAL FOR: BYRUM ACE HARDWARE			501.24
01541	CAPITAL CAR WASH		
	749773	CAR WASH TOKENS	210.00
TOTAL FOR: CAPITAL CAR WASH			210.00
01551	CAPITOL AREA MUNICIPAL CLERK		
	01/28/2022	MEMBERSHIP DUES/ DENSMORE	20.00
	01-2022	ANNUAL CLERK MEMBERSHIP- LAROQUE	20.00
TOTAL FOR: CAPITOL AREA MUNICIPAL CLERK			40.00
01522	CHARLOTTE AIR SERVICES LLC		
	02-01-2022	JANUARY 2022 FUEL	49.45
	02-02-2022H	JANUARY 2022 HANGER MANAGEMENT PAY	360.00
TOTAL FOR: CHARLOTTE AIR SERVICES LLC			409.45
01507	CHARLOTTE SOUTHERN RAILROAD		
	300006	ANNUAL MAINTENANCE, LOVETT ST	1,271.00
TOTAL FOR: CHARLOTTE SOUTHERN RAILROAD			1,271.00
01457	CHROUCH COMMUNICATIONS		
	11679000	INSTALLING EQUIPMENT	9,256.97
TOTAL FOR: CHROUCH COMMUNICATIONS			9,256.97
01895	CLEARBROOKE TECHNOLOGIES		
	4881	FATS, OIL, GREASE TREATMENT FOR LANSING ROAD L	1,300.64
TOTAL FOR: CLEARBROOKE TECHNOLOGIES			1,300.64

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Vendor Code	Vendor Name	Description	Amount
Invoice			
01471	CONSUMERS ENERGY		
204922740199	108 E LAWRENCE AVE		101.03
205189714745	508 N. SHELDON ST.		101.50
205367672585	619 W SHEPHERD ST		103.68
205367672586	620 W SHEPHERD ST		192.50
205723623241	1104 MIKESELL ST		263.25
205723623245	544 LANSING ST		45.11
205723623246	544 LANSING ST		685.68
205723623247	700 E. SHEPHERD ST.		201.19
205723623252	1075 INDEPENDENCE BLVD		249.81
205723623255	1305 S COCHRAN AVE		384.31
205723623288	1216 S COCHRAN AVE		2,159.76
205723623336	111 E LAWRENCE AVE		2,394.65
205990565612	700 LANSING RD		29.09
206168504357	1227 S COCHRAN AVE		5,102.94
206257487225	1064 NORTHWAY		43.30
206346382734	245 S COCHRAN AVE		19.63
206435313632	1167 E CLINTON TRAIL		97.49
206524290538	1800 PACKARD HWY		41.23
206524290929	811 CHADS WAY		164.96
206613305249	076 - 12 TRAFFIC LIGHTS		430.11
206613305250	AREA LIGHTING		598.95
206613305251	076 - 2 TRAFFIC LIGHTS		3.03
206613305253	TULLY BROWN DR (AREA LIGHTING)		128.82
206702230030	1005 PAINE DR		369.98
206969052014	201 HALL ST (AREA LIGHTING)		96.63
207057895972	065 & 068 -460 STREETLIGHTS		6,157.23
207146469804	201 HALL ST		74.28
207146470002	1325 ISLAND HWY		421.19
207146470003	1329 1/2 ISLAND HWY		50.55
601012820289	1005 PAINE DR		9,426.11
TOTAL FOR: CONSUMERS ENERGY			30,137.99
01429	DELAU FIRE & SAFETY INC		
36911	SERVICE CALL 5 # ABC RECHARGE		50.00
TOTAL FOR: DELAU FIRE & SAFETY INC			50.00
01423	DETROIT SALT		
S122-11911	ROCK SALT		5,296.58
TOTAL FOR: DETROIT SALT			5,296.58
01897	EATON COUNTY- CONSTRUCTION CODE		
01062022	INSPECTIONS		440.00
TOTAL FOR: EATON COUNTY- CONSTRUCTION CODE			440.00
01392	EATON CUSTOM SEWING		
1230	HOSE HARNESS		220.00
1232	UNIFORM REPAIRS		243.47
TOTAL FOR: EATON CUSTOM SEWING			463.47
01402	EJ USA INC		
761-10675080	GROUND WATRE ANNUAL PERMIT FEE FITCH AIRPORT		200.00
TOTAL FOR: EJ USA INC			200.00

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01375	ELHORN ENGINEERING COMPANY			
		290823	EL-CHLOR 30/ GAL DRUM, DEPOSIT ON DRUM, ROLLER	1,194.84
		291055	ACCUTAB 60 LB TABLETS	3,063.40
		291056	LIQUIFIED AQUADENE	3,500.00
TOTAL FOR: ELHORN ENGINEERING COMPANY				7,758.24
01813	EMAJNT ENTERPRISES, LLC			
		S032399	USER LICENSES	3,893.40
TOTAL FOR: EMAJNT ENTERPRISES, LLC				3,893.40
00932	ERIC ROGERS LLC			
		27399	5TH OF 10 PAYMENTS FOR DOWNTOWN	1,180.00
		27400	6TH PAYMENT OF 10 FOR DOWNTOWN SNOW REMOVAL	1,180.00
TOTAL FOR: ERIC ROGERS LLC				2,360.00
01365	ETNA SUPPLY			
		S104278770.001	1000 GALLON TRPL 20FT CABLE TURBO DRYs LAY LEN	4,813.23
		S104405104.001	ROMAC SS1-5 14X12 REPAIR CLAMP OD	1,271.15
TOTAL FOR: ETNA SUPPLY				6,084.38
01113	FERGUSON WATER WORKS FKA			
		0143966	BRASS AND COPPER SUPPLIES	1,680.00
		01439661	SUPPLIES FOR BRASS & COPPER QUOTE	750.00
		0146678	SOFT COPPER TUBE	777.00
TOTAL FOR: FERGUSON WATER WORKS FKA				3,207.00
01330	FISHBECK, THOMPSON, CARR			
		408157	SERVICE LINE POTHOLING, SERVICE LINE POTHOLING	48,132.79
TOTAL FOR: FISHBECK, THOMPSON, CARR				48,132.79
01322	GALE BRIGGS, INC.			
		80155	REMOVAL OF LEAVES	3,000.00
TOTAL FOR: GALE BRIGGS, INC.				3,000.00
01308	GRAINGER PRODUCTS			
		9184529742	DIAPHRAGM ASSEMBLY,AUTOMATIC, URINALS	155.72
TOTAL FOR: GRAINGER PRODUCTS				155.72
01301	GUNTHORPE MECHANICAL			
		17522	GASKET KIT, L37-812 IGNITOR	51.92
TOTAL FOR: GUNTHORPE MECHANICAL				51.92
01297	H2O COMPLIANCE SERVICES INC			
		00007898	CROSS CONNECTION CONTROL PROGRAM MANAGEMENT	1,217.70
TOTAL FOR: H2O COMPLIANCE SERVICES INC				1,217.70
01756	HARMON AUTO GLASS			
		4280755099	GLASS FOR CAMP FRANCES	166.60
TOTAL FOR: HARMON AUTO GLASS				166.60
01438	HASSEL FREE FUELS			
		010109	FUEL	1,307.13
		CFSI-6728	FIRE DEPARTMENT FUEL	1,307.13
		CFSI-6729	FUEL	1,457.90
TOTAL FOR: HASSEL FREE FUELS				4,072.16

