

# **CITY OF NILES**

## **CITY COUNCIL MEETING AGENDA**

### **July 22, 2024**

**The meeting will be held in person at 1345 E. Main Street,  
Niles, Michigan and viewed  
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:**

- To receive public input on the CDBG PY24 Annual Action Plan which can be viewed at <https://www.nilesmi.org/PY24%20Posting.pdf>

**CITIZEN PARTICIPATION: (PUBLIC COMMENTS)**

**PRESENTATIONS:**

**CONSENT AGENDA:**

1. Consideration of approving the minutes of July 8, 2024.
2. Consideration of approving the list of bills dated July 17, 2024.
3. Consideration of scheduling a public hearing on August 12, 2024 to garner public input on the proposed City of Niles fiscal year 2025 budget.
4. Consideration of scheduling a public hearing on August 12, 2024 to garner public input on the 2<sup>nd</sup> Substantial Amendment to the CDBG PY23 Annual Action Plan.

**CITY ADMINISTRATOR'S REPORT:**

5. Consideration of approving the requests of Riverfront Optimist Club of Niles to conduct the annual Riverfest on August 1<sup>st</sup> thru 4<sup>th</sup>, as presented with staff recommendations, including request for reimbursement of late fees.
6. Consideration of approving a contract with Mead and Hunt, Inc. of Lansing, Michigan to provide professional services for Phase 1 of the Runway 33 Approach Clearing Project at a total cost of \$59,185.31, with 95% of the cost to be paid by Federal and State funds and 5%, or \$2,959.26, to be paid from local airport funds, and authorize the Mayor to sign the contract.
7. Consideration of approving a pay increase for DART drivers and dispatchers to \$19.00 per hour, with such expense covered by DART's budget.
8. Consideration of authorizing the Utilities Department to enter into a contract with Michigan Department of Transportation of Kalamazoo, Michigan for the relocation of overhead power lines at M-51 and Fort Street and authorize the Mayor to sign the contract.
9. Consideration of approving the renewal of the surcharge placed on customers' electric bills in accordance with Michigan's Low-income Energy Assistance Program.
10. Consideration of authorizing the Electric Division to engage Commonwealth Associates, Inc. of Jackson, Michigan to perform an arc flash hazard study, analysis, and calculations at a cost of \$8,802.00 to ensure compliance with government mandates and regulations, charge the expense to the Electric Division Capital Improvement budget, and authorize the Utilities Manager to sign the contract.
11. Consideration of approving the Phase 1 Environmental Site Assessment proposal of TRC of Grand Rapids, Michigan at a cost of \$14,650.00, charge the expense to the Electric Division, and authorize the Mayor to sign the proposal.
12. Consideration of approving the request of Laura Hollister/Apothica Teas to refinance the initial loan from the Revolving Loan Fund with an increase of an additional \$18,000.00.
13. Consideration of accepting the bid from Tyler Home Improvement of Portage, Michigan in the amount of \$87,250.00 for the repair of 7 residential properties through the CDBG Home Repair Program with \$50,000.00 being paid from CDBG Funds and the remaining \$37,250.00 paid from area foundations, and authorize the Mayor to sign the contract.

**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:**

- **POLC Union Negotiations**

**ADJOURNMENT**