

# **CITY OF NILES**

## **CITY COUNCIL MEETING AGENDA**

### **November 27, 2023**

**The meeting will be held in person at 1345 E. Main Street,  
Niles, Michigan and streamed  
via Zoom  
6:00pm**

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**Any interested person or group may address the City Council on any agenda item when recognized by the presiding officer or upon request of any Council Member. Also, any interested person or group may address the City Council on any matter of City concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time.**

For individuals who may wish to attend the City Council meeting it will be held at 1345 E. Main Street in the City of Niles, Michigan. You may also view the meeting from a PC, Mac, iPad, iPhone, Android device, or by telephone. Public comment will only be accepted in person.

#### **ZOOM WEBINAR CITY COUNCIL MEETING ACCESS**

Please click the link below to join the webinar:

<https://nilesmi.zoom.us/j/99669867810>

Webinar ID: 996 6986 7810

Or iPhone one-tap :

US: +13017158592,,99669867810# or +13126266799,,99669867810#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 996 6986 7810

International numbers available: <https://nilesmi.zoom.us/j/99669867810>

#### **MEETING PARTICIPATION**

At any regular or duly called special meeting of the Niles City Council, other than those meetings not subject to the provisions of the Michigan Open Meetings Act, a person desiring to speak on any item(s) on the agenda may do so subject to the following rules:

- Prior to addressing the Council, the person must provide, for the record, his/her name, permanent address.
- The person must be recognized by the Mayor or other presiding officer at the point on the agenda entitled "Citizen Participation."

- The person will be allowed three (3) minutes to present remarks, unless the time restriction is waived by the chair.
- A person wishing to address an agenda item may reserve time to address that item immediately prior to the time that the item is discussed by the Council.
- A person may be expelled from the meeting for a breach of the peace committed at the meeting, and if during his/her presentation to the Council becomes loud or unruly, the chair may rule the person out of order and forfeit the person's opportunity to speak further.

*Resolution 92-11/1003 November 23, 1992*

If you would like to contact the City Council about any matter, on the agenda or otherwise, please do so via the email addresses below by 4:00 pm prior to the meeting:

- Mayor Nick Shelton: [mayor@nilesmi.org](mailto:mayor@nilesmi.org)
- Mayor Pro Tem & 1<sup>st</sup> Ward Councilmember Gretchen Bertschy: [gbertschy@nilesmi.net](mailto:gbertschy@nilesmi.net)
- 1<sup>st</sup> Ward Councilmember Georgia Boggs: [gboggs@nilesmi.net](mailto:gboggs@nilesmi.net)
- 2<sup>nd</sup> Ward Councilmember Amanda Dunnem: [adunnem@nilesmi.net](mailto:adunnem@nilesmi.net)
- 2<sup>nd</sup> Ward Councilmember Tim Rogers: [trogers@nilesmi.net](mailto:trogers@nilesmi.net)
- 3<sup>rd</sup> Ward Councilmember William Weimer: [wweimer@nilesmi.net](mailto:wweimer@nilesmi.net)
- 3<sup>rd</sup> Ward Councilmember Charlie McAfee: [cmcafee@nilesmi.net](mailto:cmcafee@nilesmi.net)
- 4<sup>th</sup> Ward Councilmember John DiCostanzo: [jdicostanzo@nilesmi.net](mailto:jdicostanzo@nilesmi.net)
- 4<sup>th</sup> Ward Councilmember Michael Thompson: [mthompson@nilesmi.net](mailto:mthompson@nilesmi.net)
- City Administrator Richard Huff: [cityadministrator@nilesmi.org](mailto:cityadministrator@nilesmi.org)
- City Clerk Tina Bergman: [cityclerk@nilesmi.org](mailto:cityclerk@nilesmi.org)

The City of Niles will provide necessary reasonable auxiliary aids such as Closed Captioning. If other aids and services are needed for individuals with disabilities please contact the City Clerk, at [cityclerk@nilesmi.org](mailto:cityclerk@nilesmi.org).