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Invoice			
01277	HAVILAND		
421698		300 LB DRUM HYDROFLUOSILICIC	1,474.60
TOTAL FOR: HAVILAND			1,474.60
01208	HOMETOWN DECORATION & DISPLAY		
1825		LIGHTED HOLIDAY DECORATION	1,260.00
TOTAL FOR: HOMETOWN DECORATION & DISPLAY			1,260.00
01859	INDUSTRIAL CHEM LABS		
345284		LIQUID CONCRETE CLEANER	121.76
TOTAL FOR: INDUSTRIAL CHEM LABS			121.76
01250	INSTY PRINTS		
91405		BUSINESS CARDS FOR CHERI CUMMINGS	75.40
TOTAL FOR: INSTY PRINTS			75.40
01247	INTERNATIONAL MINUTE PRESS		
28010		WINDOW ENVELOPES, POSTAGE	457.84
TOTAL FOR: INTERNATIONAL MINUTE PRESS			457.84
00915	JIM R. SALDANA		
104808		BOOT ALLOWANCE	200.00
TOTAL FOR: JIM R. SALDANA			200.00
01209	KENDALL ELECTRIC INC.		
S111150011		DP25NA3 AB DEFINITE PURPOSE CONTRACTOR	98.30
TOTAL FOR: KENDALL ELECTRIC INC.			98.30
01207	KENNEDY INDUSTRIES INC.		
629327		PARTS	1,283.32
TOTAL FOR: KENNEDY INDUSTRIES INC.			1,283.32
01200	KIESLER'S POLICE SUPPLY INC		
180848		GUN AMMO	509.04
TOTAL FOR: KIESLER'S POLICE SUPPLY INC			509.04
01199	KIMBALL MIDWEST		
9538327		ELECTRICAL PARTS	610.08
TOTAL FOR: KIMBALL MIDWEST			610.08
01195	KONICA MINOLTA BUSINESS		
50506711		SERVICE WORK FOR UPSTAIRS COLOR PRINTER	1,319.98
TOTAL FOR: KONICA MINOLTA BUSINESS			1,319.98
01182	LANSING UNIFORM CO.		
91904-A		CARGO PANTS	329.85
TOTAL FOR: LANSING UNIFORM CO.			329.85
01173	LEA'S AUTO BODY		
5027		VEHICLE MAINTENANCE	207.07
5054		OIL CHANGE	69.17
9000		CAR REPAIRS	1,836.25
TOTAL FOR: LEA'S AUTO BODY			2,112.49

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01926	LOOMIS, EWERT, PARSLEY, DAVIS & GOT 01142022	LABOR ATTORNEY	682.60
TOTAL FOR: LOOMIS, EWERT, PARSLEY, DAVIS & GOT			682.60
01156	LYNN PEAVEY COMPANY 386767	SUPPLIES	176.14
TOTAL FOR: LYNN PEAVEY COMPANY			176.14
01129	MICHIGAN DEPT OF TRANS. 591-1067676790	COSTS FOR WEATHER OBSERVATION DATA	621.76
TOTAL FOR: MICHIGAN DEPT OF TRANS.			621.76
01835	NORTH CENTRAL LABORATORIES 465446	FIBER FILTERS, SUPPLIES	344.24
TOTAL FOR: NORTH CENTRAL LABORATORIES			344.24
01021	NORTHERN SAFETY CO., INC. 904668592/102489	CHAINSAW CHAPS. TOTE W BLANKET	176.26
	904671480/102490	ALL PLUS WIPERS	107.10
TOTAL FOR: NORTHERN SAFETY CO., INC.			283.36
01946	ORIOLE HUTT 889397	CODE ENFORCEMENT JACKET	132.48
TOTAL FOR: ORIOLE HUTT			132.48
00992	PEOPLE FACTS LLC 2022010303	REPORT	6.75
TOTAL FOR: PEOPLE FACTS LLC			6.75
00977	POLLARD WATER 0205854	8 FT CURB & VALVE BOX CLEANER	290.58
TOTAL FOR: POLLARD WATER			290.58
00964	QUILL CORP. 21886543	OFFICE SUPPLIES	450.86
	21911710	COPY PAPER, BINDERS	216.95
TOTAL FOR: QUILL CORP.			667.81
01234	RANDY JEWELL #01-22	ASSESSING SERVICES	10,199.00
TOTAL FOR: RANDY JEWELL			10,199.00
01945	RICHARDS APPLIANCES 174981	DISHWASHER	799.95
TOTAL FOR: RICHARDS APPLIANCES			799.95
00166	ROAD EQUIPMENT PARTS CENTER KL580952	AMBER STROBE	140.44
TOTAL FOR: ROAD EQUIPMENT PARTS CENTER			140.44
00926	ROWE PROFESSIONAL SERVICES CO 0101598	HALL STREET RECONSTRUCTION	10,832.50
TOTAL FOR: ROWE PROFESSIONAL SERVICES CO			10,832.50

02/02/2022 11:36 AM
User: CKOENIG
DB: Charlotte

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
INVOICE ENTRY DATES 01/12/2022 - 02/02/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 7/8

