

**CITY OF CHARLOTTE
COUNCIL PROCEEDINGS**

**Regular Meeting
September 7, 2021**

CALL TO ORDER:

By Mayor Armitage on Tuesday September 7, 2021 at 7:00 p.m.

PRESENT:

Council members: VanStee, McRae, Weissenborn, Baker, Hoogstra, Mayor Armitage, Mayor Pro-Tem Dyer, City Manager LaPere, and City Clerk LaRocque.

INVOCATION:

Chuck Jenson, West Carmel Church

PLEDGE OF ALLEGIANCE:

Led by Mayor Armitage

APPROVAL OF MINUTES:

August 16, 2021 City of Charlotte Regular Council Meeting Minutes

Motion by Baker supported by Dyer to approve the minutes from August 16, 2021 regular meeting as presented. Roll Call; Yea 7; Nay 0; Absent 0. Motion passed.

EXCUSE ABSENT MEMBERS:

All were present.

PUBLIC HEARING:

Nothing scheduled

PUBLIC COMMENT: (5-minute presentation limit)

No Public Comment

PROCLAMATION:

National Rail Safety Week

The foregoing Proclamation was offered by VanStee, supported by Hoogstra to approve National Rail Safety Week. Yea 7; Nay 0; Absent 0. Motion passed.

APPROVAL OF REGULAR AGENDA AND UNANIMOUS

CONSENT AGENDA:

Motion by Baker supported by Dyer to approve the Regular Meeting Agenda. Yea 7; Nay 0; Absent 0. Motion Passed.

Council member Baker requested 11 b to be removed from the Unanimous Consent Agenda.

Mayor Pro-Tem Dyer requested 11 c to be removed from the Unanimous Consent Agenda.

Mayor Pro-Tem Dyer requested 12 a to be removed from the Unanimous Consent Agenda.

Mayor Armitage requested 13 a to be removed from the Unanimous Consent Agenda.

Council member Baker requested 13 b to be removed from the Unanimous Consent Agenda.

Motion by VanStee supported by Dyer to approve the Unanimous Consent Agenda and approval of claims and expenditures. Roll Call; Yea 7; Nay 0; Absent 0. Motion passed.

EXPEDITED RESOLUTIONS AND ORDINANCES:

- a. **Consider Resolution 2021-126 To approve payment of Claims and Expenditures**

RESOLUTION NO. 2021-126

**A RESOLUTION TO APPROVE EXPENDITURES OF THE
CITY OF CHARLOTTE FOR SEPTEMBER 07, 2021**

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

WHEREAS, the August 27, 2021, payroll totaled \$86,081.42; and

WHEREAS, the September 03, 2021, claims total in the amount of \$600,490.64; and

WHEREAS, the August 16, 2021, insurance claims totaled \$940.36; and

WHEREAS, the August 23, 2021, insurance claims totaled \$713.39; and

WHEREAS, the August 30, 2021, insurance claims totaled \$1,409.15;

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for September 7, 2021, in the amount of \$689,634.96.

Motion by VanStee supported by Dyer to approve the Unanimous Consent Agenda and approval of claims and expenditures. Roll Call; Yea 7; Nay 0; Absent 0. Motion passed

- b. Consider Resolution 2021-128 To approve a Change Order #1 for Rowe PSC**

RESOLUTION NO. 2021-128

**A RESOLUTION TO APPROVE CHANGE ORDER #1 FOR
ROWE PSC FOR CONSTRUCTION ENGINEERING ON THE
E. HARRIS STREET PROJECT**

WHEREAS, the East Harris Street Reconstruction Project construction engineering contract was awarded to Rowe PSC by City Council on January 13, 2020 in the amount of \$160,000.00; and

WHEREAS, the estimate for construction engineering was based on construction activities lasting 12 weeks and minimal unforeseen conditions; and

WHEREAS, several unforeseen conditions outlined in Rowe's change order request resulted in additional construction engineering fees as well as an extended length of construction and project administration; and

WHEREAS, Rowe PSC has incurred additional costs totaling \$45,380.00 in construction engineering to complete the work necessary for a successful project; and

WHEREAS, it is typical to pay for construction engineering based on actual hours spent on the job, and the overall percentage of the project cost is still within accepted standards for projects of this complexity; and

WHEREAS, these additional costs will be split accordingly between the Major Street Fund, Parking Lot Fund (underground storage tank removal), and the Water and Sewer Fund.

THEREFORE, BE IT RESOLVED that the City Council authorizes construction engineering contract Change Order #1 in the amount of \$45,380.00 for Rowe PSC for additional work incurred as part of the E. Harris Street Reconstruction Project.

