

**CITY OF CHARLOTTE
COUNCIL PROCEEDINGS**

**Regular Meeting
January 4, 2021**

CALL TO ORDER:

By Mayor Armitage on Monday, January 4, 2021 at 7:00 p.m

PRESENT:

Councilmembers: McRae, Baker, Weissenborn, Hoogstra, VanStee, Dyer & Mayor Armitage. All reported their remote meeting location as being in the City of Charlotte, County of Eaton and State of Michigan. Staff: Clerk Tidwell, Manager Thomas

PLEDGE OF ALLEGIANCE:

Mayor Armitage led the Pledge of Allegiance to the Flag of the United States of America.

INVOCATION:

Pastor Royston gave the invocation.

APPROVAL OF MINUTES:

Motion by Baker, supported by Hoogstra to approve the minutes from December 28, 2020 as presented. Carried. 7 Yes. 0 No. 0 Absent.

EXCUSE ABSENT MEMBERS:

All members were present.

PUBLIC COMMENT:

There was no public comment.

**APPROVAL OF REGULAR AGENDA AND UNANIMOUS
CONSENT AGENDA:**

Motion by Weissenborn, supported by Baker to approve the Regular Meeting Agenda as presented. Carried. 7 Yes. 0 No. 0 Absent.

Motion by McRae, supported by Mayor Pro-Tem Dyer to approve the Unanimous Consent Agenda as presented. Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

SPECIAL PRESENTATIONS:

There was no special presentation.

EXPEDITED RESOLUTIONS AND ORDINANCES:

**A. Consider approval of Resolution No. 2021-1 Approving the
Payment of Claims and Accounts**

RESOLUTION NO. 2021-1

**A RESOLUTION TO APPROVE EXPENDITURES OF THE
CITY OF CHARLOTTE
FOR JANUARY 4, 2020**

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

WHEREAS, the December 31, 2020, payroll totaled \$164,241.40; and

WHEREAS, the December 30, 2020, claims total in the amount of \$62,324.13; and

WHEREAS, December 28, 2020, insurance claims totaled \$499.50;

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for January 4, 2021, in the amount of \$227,065.03.

Council member McRae moved, supported by Mayor Pro-tem Dyer to approve Resolution 2021-1 to approve expenditures of the City. Carried with roll call vote. 7 Yes. 0 No.

**B. Consider approval of Resolution No. 2021-2 Authorizing
Change Order #1 and Final Payment to Mike and Son
Asphalt, Inc. for Independence Blvd. Reconstruction**

RESOLUTION NO. 2021-2

**A RESOLUTION TO AUTHORIZE CHANGE ORDER #1
AND FINAL PAYMENT TO MIKE AND SON ASPHALT,
INC. FOR INDEPENDENCE BLVD. RECONSTRUCTION**

WHEREAS, the Independence Boulevard Reconstruction Project contract was awarded to Mike and Son Asphalt, Inc. by City Council on March 23, 2020 in the amount of \$443,601.13; and

WHEREAS, the contract is a unit price contract whereby the City is charged by actual quantities of items constructed resulting in a balancing change order; and

WHEREAS, the balancing Change Order #1 decreases the contract price by \$7,741.74 resulting in a total project cost of \$435,859.39; and

WHEREAS, the Major Street Fund will be charged \$435,859.39 based on actual quantities constructed.

THEREFORE, BE IT RESOLVED that the City Council approves contract Change Order #1 in the amount of \$(7,741.74) and final payment to Mike and Son Asphalt, Inc. in the amount of \$19,523.69.

Council member McRae moved, supported by Mayor Pro-tem Dyer to approve Resolution 2021-2 Authorizing Change Order #1 and Final Payment to Mike and Son Asphalt, Inc. for Independence Blvd. Reconstruction . Carried with roll call vote. 7 Yes. 0 No.

C. Consider approval of Resolution No. 2020-3 Statement of Doing Business with the City of Charlotte

RESOLUTION NO. 2021-003

STATEMENT OF DOING BUSINESS WITH CITY OF CHARLOTTE 2020

WHEREAS, Pursuant to the provisions of Section 15.4 of the City Charter, the undersigned, doing business in the City of Charlotte, hereby states that he/she intends to have business dealings with the City of the type that is on a continuing basis, involving more than one or a sequence of transactions. Such dealings will be as listed or similar transactions.

Council member McRae moved, supported by Mayor Pro-tem Dyer to approve Resolution 2021-3 Statement of Doing Business with the City of Charlotte. Carried with roll call vote. 7 Yes. 0 No.

ACTION ITEMS – RESOLUTIONS AND ORDINANCES:

A. Consider approval of Resolution No. 2020-167 Approving the Purchase of Fire Department Incident Reporting Software

RESOLUTION NO. 2020-167

A RESOLUTION TO AUTHORIZE CHARLOTTE FIRE DEPARTMENT TO PURCHASE AN INCIDENT REPORTING PROGRAM

WHEREAS, the Charlotte Fire Department has been notified by Fire Tools (our incident reporting software) that they will no longer provide support because they are going out of business.

WHEREAS, the Charlotte Fire Department is required by the state of Michigan to submit monthly reports through the National Fire Incident Reporting System and National Emergency Medical Services Information System.

WHEREAS, the Charlotte Fire Department has received quotes from three different vendors that provide incident reporting programs and transfer historical information from our old program to the new program.

WHEREAS, we have researched and demoed all three vendors and have found the lowest quote Emergency Reporting will be able to provide the Charlotte Fire Department satisfactory service.

THEREFORE, BE IT RESOLVED that the City of Charlotte purchase the needed program from Emergency Reporting for the amount of \$5,000 dollars for year one and a recurring cost of \$3,750 dollars per year.

BE IT FUTHURE RESOLVED that the expense come from account number 101-350-000-744 internet/computer.

Council member McRae moved, supported by Mayor Pro-tem Dyer to approve Resolution 2020-167 Approving the Purchase of Fire Department Incident Reporting Software. Carried with roll call vote. 7 Yes. 0 No.

PUBLIC COMMENTS:

There was no public comment.

COMMUNICATIONS AND COMMITTEE REPORTS,
COUNCILMEMBER COMMENTS:

Interim City Manager reported on the leak in the roof above the city council chambers.

Mayor Armitage stated that updates on the boil water advisory for 4th Street between Sheldon and Cochran will be posted to social media., reminded the public that Christmas tree pick-up began January 4 and thanked the police and fire departments for their service during the holidays and inclement weather.

Baker had nothing to report.

Weissenborn had nothing to report.

VanStee wished everyone a Happy New Year.

Mayor Pro-tem Dyer inquired on the transition of the new city manager.

Mayor Armitage stated that virtual meetings have been held with Erin LaPere and an in-person meeting will take place next week.

Interim Manager Thomas stated that he is working with Erin on city projects.

Mayor Pro-tem Dyer reminded the public of the council meeting dates on the 1st and 3rd Mondays of the month with workshops on the 2nd Tuesday.

VanStee stated he hoped that everyone had a good holiday.

Hoogstra expressed appreciation for the first responders during the holidays.

ADJOURNMENT:

Council member Baker moved, supported by Mayor Pro-tem Dyer to adjourn the meeting at 7:16 p.m. Carried. 7 Yes. 0 No. 0 Absent.

Mayor Armitage

Pearl Tidwell, City Clerk