Vendor Code	Vendor Name	Description	Amount
Invoice			
01942	RUSS COLVIN		
103918		BOOT ALLOWANCE	200.00
TOTAL FOR: RUSS COLVIN			200.00
00873	SOUTH CENTRAL MI WTR ASSOC.		
01252022		MUNICIPAL 2022 MEMBERSHIP FEES	35.00
TOTAL FOR: SOUTH CENTRAL MI WTR ASSOC.			35.00
01108	STATE OF MICHIGAN		
01-04-22		E HARRIS ST PROJECT	6,711.20
TOTAL FOR: STATE OF MICHIGAN			6,711.20
01947	STRYKER SALES, LLC		
3648148		SUPPLIES	2,279.60
TOTAL FOR: STRYKER SALES, LLC			2,279.60
01919	TECHNOLOGY REFLECTIONS, INC.		
6519		ANNUAL FEES	904.40
TOTAL FOR: TECHNOLOGY REFLECTIONS, INC.			904.40
01536	THE PARTS PLACE		
221964		OIL FILTER	12.29
222022		OIL DRY	109.90
222244		NIGHT VISION LED HIGH	284.98
222614		ALARM	35.99
222624		GREASE FITTING	4.29
222935		ALARM	71.98
TOTAL FOR: THE PARTS PLACE			519.43
01466	TODD COTTER		
02-01-2022		JANUARY 2022 AIRPORT MANNAGEMENT PAY	833.33
TOTAL FOR: TODD COTTER			833.33
00820	TRACE ANALYTICAL LABORATORIES		
2010355		SAMPLES	550.00
2010365		WATER QUALITY SAMPLES	376.00
2010652		WATER QUALITY SAMPLES	111.25
TOTAL FOR: TRACE ANALYTICAL LABORATORIES			1,037.25
00808	TSC TRACTOR SUPPLY		
455916		CASTER 6 IN SWIVEL POLY	55.10
467418		WIRE KIT	42.97
467462		MOUNTING BRACKETS	19.98
468458		CABLE,CABLE CLAMPS	42.98
469875		FITTINGS	16.98
966239		STRIKER 1 FLINT OXY ACETONE	19.47
TOTAL FOR: TSC TRACTOR SUPPLY			197.48
01944	ULTIMATE TRAINING MUNITIONS		
213444		PROTECTIVE GLOVES, HELMET	1,796.82
TOTAL FOR: ULTIMATE TRAINING MUNITIONS			1,796.82

02/02/2022 11:36 AM
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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
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Page: 8/8

Vendor Code	Vendor Name	Description	Amount
	Invoice		
00791	USA BLUE BOOK		
	852628	GLASS FIBER FILTER, HACH AMONIA NITROGEN 50 PK	1,483.18
	857197	SUPPLIES	1,549.04
	857745	SUPPLIES	493.00
	921483	CHEMICALS	147.39
TOTAL FOR: USA BLUE BOOK			3,672.61
00778	VISION SERVICE PLAN		
	814181409	VISION SERVICE PLAN	471.10
TOTAL FOR: VISION SERVICE PLAN			471.10
00777	WALDRON FUELS		
	3142	FUEL	745.00
TOTAL FOR: WALDRON FUELS			745.00
00774	WASTE MANAGEMENT-		
	843470017107	REFUSE PICKUP	1,287.16
TOTAL FOR: WASTE MANAGEMENT-			1,287.16
00773	WATERWORKS SYSTEMS & EQUIPMENT		
	10308	2"FLAME ARRESTOR KIT, 3" FLAME ARRESTOR KIT	3,488.00
TOTAL FOR: WATERWORKS SYSTEMS & EQUIPMENT			3,488.00
00766	WEST SHORE SERVICES, INC		
	29724	SERVICE CALL TO INSPECT SITE,	130.00
TOTAL FOR: WEST SHORE SERVICES, INC			130.00
00753	WOLVERINE PEST SERVICE		
	126619	MATERIALS	50.00
TOTAL FOR: WOLVERINE PEST SERVICE			50.00
TOTAL - ALL VENDORS			201,451.23
PAYMENT TYPE TOTAL			
Paper Check			171,734.43
EFT Transfer			29,716.80

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

January 27 2022

RE: Affidavit of doing business with the city

Brandon Youngs,

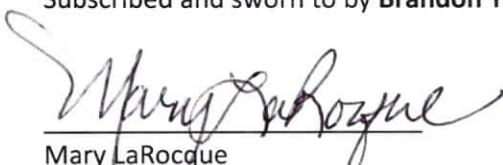
I, Brandon Youngs, do hereby state that I intend to have business dealings with the City of Charlotte, County of Eaton, State of Michigan on a continuing bases in the year 2022 which involves the sale of straw.

I hereby affirm the above statement is true,



Brandon Youngs

Subscribed and sworn to by **Brandon Youngs** before me on the 27 day of January, 2022



Mary LaRocque
Notary public, State of Michigan, County of Jackson,
Acting in the County of Eaton
My commission expires 10/17/2024

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

January 27 2022

RE: Affidavit of doing business with the city

Tom Archer,

I, Tom Archer, do hereby state that I intend to have business dealings with the City of Charlotte, County of Eaton, State of Michigan on a continuing bases in the year 2022 which involves the sale of straw and, under a mutually agreed upon and signed contract, the use of city property for farming purposes.

I hereby affirm the above statement is true,

Tom Archer
Tom Archer

Subscribed and sworn to by Tom Archer before me on the 27 day of January, 2022

Mary LaRocque
Mary LaRocque
Notary public, State of Michigan, County of Jackson
Acting in the County of Eaton
My commission expires 10/17/2024

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

January 27, 2022

RE: Affidavit of doing business with the city

Adam Smith,

I, Adam Smith, do hereby state that I intend to have business dealings with the City of Charlotte, County of Eaton, State of Michigan on a continuing bases in the year 2022 which involves Fabrication.

I hereby affirm the above statement is true,



Adam Smith

Subscribed and sworn to by **Adam Smith** before me on the 27 day of January, 2022



Mary LaRocque

Notary public, State of Michigan, County of Jackson,

Acting in the County of Eaton

My commission expires 10/17/2024



Memo

To: Honorable Mayor Armitage; City Council
From: Mary LaRocque, City Clerk
Date: January 27, 2022
Re: Affidavit of Doing Business with the City

Background

Pursuant to the City of Charlotte Charter, Section 15.4. Business Dealing with City, employees intending to have business dealings with the City are required to file an affidavit with the City Clerk, updated yearly, to be presented to and approved by the Council and published.

Recommendation

To recognize and approve the signed affidavits of Thomas Archer (Farming and Straw); Adam Smith (Fabrication); and Brandon Youngs (Straw) and to direct the publication of the same in the County Journal.

Financial Impacts

No immediate impact.

Suggested Motion

City Council approves the Affidavit of Doing Business with the City of Charlotte by Archer, Smith and Youngs, and hereby directs the clerk to properly file said affidavits and publish an announcement in the County Journal in accordance with Section 15.4 of the City Charter.



Memo

To: Honorable Mayor Armitage; City Council
From: Mary LaRocque, City Clerk
Date: February 4, 2022
Re: Mayoral Appointment of Sandra Dargatz to the Downtown Development Authority (DDA)

Background

Pursuant to the City Charter Section 4.4, item 7, the Mayor is charged with appointing members to the various boards and commissions of the City.