The foregoing resolution was offered by Dyer supported by Baker to approve Resolution 2021-128; Yea 7; Nay 0; Absent 0. Motion passed

c. Consider Resolution 2021-129 To Appoint a Fire Chief

RESOLUTION NO. 2021-129

**A RESOLUTION TO CONFIRM APPOINTMENT OF
ROBERT VOGEL AS FIRE CHIEF**

WHEREAS, upon the retirement of Fire Chief Kevin Fullerton on April 30, 2021, the city has had a vacancy in the administrative office of Fire Chief; and

WHEREAS, the position of Fire Chief is an appointed officer of the City and Section 6.2 of the City Charter provides that the City Manager shall appoint the administrative officers of the City subject to confirmation of said appointments by the City Council; and

WHEREAS, Section 6.12 of the City Charter provides that primary consideration shall be given to the recommendation made by the members of the Fire Department; and

WHEREAS, the Fire Service Agreement between the City and Rural Fire Association, Section E. Fire Chief, 2. Appointment states that the City of Charlotte shall establish a Fire Chief Selection Committee to select the new Chief; and

WHEREAS, the City established a Fire Chief Selection Committee which convened and conducted recruitment for candidates for Fire Chief and selected two finalists for consideration by the Volunteer Fire Department; and

WHEREAS, the Volunteer Fire Department met with the finalists on August 12th and September 1st after which a recommendation was made that the City offer the position to Robert Vogel; and

WHEREAS, the Selection Committee concurred with the recommendation by the Volunteer Department, and the City Manager subsequently offered the appointment to Robert Vogel who accepted;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby confirm the City Manager's appointment of Robert Vogel as Fire Chief.

The foregoing resolution was offered by VanStee supported by Dyer to approve Resolution 2021-129; Yea 7; Nay 0; Absent 0. Motion passed

d. Consider Resolution 2021-131 to Authorize the Purchase of a Police Vehicle

RESOLUTION NO. 2021-131

**A RESOLUTION TO AUTHORIZE A CONTRACT
WITH BERGER CHEVROLET INC. FOR THE**

**PURCHASE OF ONE 2021 CHEVROLET POLICE
TAHOE PATROL VEHICLE.**

WHEREAS, this purchase was identified in the budgeting process for FY 21/22 to replace the 2016 Ford Explorer patrol vehicle due to age and repair costs; and

WHEREAS, we have only solicited one bid from those manufacturers that provide qualified police vehicles due to the vehicle chip shortage, the following provider met the qualifications; and

WHEREAS, one bid was received in total from the preferred manufacturers. The only bid was from the State of Michigan bid contracts; and

WHEREAS, Berger Chevrolet Inc. of Grand Rapids holds the State of Michigan contract bid for the 2021 Chevrolet Police Tahoe with a bid of \$39,985.00.

THEREFORE, BE IT RESOLVED that the City of Charlotte enter into the purchase agreement with Berger Chevrolet Inc. for the 2021 Chevrolet Police Tahoe patrol vehicle in the amount of \$39,985.00.

Motion by VanStee supported by Dyer to approve the Unanimous Consent Agenda and approval of claims and expenditures. Roll Call; Yea 7; Nay 0; Absent 0. Motion passed

APPROVAL OF RESOLUTIONS AND ORDINANCES

- a. Resolution 2021-125 Change the Fee Schedule to Add Rental Fees**

RESOLUTION 2021-125

**A RESOLUTION TO CHANGE THE FEE SCHEDULE TO
ADD RENTAL FEES**

WHEREAS, pursuant to Ordinance 2021-09 the fees to be paid for registration, inspection, and reinspection of rental dwelling units are to be established by resolution of Council; and

WHEREAS, Administration is recommending a fee schedule to adequately cover the costs incurred to implement a rental registration and inspection program;

NOW THEREFORE BE IT RESOLVED, that the following, non-refundable fees be established:

Rental Registration and Inspection

Single Family Home

Registration application fee **\$100**

Re-Inspection fee **\$50**

Multi-Family Home (2-7 dwelling units in one structure)

Registration application fee **\$100 for first unit**
\$25 for each additional
unit

Apartment Complex

Registration application fee **\$100 for first unit**
\$25 for each additional
unit

Mobile Home

Park Registration application fee **\$100 for first unit**
unit **\$25 for each additional**

Individual Unit Registration

application fee **\$100 for first unit**
unit **\$25 for each additional**

Any Dwelling Unit

Re-Inspection fee
\$50 per unit

BE IT FURTHER RESOLVED that the effective date will be November 1, 2021.

Discussions resulted in the decision to postpone this resolution for 2 weeks to gather more data.

The postponement of Resolution 2021-125 was offered by council member Baker and supported by Weissenborn. Yea 7; Nay 0; Absent 0, Motion carried.

