

CALL TO ORDER:

Mayor Rundborg called the Regular City Council Meeting to order at 7:00 p.m. He led the Pledge of Allegiance.

ROLL CALL:

Council Members Present: Sue Erickson, Dave Hunsaker, Ray Knick, Sheryl Strouse, Tony Stoker, and Jim Lancaster
Council Members Excused: None

STAFF:

Lisa Grysen, Rich Miller, Police Lieutenant Joe Spagnuolo, and Dan Matson

AUDIENCE:

Paul Hartlieb, Randy Roost (Lansing Board of Water and Light), Mike Lee, Marshall Resig, and County Commissioner Bob Showers

APPROVAL OF AGENDA:

Motion by Strouse, seconded by Stoker and carried by unanimous vote of the Council that **the agenda be approved as presented.**

SPECIAL AGENDA ITEMS:

1. DeWitt Millennium Garden Club – A Non-Profit Organization:

The City received a written request (via email) from Sandy Lockwood of the DeWitt Millennium Garden Club. The Garden Club is a non-profit organization and is applying for a Charitable Gaming License. The purpose for the license is to legally give away door prizes and sell tickets at their February 22, 2011 Spring Event. A resolution from a local governing body is requested in order to complete their application.

Motion by Erickson, seconded by Hunsaker and carried by unanimous vote of the Council to approve the prepared Resolution asking that the DeWitt Millennium Garden Club be recognized as a non-profit organization operating in the community for the purpose of obtaining a charitable gaming license.

BE IT RESOLVED to approve the “Local Governing Body Resolution for Charitable Gaming Licenses” recognizing DeWitt Millennium Garden Club as a non-profit organization in the community for the purpose of obtaining a charitable gaming license.

2. Interior and Exterior Barrier-Free Design Presentation:

Paul Hartlieb (owner of 103 S. Bridge) and Mike Lee (Chairman of DDA) presented an exterior barrier-free design for the property located at 103 S. Bridge Street. Mr. Hartlieb has a potential renter that will require him to get a building permit which in turn will make him comply with the State Building Code that requires a barrier free exterior. Mr. Hartlieb is requesting that the City of DeWitt provide him with a letter stating that the City is not in favor of this design because the aesthetics are not appealing to the City’s downtown.

Motion by Lancaster, seconded by Hunsaker and carried by unanimous vote of the Council **to direct the Interim City Administrator to draft a letter for Mr. Hartlieb from the City of DeWitt stating that the City is not in favor of the barrier free design because the aesthetics are not appealing to the downtown.**

3. Water System Update for the Athletic Complex-Randy Roost (LBWL):

Randy Roost of the Lansing Board of Water and Light gave the City Council an update regarding the water system plans for the DeWitt Public Schools athletic complex. Mr. Roost is recommending that the two dead-end mains be looped. This will allow higher water pressure for the Jr. High and Herbison Woods Schools. If the dead-end mains are not looped, water can sit in the pipes and become stagnant during the months that school is not in session. The system will need to be flushed prior to the water being consumed to prevent the consumers from becoming sick. The City of DeWitt has an agreement with the LBWL that the City maintains ownership of the water mains but LBWL performs the maintenance on them. If the School installs a 4" service, the service will be owned by the School and LBWL will not make repairs.

Discussion Only

APPROVAL OF MINUTES:

Motion by Erickson, seconded by Strouse and carried by unanimous vote of the Council **to approve the minutes from the December 7, 2010 Regular City Council Meeting as presented.**

PUBLIC COMMENTS:

County Commissioner Bob Showers briefly reported on the following:

- Clinton County is the recipient of the Divinci Award
- Clinton County is a finalist for a \$600,000 grant for another water park
- Clinton County ended the fiscal year with a \$700,000 surplus
- Bingham Township is structurally bankrupt and their record keeping was less than desirable.

Commissioner Showers wished everyone happy holidays.

CITY ADMINISTRATORS REPORT:

None

OLD BUSINESS:

1. City Administrator Search Update-Sandra Rich (Hiring Solutions, LLC):

Ms. Rich has narrowed the applicants to 7. City Council asked to have 2 candidates added. Ms. Rich has conducted the telephone interviews and with City Council's approval has eliminated applicants #3, #5 and #7. Applicant #3 was eliminated due to lack of government experience and applicants #5 and #7 lacked leadership experience. Onsite interview and assessment for applicants #1, #2 and #6 will be conducted Wednesday, December 22nd. Applicant #4 and #9 have already completed the onsite interview and assessments. Ms. Rich will be recommending 4 applicants for interviews on January 10 and 11. Ms. Rich should have the names of the applicants to City Council before the next City Council meeting.