Recommendation

Sandra Dargatz has properly applied for a position on the DDA board and after review has been approved by the Mayor. It is recommended that Council approves this mayoral appointment.

Financial Impacts

None

Suggested Motion

City Council approves the appointment of Sandra Dargatz to the DDA with a term expiring March 15, 2026



Memo

To: Honorable Mayor Armitage; City Council
From: City Manager LaPere, MPAP
Date: February 3, 2022
Re: Staff report on city-owned properties, including 220 Shaw/332 Cochran

Background

The City of Charlotte owns a number of parcels within the city that are used for a public purpose or to otherwise necessary to carryout various programs and services to the community. In addition, there are three parcels which the city has acquired that do not have nor are they planned to have a public purpose. I have worked with the City Assessor, Community Development Director, and DPW Director to review all the city-owned properties and prepared this report to provide Council with an overview and recommendation for further action on a select number of properties. A list of the city-owned properties is attached, the list is color-coded: green = properties recommended to sell, blue = currently in-use as public purpose, white = planned for future public use.

Two of those parcels, addresses of 220 W Shaw and 332 N Cochran, were acquired through the tax foreclosure process and are vacant, residential lots. The City has owned each of these properties for approximately 10 years and in September 2021 the city received an offer for the purchase of 220 W Shaw. Council declined that offer and we have sought bids for the redevelopment of the lot. Unfortunately, that effort was unsuccessful. Following that effort, we recently sought proposals from qualified realtors to market/sell both of the properties for the city without response. Neither of these lots have any current or planned public purpose and I would recommend the City Council authorize myself to select a local realtor to list these properties for sale. As a professional service, the city can move forward in this manner in accordance with our city ordinances/purchasing policy. However; the City Charter, Section 8.24, does stipulate that the Council must sell the property at a price not less than the market value, as determined and certified by the Assessor or by two competent real estate appraisers selected by the Council. Therefore, the city will need to work with the Assessor in advance of assigning a listing price to the properties. See page two for aerial images of both properties.

The city also owns a third parcel that has no current or planned public purpose. It is not large enough to be developed as a residential property, and likely only has value to the abutting property owner. An image of that parcel is also shown on page 2.

The bulk of the remaining properties are either directly in-use for a city purpose or restricted and indirectly provide a public use. For example, there is a small lot that is retained by the city to maintain site distance at an intersection, and there a few vacant lots that are abutting the airport and FAA restrictions limit any development opportunity so they are best served by remaining in city's control for public purpose at the airport. There are four parcels that are vacant and planned for use as a future park and stormwater retention areas. These parcels have known environmental concerns as they are part of a former city dump site. There are also infrastructure limitations, as there is a county drain on the Hall Street parcel. A copy of the plans for the proposed park is included with this memo.

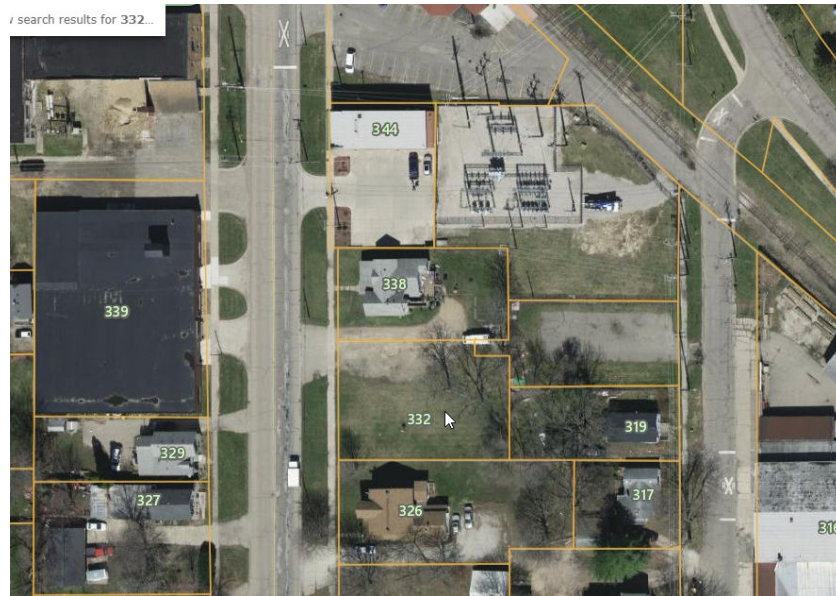


Figure 1- 332 N Cochran

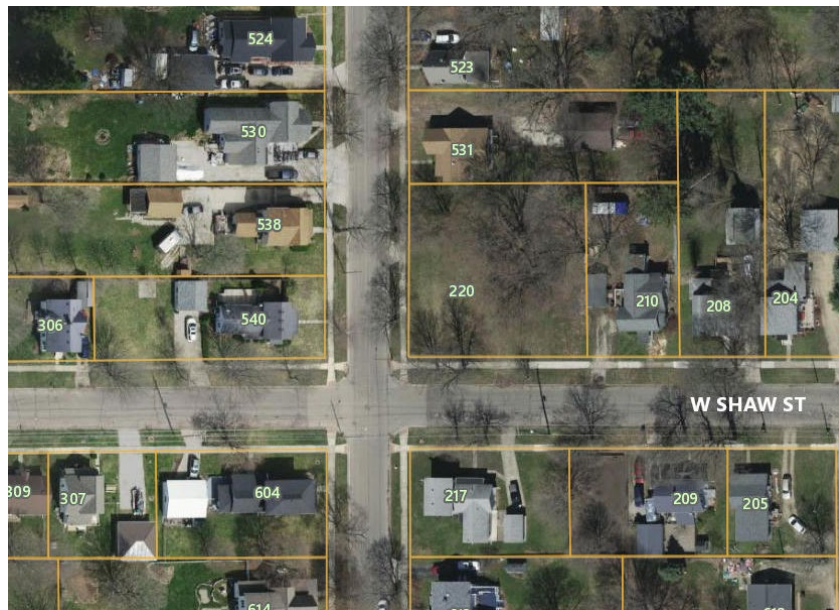


Figure 2- 220 W Shaw



Figure 3- Parcel 200-066-604-001-00

Recommendation

Administration recommends the City Council authorizes the City Manager to select a real estate professional to list the properties at 220 W Shaw, 332 N Cochran, and parcel ID 200-066-604-001-00 on McClure Street.

