

# **CITY OF NILES**

## **CITY COUNCIL MEETING AGENDA**

### **March 11, 2024**

**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:**

Presentation of 2023 City of Niles Audit by Bill Tucker, CPA of Maner Costerisan

**CONSENT AGENDA:**

1. Consideration of approving the minutes of February 19, 2024.
2. Consideration of approving the list of bills dated February 21, 2024.
3. Consideration of approving the list of bills dated March 5, 2024.

**CITY ADMINISTRATOR'S REPORT:**

4. Consideration of approving to continue the Letter of Credit (LOC) with United Federal Credit Union for wetland mitigation on the Pucker Street Dam project for one year and the authorize the Finance Director to sign required documentation.
5. Consideration of approving the PY23 CDBG Agreement with WeECHO for WEYS2 Grow and authorize the Mayor to sign the agreement.
6. Consideration of approving the PY23 CDBG Agreement with the Greater Michiana YMCA for Summer My Way and authorize the Mayor to sign the agreement.
7. Consideration of accepting the bid from Chorba Asphalt Paving, LLC of Dowagiac, MI in the amount of \$262,154.00 for the 2024 Municipal Parking Lot Resurfacing Project, Lots A, B, C, F, and H and authorize the Mayor to sign the contract.
8. Consideration of approving the purchase of a 2024 Ford Explorer from Campbell Ford of Niles, MI in the amount of \$41,207.00 for use by the Department of Public Works, with the cost to be charged to the Vehicle Capital Equipment Outlay Account.
9. Consideration of waiving the late fees totaling \$16,690.29 on the Indeck-Niles, LLC's winter tax bill, due to the conflicting due date information on the tax bills.
10. Consideration of approving the Community Development Block Grant Policies & Procedures Manual updated February 15, 2024.
11. Consideration of approving an extension of the Promissory Note with the Fraternal Order of Police Lodge 95 and authorize the Mayor to sign the agreement.
12. Consideration of approving a resolution in support of the 2027 Local Bridge Funding Grant Applications and authorize the Public Works Director to sign the application.
13. Consideration of approving the purchase of one Setina K-9 Containment Insert from Winder Police Equipment of Southgate, Michigan in the amount of \$5,235.90 for use by the Police Department in a current Ford Explorer patrol vehicle.
14. Consideration of accepting the bid from Milpro Marine, LLC of Grand Rapids, Michigan at a cost of \$47,678.00 for the purchase of three (3) replacement boats for use by the fire department, utilizing ARPA funds.
15. Consideration of approving hiring SWATMOD of St. Cloud, Minnesota to perform necessary repairs to the police department's special service vehicle windows at a cost of \$4,980.00, with the costs to be charged to the police departments budget and authorize the Public Safety Director to sign the quote.

16. Consideration of approving a resolution authorizing the submission of the FY 2025 MDOT Regular Services Program Application for capital and operating funds for DART and authorize the Mayor to sign the necessary documents.
17. Consideration of approving a resolution authorizing the Mayor and City Attorney to sign the FY 2024 FTA Certifications and Assurances and authorize the DART staff to PIN the necessary documentation in TrAMS (the electronic grant management system).
18. Consideration of adopting the Poverty Exemption Policy and Guidelines dated March, 2024.
19. Consideration of confirming the appointment of Ann Young to the position of Community Development Director.

**APPOINTMENTS:**

**CITY ATTORNEY'S REPORT:**

20. Consideration of approving the first reading of the City of Niles, Michigan Workforce Housing PILOT Ordinance.

**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**