INTRODUCTION OF RESOLUTIONS AND ORDINANCES

- a. **Consider Resolution 2021-127 To Authorize a Contract with Rowe PSC regarding the Reconstruction of Hall, Washington and McClure Streets.**

RESOLUTION NO. 2021-127

A RESOLUTION TO AUTHORIZE A CONTRACT WITH ROWE PSC FOR ENGINEERING SERVICES RELATED TO RECONSTRUCTION OF HALL, WASHINGTON, AND McCLURE STREETS FROM COCHRAN AVENUE TO LANSING ROAD

WHEREAS, the City Council approved the reconstruction of Hall/ Washington/ McClure Streets from Cochran Avenue to Lansing Road at their meeting on January 13, 2020; and

WHEREAS, the project is in the Michigan Department of Transportation's (MDOT) Local Agency Small Urban Program for 2023 construction; and

WHEREAS, recently required environmental clearances for federally funded projects can take up to one year to obtain; and **WHEREAS**, specific dates must be met to secure the maximum \$375,000 matching grant; and

WHEREAS, staff has also applied for Michigan Department of Transportation's (MDOT) Category F funding in the amount of \$375,000 for this 2023 construction; and

WHEREAS, staff has also applied for and received \$81,204 Highway Infrastructure Program- COVID Funding from the Michigan Department of Transportation's (MDOT) for this 2023 construction; and

WHEREAS, Rowe PSC has successfully provided road engineering services for the City and is familiar with both the MDOT LAP standards and requirements as well as those of the City; and

WHEREAS, Rowe PSC has estimated the road portion of the project to be approximately \$1,500,000 and the water and sewer portion to be approximately \$570,000; and

WHEREAS, Rowe PSC has submitted a proposal for the design and construction engineering for an amount of \$286,400.00, and

WHEREAS, funding for the professional services related to reconstruction of Hall/ Washington/ McClure Streets will be charged to the Major Street Fund.

THEREFORE, BE IT RESOLVED that the City Council enter into a contract with Rowe PSC to provide the above-mentioned services and that the Mayor or Clerk be directed to sign said contract on behalf of the City.

The foregoing resolution was offered by council member VanStee and supported by Baker to approve Resolution 2021-127; Yea 7; Nay 0; Absent 0, Motion passed.

b. Consider Resolution 2021-130 Resolution to Accept the Offer for 220 W. Shaw

**RESOLUTION NO. 2021-130
A RESOLUTION TO APPROVE THE SALE
OF 220 WEST SHAW STREET**

WHEREAS, the City is the owner of property located at 220 West Shaw Street more fully described as Lots 19 & 20 Except E 177 Feet, S.P. Jones' Addition City of Charlotte; and

WHEREAS, the City has now received an offer to purchase the property from Mr. Randy Jewell, 3258 Carlisle Highway, Charlotte in the amount of \$4,000; and

WHEREAS, the property is not needed for corporate or public purposes and the public interest is best served by returning the lot to private ownership;

WHEREAS, the City Attorney has reviewed the proposed sale and does not find a conflict due to Mr. Jewell's employment as the City Assessor;

NOW, THEREFORE, BE IT RESOLVED that Council does hereby approve the sale of the property located at 220 West Shaw Street to Mr. Randy Jewell for \$4,000 and authorizes the City Attorney to prepare a warranty deed to be executed by the Mayor and Clerk along with execution of any other documents required to complete the sale of the property.

Upon discussion, it was determined an effort will be made to advertise and offer the property for sale to the general public, for transparency's sake, and considering the competitive real estate atmosphere, a better offer could be received.

The foregoing resolution was offered by council member Dyer and supported by Hoogstra to approve Resolution 2021-130. Upon roll call vote, the following voted: Yea 0; Nay 7; Absent 0, Motion failed.

PUBLIC COMMENT:

No comments.

COMMUNICATIONS AND COMMITTEE REPORTS,

- a. The City Attorney report was received.
- b. The City Manager report was received
- c. Council Member Committee reports
- d. Fire Dept. Report August, 2021
- e. Code Enforcement Report

COUNCILMEMBER COMMENTS:

McRae – Commended LaPere for hiring of Vogel

Weissenborn – Recreation Coop project moving forward

Mayor Armitage – Garbage can issue, Marketing of 220 Shaw.

Mayor Pro-Tem Dyer – Covid funds

ADJOURNMENT:

Motion by Baker, supported by VanStee to adjourn the September 7, 2021 meeting at 8:17 p.m. Yea 7; Nay 0; Absent 0, Motion passed.

Michael Armitage, Mayor

Mary LaRocque, City Clerk