Financial Impacts

The City would see positive impact by returning the vacant properties to the tax roll, improved property tax base once two vacant lots are redeveloped, and reduced expense for maintenance costs associated with the ownership of these properties. The commission paid for the sale of these properties would be settled out of the final sale price.

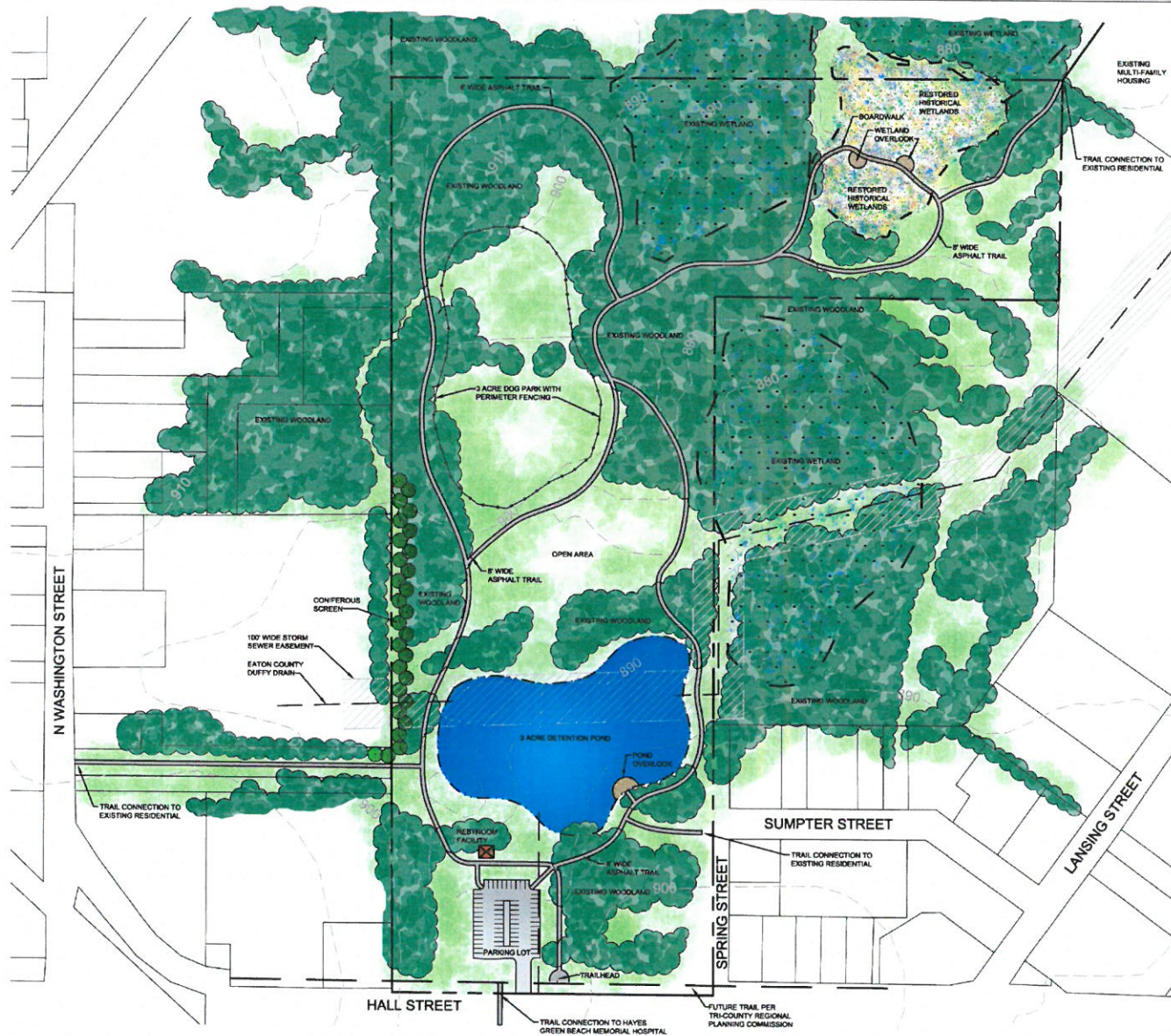
Suggested Motion

City Council authorizes the City Manager to select a real estate professional to list the properties at 220 W Shaw, 332 N Cochran, and parcel ID 200-066-604-001-00 on McClure Street.