NEW BUSINESS:

1. Release of funds in the Letter of Credit for the Oaks Phase II Subdivision:

Chris Thelen (DTP LLC) has provided a written request to the City asking for the remaining \$10,000 be released from the letter of credit. Kevin Fueka (C2AE) has provided a written memo stating that all remaining punch list items have been completed to their satisfaction and that the fund should be released.

Motion by Erickson, seconded by Stoker and carried by unanimous vote of the Council to **approve the release of all funds held in the Letter of Credit with Summit Bank regarding The Oaks Phase II project.**

2. Professional and Technical Planning Services-Contract Renewal (LSL):

The Professional and Technical Planning Services Extension Agreement between the City and LSL Planning, Inc. will expire on December 31, 2010. The City has extended this contract on an annual basis since the original contract expired in June of 2004. LSL Planning has assisted the City with development, zoning and planning matters throughout the year.

LSL has provided a letter expressing their willingness to extend the contract through December 31, 2011 at no increase in hourly rates.

Nearly all of the time billed by LSL to the City is for work performed by Steven VanSteenhuysen, who is a Senior Planner.

City Attorney Dan Matson stated that there is some key language missing from the contract extension. He will inform LSL of the missing language and this contract will come before City Council at the next meeting.

No Action Taken

3. General Engineering Services – Agreement Renewal (C2AE):

The General Engineering Services Agreement between the City and C2AE expires on December 31, 2010. The City has maintained this Agreement with C2AE on an annually renewed basis for several years. Attached is the contract extension proposal along with the prior year's contract.

General Engineering Services covered by this agreement include items such as cost estimates, site plan review and storm water management plan review. Engineering work associated with specific construction projects (e.g. street resurfacing) is not covered by this agreement, but are done on a project-by-project basis. Engineering costs associated with items such as site plan review, storm water management review and subdivision developments are typically paid by the applicant seeking approval.

C2AE is willing to extend the contract with no increase in the hourly rate structure.

Motion by Hunsaker, seconded by Erickson and carried by unanimous vote of the Council to **accept the contract extension with C2AE to cover the period of January 1, 2011 through December 31, 2011 and that the Mayor and City Clerk be authorized to sign the agreement on behalf of the City subject to the review and approval of the contract extension by the City Attorney.**

4. Potential Sewer Repairs:

Rich Miller, DPS Supervisor, presented City Council with a spreadsheet listing possible sewer repairs. Rich will be working with SCCMUA on a 5 year plan that will incorporate the 5 year plan for the Street project. Discussion Only

CLOSED SESSION

1) Motion by Stoker, seconded by Hunsaker and carried by roll call vote of the Council **to enter into closed session per the Open Meeting Act Section 8 (c) for negotiations connected with the negotiations of a collective bargaining agreement at 8:22 pm.**

ROLL CALL VOTE:

Knick	Yes	Strouse	Yes
Lancaster	Yes	Hunsaker	Yes
Stoker	Yes	Erickson	Yes

Motion by Strouse, seconded by Hunsaker and carried by unanimous vote of the Council **to return to the Regular City Council meeting at 8:59 pm.**

2) Motion by Lancaster, seconded by Hunsaker and carried by roll call vote of the Council **to enter into closed session for the purpose of considering the purchase of real property per the Open Meeting Act Section 8 (d) at 8:59 pm.**

ROLL CALL VOTE:

Knick	Yes	Strouse	Yes
Lancaster	Yes	Hunsaker	Yes
Stoker	Yes	Erickson	Yes

Motion by Erickson, seconded by Stoker and carried by unanimous vote of the Council **to return to the Regular City Council meeting at 9:19 pm.**

Motion by Lancaster, seconded by Erickson and carried by unanimous vote of the Council **to authorize Councilmember Lancaster to negotiate an offer for the purchase of property.**

COUNCIL/STAFF REPORTS:

Mayor Rundborg thanked Councilmember Knick for his past years of service and asked him to attend the January 4, 2011 City Council meeting so we may honor his hard work and commitment to the City of DeWitt.

ADJOURNMENT:

Motion by Knick, seconded by Stoker and carried by unanimous vote of the Council that **this meeting be adjourned at 9:36 p.m.**

Respectfully submitted,

Lisa M. Gysen
City Clerk-Treasurer

James Rundborg
Mayor