**6:00 P.M.**

**REGULAR COUNCIL MEETING**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL: (If attending remotely announce your location; i.e., state and city.)**

**APPROVAL OF THE AGENDA:**

**PUBLIC HEARING:**

**CITIZEN PARTICIPATION: (PUBLIC COMMENTS)**

**PRESENTATIONS:**

**CONSENT AGENDA:**

1. Consideration of approving the minutes of November 13, 2023.
2. Consideration of approving the list of bills dated November 22, 2023.
3. Consideration of approving the emergency purchase in the amount of \$12,434.82 from H&G Services of Mishawaka, Indiana for the diagnosis and repair of Office and Lab heat/cool unit at the Wastewater Treatment Plant and charge the expense to Wastewater - Maintenance, Equipment – Old.
4. Consideration of approving the emergency purchase in the amount of \$12,399.71 from Hermann & Goetz, Inc. of Mishawaka, Indiana for repair to a station transformer located at Corewell Health Lakeland Hospital and charge the expense to the Electric Department, Maintenance – Comm Underground.
5. Consideration of approving the emergency purchase in the amount of \$4,975.00 from Peerless Midwest of Mishawaka, Indiana for the installation of a 4-inch water meter at 1951 Oak Street, Niles, and charge the expense to the Water Department – Maintenance, Services.

**CITY ADMINISTRATOR’S REPORT:**

6. Consideration of accepting the bid of Kirk M. Proshwitz of Buchanan, Michigan in the amount of \$16,500.00 for the fireworks display for the annual Fourth of July celebration to be held July 5, 2024.
7. Consideration of authorizing the adoption of a resolution allowing the City of Niles to enter into a contract with the Michigan Department of Transportation, for completion of the Wayne Street project, utilizing Federal Funds of approximately \$351,000.00 with the remaining funds of approximately \$139,840.00 to be paid from the Major Street Fund, and authorize the Mayor and City Clerk to sign the contract.
8. Consideration of authorizing the Niles History Center to enter into a historic preservation easement for the Henry A. Chapin House, authorize the Mayor to sign the easement and cause the document to be recorded in the Office of the Register of Deeds.
9. Consideration of authorizing the purchase of three (3) full-size Transit Vans from Hoekstra Transportation, Inc. through the MiDEAL program, for use by DART, in an amount not to exceed \$317,526.00, and to use grant funds from the FY 2024 CMAQ and 5307 FTA/MDOT grants.
10. Consideration of approving the proposed General Municipal Fee Schedule 2023, as submitted.
11. Consideration of approving the 2023-2026 ARPA projects, as submitted, and obligate ARPA funds for related expenses.
12. Consideration of authorizing a provisional marijuana grower license for The Gas Company at 1760 Renaissance Drive.
13. Consideration of authorizing the Utilities Department to contract with Corpro Waterworks of Medina, Ohio for an annual service agreement at a cost of \$4,625.00 for inspection of the Cathodic Protection System of five water tanks, charge the expense to Water Division – Maintenance, and authorize the Utilities Manager to sign the contract.
14. Consideration of authorizing the purchase of new computers (15 PCs and 5 laptops) for multiple divisions within the City from Dell Marketing, LP of Round Rock, TX at a cost of \$15,703.14 with the costs to be charged to Computer Equipment and Supplies of the departments receiving computers.

15. Consideration of authorizing the purchase of new copiers and printers, including service and support, from US Business Systems of Elkhart, Indiana in the amount of \$115,335.73 and charge the expense to the City and Utility Departments, Computer Equipment and Supplies.
16. Consideration of authorizing the Utilities Department to extend the Tree Trimming and Line Clearance contract with Tree Servants of Plymouth, Indiana for one year, charge the expense to the Electric Department and Department of Public Works, and authorize the Mayor to sign the contract.

**Introduction of Items for Discussion**

**Items for Council Action**

**APPOINTMENTS:**

**CITY ATTORNEY'S REPORT:**

**COUNCILMEMBER'S REPORT:**

Councilmember Boggs  
Councilmember Bertschy  
Councilmember Dunnem  
Councilmember Rogers

Councilmember McAfee  
Councilmember Weimer  
Councilmember DiCostanzo  
Councilmember Thompson

**MAYOR'S REPORT:**

**CLOSED SESSION:**

**ADJOURNMENT**