County:	EATON	Unit:	CHARLOTTE CITY		1/11/2022 15:28			
	Owner's Name		2022 March BOR		School Dist			
Parcel Number		S.E.V	Taxable	Class	Property Address	Location	Assessor Notes	
200-000-005-080-00	CITY OF CHARLOTTE	13,900	13,900	202	23030 332 N COCHRAN AVE	TO BE SOLD BY CITY FOR DEVELOPMENT		
200-000-007-010-00	CITY OF CHARLOTTE	0	0	202	23030 301 HALL ST	DRIVEWAY TO RECYCLING CENTER		
200-000-018-020-01	CITY OF CHARLOTTE	0	0	201	23030 111 E LAWRENCE AVE	CITY HALL		
200-000-019-010-01	CITY OF CHARLOTTE	0	0	201	23030 E HARRIS AVE	EMPLOYEE PARKING LOT		
200-000-022-090-00	CITY OF CHARLOTTE	0	0	201	23030 115 S WASHINGTON ST	CITY LOT S AT METHODIST CHURCH		
200-000-023-035-01	CITY OF CHARLOTTE	0	0	201	23030 110 E LAWRENCE AVE	TIMEPIECE PARK		
200-000-023-100-00	CITY OF CHARLOTTE	0	0	201	23030 120 S WASHINGTON ST	CITY PARKING LOT #4		
200-000-024-100-01	CITY OF CHARLOTTE	0	0	201	23030 125 S BOSTWICK ST	CITY PARKING LOT		
200-000-025-180-00	CITY OF CHARLOTTE	0	0	201	23030 138 S BOSTWICK ST	CITY PARKING LOT NW OF POST OFFICE		
200-000-025-190-00	CITY OF CHARLOTTE	0	0	201	23030 142 S BOSTWICK ST	CITY PARKING LOT NW OF POST OFFICE		
200-000-025-230-00	CITY OF CHARLOTTE	0	0	201	23030 146 S BOSTWICK ST	CITY PARKING LOT NW OF POST OFFICE		
200-000-028-130-00	CITY OF CHARLOTTE	0	0	201	23030 230 S CLINTON ST	OAK PARK		
200-000-031-080-00	CITY OF CHARLOTTE	0	0	201	23030 215 S BOSTWICK ST	P/O CITY LOT #2		
200-000-031-090-00	CITY OF CHARLOTTE	0	0	201	23030 227 S BOSTWICK ST	P/O CITY LOT #2		
200-000-031-130-00	CITY OF CHARLOTTE	0	0	201	23030 229 S BOSTWICK ST	P/O CITY LOT #2		
200-000-032-100-00	CITY OF CHARLOTTE	0	0	201	23030 220 S WASHINGTON ST	CITY LOT #3		
200-000-032-220-00	CITY OF CHARLOTTE	0	0	201	23030 119 E SEMINARY ST	PART OF CITY LOT #8		
200-000-032-230-00	CITY OF CHARLOTTE	0	0	201	23030 121 E SEMINARY ST	PART OF CITY LOT #8		
200-006-100-005-00	CITY OF CHARLOTTE	0	0	201	23030 1502 COMBSDALE DR	BALL DIAMOND N OF IND PARK		
200-006-300-011-01	CITY OF CHARLOTTE	0	0	202	23030 N COCHRAN AVE	FORMER MCLANE PROPERTY	IND PARK	
200-006-300-200-20	CITY OF CHARLOTTE	0	0	201	23030 E PACKARD HWY	REMAINING AREA AROUND IND PARK	IND PARK	
200-007-300-040-01	CITY OF CHARLOTTE	0	0	201	23030 HALL ST	FORMER DUMP SITE,	FUTURE PARK AND RETENTION AREA	
200-007-300-380-00	CITY OF CHARLOTTE	0	0	202	23030 N WASHINGTON ST	FORMER CITY DUMP SITE	FUTURE PARK AND RETENTION AREA	
200-007-300-541-00	CITY OF CHARLOTTE	0	0	201	23030 201 HALL ST	RECYCLE CENTER		
200-007-300-560-00	CITY OF CHARLOTTE	0	0	201	23030 410 N WASHINGTON ST	CITY PROPERTY S OF SCRAP YARD	FUTURE PARK AND RETENTION AREA	
200-007-300-570-00	CITY OF CHARLOTTE	0	0	201	23030 300 LANSING RD	CITY PROPERTY CLEAR VISION		
200-007-400-109-01	CITY OF CHARLOTTE	0	0	201	23030 544 LANSING RD	PUMP STATION		
200-007-400-350-00	CITY OF CHARLOTTE	0	0	201	23030 LANSING RD	SIGN ON PROPERTY BY AIRPORT		
200-008-100-102-00	CITY OF CHARLOTTE	164,800	150,133	201	23030 1325 ISLAND HWY	AIRPORT		
200-008-200-500-00	CITY OF CHARLOTTE	0	0	201	23030 E PACKARD HWY	NEXT TO APPLEBEES	AIRPORT RPZ ZONE	RUNWAY PROTECTION ZONE
200-008-300-011-00	CITY OF CHARLOTTE	4,000	343	201	23030 ISLAND HWY	AIRPORT HANGER, LEASED IS BLL		
200-008-300-020-00	CITY OF CHARLOTTE	7,400	679	201	23030 1315 ISLAND HWY	LEASED LAND (SEE COMMENTS) & OWNER INFO	AIRPORT RPZ ZONE	
200-008-300-060-00	CITY OF CHARLOTTE	0	0	202	23030 1333 ISLAND HWY	AIRPORT EXPANSION	AIRPORT RPZ ZONE	
200-008-300-200-00	CITY OF CHARLOTTE	0	0	201	23030 ISLAND HWY	NEAR AIRPORT	AIRPORT RPZ ZONE	
200-013-300-130-00	CITY OF CHARLOTTE	0	0	201	23030 W SEMINARY ST & STATE ST	SEMINARY & STATE, P/O RD		
200-013-300-235-00	CITY OF CHARLOTTE	0	0	202	23030 S STATE ST	P/O MIKESELL ST		
200-017-100-200-00	CITY OF CHARLOTTE	0	0	201	23030 ISLAND HWY	NEAR AIRPORT	AIRPORT RPZ ZONE	
200-019-100-010-00	CITY OF CHARLOTTE	0	0	202	23030 610 E SHEPHERD ST	S END OF HORATIO, BOTTOMLY PIT	UTILITIES RUN THROUGH THIS	
200-019-100-100-00	CITY OF CHARLOTTE	0	0	201	23030 1025 S COCHRAN AVE	FAIR GROUNDS		
200-019-200-101-00	CITY OF CHARLOTTE	0	0	201	23030 1005 PAINE DR	TREATMENT PLANT & FIRE TRAINING BUILDING		
200-019-300-010-00	CITY OF CHARLOTTE	0	0	201	23030 1225 S COCHRAN AVE	BENNETT PARK		
200-024-200-010-00	CITY OF CHARLOTTE	0	0	201	23030 615 W SHEPHERD ST	SLEDDING HILL & H20 TOWER		
200-024-400-020-04	CITY OF CHARLOTTE	0	0	201	23030 TIRRELL RD	DPW		
200-024-400-026-00	CITY OF CHARLOTTE	0	0	201	23030 1310 S COCHRAN AVE	FORMER ARMORY		
200-024-400-028-01	CITY OF CHARLOTTE	0	0	201	23030 301 TIRRELL RD	DPW GARAGE		

200-042-000-681-00	CITY OF CHARLOTTE	0	0	201	23030 620 W SHEPHERD ST	LINCOLN PARK	
200-042-000-715-00	CITY OF CHARLOTTE	0	0	201	23030 W SHEPHERD ST	DRAINAGE NEAR HOOVER PONDS	
200-045-600-013-01	CITY OF CHARLOTTE	0	0	201	23030 911 W SHEPHERD ST	WEST SIDE FIRE STATION	
200-050-202-050-00	CITY OF CHARLOTTE	0	0	202	23030 OLIVER ST AT WASHINGTON	P/O OLD DUMP N OF SCRAP YARD	FUTURE PARK AND RETENTION AREA
200-052-000-010-00	CITY OF CHARLOTTE	0	0	202	23030 104 WEDGEWOOD DR	WELCOME SIGN, GREENWOOD TERRACE	
200-052-500-000-00	CITY OF CHARLOTTE	0	0	201	23030 NORTHWAY DR	DETENTION POND	
200-056-800-205-00	CITY OF CHARLOTTE	12,200	8,933	402	23030 220 W SHAW ST	VACANT LOT FOR SALE	
200-061-614-010-00	CITY OF CHARLOTTE	0	0	201	23030 S COCHRAN AVE	SNELL PARK - BETWEEN UPLAND AND SHEPHERD	
200-065-001-010-00	CITY OF CHARLOTTE	0	0	201	23030 462 N COCHRAN AVE	CLEAR VISION AREA COCHRAN AND MCCLURE	
200-065-001-020-00	CITY OF CHARLOTTE	0	0	202	23030 425 N WASHINGTON ST	CLEAR VISION MCCLURE & COCHRAN	
200-066-604-001-00	CITY OF CHARLOTTE	0	0	202	23030 MCCLURE ST	MCCLURE BEHIND ELEVATOR	COULD BE SOLD. SMALL VALUE
200-066-610-020-00	CITY OF CHARLOTTE	0	0	201	23030 220 MCCLURE ST	WATER TOWER N SHELDON	
200-066-639-100-00	CITY OF CHARLOTTE	0	0	201	23030 AMITY ST	VACATED RAILROAD BED	
200-075-606-100-00	CITY OF CHARLOTTE	0	0	201	23030 312 W 3RD ST	SOUTHRIDGE PARK	
200-075-609-080-00	CITY OF CHARLOTTE	0	0	201	23030 W 3RD ST	P/O W 3RD ST	TAKE OFF ROLL?
200-085-000-160-00	CITY OF CHARLOTTE	0	0	201	23030 S COCHRAN AVE	FAIR GROUNDS PARKING LOT	
200-087-001-120-00	CITY OF CHARLOTTE	0	0	201	23030 MAYNARD ST	P/O MAYNARD ST	TAKE OFF ROLL?
200-088-500-245-00	CITY OF CHARLOTTE	0	0	201	23030 526 W STODDARD ST	DEAN PARK	
200-000-023-180-01	CITY OF CHARLOTTE DDA	0	0	201	23030 S WASHINGTON ST	PARKING LOT NW OF W LOVETT & S WASHINGTO	

Total Parcel Count: 64



LEGEND:

- EXISTING CONTOURS (10' INTERVAL)
- EXISTING WETLAND
- RESTORED HISTORIC WETLAND
- EXISTING STORM SEWER
- EXISTING STORM SEWER EASEMENT
- PROPOSED TRAIL
- EXISTING TREES

MASTER PLAN



MAPLE CITY PARK MASTER PLAN

HALL STREET ■ ■ ■ CHARLOTTE, MI 48813



Eaton County Agricultural Society

P.O. Box 38 ~ Charlotte, MI 48813 ~ (517) 543-4510

City of Charlotte Council members,

January 23, 2022

I'd like to start by thanking you all for your continued support of the Eaton County Fairgrounds and our mission of providing a safe and fun venue for our community to enjoy. Attached you will find the tentative list of major events happening at the Fairgrounds in 2022. You may notice that I have also included on this list the dates of our monthly Board of Directors meetings, which you are more than welcome to attend.

As we prepare for our events and our Fair, which we hope will continue to look more normal, it is important to mention that all State and local guidelines will be followed, just as they have been over the past two years of the pandemic. We are excited to be able provide an outdoor venue for various events which our community can safely enjoy.

As always, please feel free to reach out to me with any questions or concerns. Thank you for your time.

Respectfully,

Martin Fabrik
President
ECAS/Eaton County Fair
martinfabrik@yahoo.com
517-667-1293



Eaton County Agricultural Society

P.O. Box 38 ~ Charlotte, MI 48813 ~ (517) 543-4510

2022 Eaton County Fairground Tentative Event Schedule

February 21: ECAS Board of Directors Meeting

February 25-27: Michigan Nordic Fire Festival

March 21: ECAS Board of Directors Meeting

April 2: Winter Storage pick-up

April 15-16: Eaton Conservation District Tree Sale pick-up

April 18: ECAS Board of Directors Meeting

April 30-May1: Eaton County Home & Business Expo

May 5-8: Spinsanity Flow Down

May 7: Horse Show

May 7: Llama Show

May 16: ECAS Board of Directors Meeting

May 21: Cattle Show

May 29: FFA Elite Lamb Show

May 30: FFA Elite Hog Show

June 4-5: Magical Realm Fantasy Faire

June 10-11: Horse Show

June 20: ECAS Board of Directors Meeting

June 23-25: Charlotte Bluegrass Festival

July 9-16: Eaton County Fair

July 18: ECAS Board of Directors Meeting

July 30: Horse Show



Eaton County Agricultural Society

P.O. Box 38 ~ Charlotte, MI 48813 ~ (517) 543-4510

August 6: Dairy Goat Show

August 6: Horse Show

August 12-14: Mid-Michigan Gospel Fest

August 16: ECAS Board of Directors Meeting

August 26-27: Horse Show

September 7-11: Charlotte Frontier Days

September 16-18: Dog Show

September 19: ECAS Board of Directors Meeting

September 23-24: Horse Show

October 1: Horse Show

October 14-15: Horse Show

October 17: ECAS Board of Directors Meeting

October 21-22: Winter Storage Drop Off

November 21: ECAS Board of Directors Meeting

December 19: ECAS Board of Directors Meeting

* Note: This is a tentative list of major events scheduled at the Eaton County Fairgrounds. This list is subject to change as events are canceled and added.



Memo

To: Honorable Mayor Armitage; City Council
From: City Manager LaPere, MPAP
Date: February 3, 2022
Re: Staff report on approval of 2022 Fairgrounds events

Background

City of Charlotte is the owner of property known as the Eaton County Fairgrounds. Through a long-standing relationship and lease agreement, that property is leased to the Eaton County Agricultural Society. The lease between the City and the Eaton County Agricultural Society provides, in part, that the Society must obtain permission from the City for various events that will take place at the fairgrounds. A list of events for the 2022 calendar year has been provided for approval by the City.

Recommendation

The City approve the events, as requested.

Financial Impacts

No direct financial impacts. Through other agreements the City provides public safety support to certain larger events, and those associated expenses are largely reimbursed to the city.

Suggested Motion

City Council approves the list of events as described in the written correspondence from the Eaton County Agricultural Society, dated January 23, 2022, for the 2022 calendar year at Eaton County Fairgrounds.



Memo

To: Honorable Mayor Armitage; City Council
From: Amy E. Gilson, PE - Director of Public Works
Date: February 3, 2022
Re: Staff report on Fire Hydrant Purchase

Background

The schools have embarked on a Safe Routes to School project, and the City is the Act 51 agency who is required to perform the work. The \$1.3 million grant will cover the sidewalk portions of the project, but there are ten hydrants that need to be moved to accommodate ADA ramps at certain intersections. As is typical with MDOT grants, watermain work is non-participating, and the costs will fall on the City to move the hydrants. The decision was made to have the DPW and/or its contractor(s) move the hydrants as it will be cheaper and safer than a sidewalk contractor trying to do the work.

There are ten fire hydrants in excess of 55 years old that need to be relocated to allow for ADA accessible sidewalk. We would like to use this opportunity to upgrade those fire hydrants in accordance with our approved Asset Management Plan that prioritizes replacing old equipment. The hydrants to be replaced haven't been manufactured since 1978, and parts are no longer available. We are requesting the purchase of ten of the City's standard hydrants from EJ, the Michigan company that manufactures our standard hydrant. We will explore options to sell the old hydrants for parts to offset the purchase.

Recommendation

Purchase ten 5BR250 fire hydrants from EJ in the amount of \$23,893.30 per their quote. Allow the DPW and/ or its contractors to move twelve hydrants for the Safe Routes to School project.

Financial Impacts

The purchase will be charged to the Water & Sewer Fund where \$4,620.00 has been budgeted for new hydrants. The balance will be taken from reserves.

Suggested Motion

City Council approves the purchase of ten fire hydrants from EJ in the amount of \$23,893.30 with funds available in the Water & Sewer Fund and approves the replacement thereof.

MEMORANDUM

TO: Charlotte City Council

FROM: Thomas M. Hitch, City Attorney

RE: CITY ATTORNEY REPORT

DATE: February 4, 2022

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. We have filed a Motion to Strike the Answer filed by the Dotys and the Court will hear that Motion on February 17, 2022. As of this date, my office has had no contact with an attorney, or the Dotys, regarding this Motion.

We have received the Court's scheduling order and have gathered names for the witness list. We will keep the Council apprised.

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 February 7th Council Meeting

Winter Tax Bills Due February 14th

Winter tax bills are payable without penalty through close of business on Monday, February 14th. City Hall will be open from 8am to 5pm to accept in-person payments on the due date.

Any payment received after 5pm will be considered late and subject to penalties per state law. This includes payments made in the drop-box or online. Mailed payments must be received by the due date as postmarks are not acceptable as proof of on-time payment.

City Hall Holiday Closure

City Hall will be closed on Monday, February 21st in observance of President's Day. The City Council meeting will be held on Tuesday, February 22nd that week. Residents may pay their utility bills online at www.charlottemi.org or in the drop-boxes located in the front lobby and rear parking lot.

City Communications

The City has launched another communication tool – a monthly electronic newsletter. This will contain information about city services and programs, as well as information about other community events. This monthly newsletter serves as a complement and expansion of the information shared via City Beat, which will continue to be included with utility billing statements. The newsletter will be posted monthly on the city's website, linked on social media, and sent out via email using the RAVE notification tool. The first edition can be found here: <http://www.charlottemi.org/wp-content/uploads/2022/01/Feb-2022.pdf> We are asking for community members to give feedback on the newsletter's name. Interested parties can vote here:

<https://docs.google.com/forms/d/e/1FAIpQLSeMAZmxK5OLVSKhdlRXW7nef4NSUbJuABPi62g8z3IEmHoMmg/viewform>

City Hall Janitorial Services

The City is seeking bids for janitorial services at City Hall, including the police department. It is with great sadness that we are in need of a new provider after the untimely loss of the owner and proprietor Patrick McCarthy, Professional Maintenance Cleaning Company, who had a long-standing relationship with the city. Our sincere condolences to his family in this difficult time.

Water Shutoffs Resume

The City has begun communicating with 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.



TO: Charlotte City Council & City Manager LaPere

FROM: Charlotte Planning Commission & Community Development Dir. Myrkle

SUBJECT: 2021 Annual Report

DATE: February 2, 2022

The following is a report of activities of the Planning Commission and Zoning Administration for the year 2021 as required by the Michigan Planning Enabling Act.

Planning Commission

- The City of Charlotte Planning Commission held 8 meetings in 2021. Attendance by members was consistent, however several open seats made it difficult to reach a quorum at certain times, and difficult to reach the 5 affirmative vote threshold for approval required by Planning Commission bylaws.
- The Planning Commission recommended action to the City Council on three different requests for rezoning consideration. These included properties on East Harris Street, West Seminary Street and West Lawrence Avenue.
- The Planning Commission considered and approved a site plan proposal for an industrial development on West Lawrence Avenue.
- The Planning Commission considered and approved boundary adjustments or lot splits for three parcels on East Daryl's Way, as well as properties on North Bostwick Street and West Lawrence Avenue.
- The Planning Commission approved a Temporary Use request for fireworks sales at one location.
- The Planning Commission approved a Conditional Use request for agricultural activities as a home occupation for a site on High Street.
- The Planning Commission discussed its bylaws, and began discussing the city's zoning ordinance as it relates to home occupation standards.



Zoning Administration

- City staff participated in meetings of the Charlotte Ad Hoc Code Enforcement Committee which worked to identify a better approach to code enforcement and identify local codes that need to be reviewed.
- City staff began working with the Planning Commission and City Council to address those codes identified by the Ad Hoc Committee as needing review.
- City staff organized an all new code enforcement program that includes the hire of a 30-hour per week employee dedicated to these activities.
- City staff processed approximately 50 applications for zoning approval for those projects that require a building permit from Eaton County. Staff also processed approximately 35 additional applications for zoning approval for projects that do not require additional permitting.
- City staff assigned new or changed street addresses for four properties.
- City staff continued working toward Redevelopment Ready Communities certification.

Recommendations

The Charlotte Planning Commission makes the following recommendations for the upcoming year.

- Provide training for Planning Commissioners.
- Maintain a full membership of the Planning Commission.
- Seek funding and resources for an updated to the City of Charlotte Master Plan.



Nº 0673

CITY OF LANSING
DEPARTMENT OF PARKS & RECREATION
FORESTRY DIVISION

PERMIT FOR TREE WORK

Date _____ 20____

Permission is hereby granted to

name _____

address _____

to _____

at _____

Stumps must be removed below ground level and premises left in neat condition. Trees less than 1.5 inch in diameter (measured one foot above ground level) shall not be planted on the street R.O.W.

Persons using this permit assume and will be responsible for all damages caused people or property in cutting and removing trees. This permit is void thirty days from date.

Forester

Permit for tree work.

BIG KID <bigkidtreeworx@gmail.com>

Tue, Jan 25, 2022 at 5:06 AM

To: AGilson@charlottemi.org, tarcher@charlottemi.org, marmitage@charlottemi.org, elapere@charlottemi.org

To All,

Please see the attached document used in the city of Lansing. I desire to work toward having a similar option for those in the City of Charlotte Michigan. I would like to present this through the proper channels, I feel City Council would likely be the avenue for this matter. Although, I would like to be sure you all are aware prior.

Thank you,
Justin Brummette



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