

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
May 1, 2017

Mayor Roth called the meeting to order with the Pledge of Allegiance at 7:00 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

ROLL CALL

Present: Mayor Ken Roth, Mayor Pro Tem James Allen, Councilmembers Nancy Darga, Sam Ekong, and Marilyn Price

Absent: None

Also Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Director of Public Works James Gallogly, Housing Director Sherry Necelis, and 16 citizens

Mayor Roth read a statement informing those present that the City Council meeting was being recorded for rebroadcast on the City's website. By remaining at the meeting, consent is inferred by those present to have their voice and image recorded and posted on the City's website.

PRESENTATIONS

A. Citizens Comments

Chris Maloney (no address provided), inquired as to the process and policy to have a tribute monument for Martin Luther King erected on public property, and funded by tax dollars. City Council noted that the budget does not include funding for monuments. It was also noted that the Arts Commission drafted a policy for recommended locations to place art/sculptures purchased with private funds or donated to the City. Mr. Maloney was asked to provide the City with his contact information, along with more detailed information on the proposed monument and vision, for City Council to review and consider.

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion Ekong, seconded by Darga to approve the agenda and consent agenda as presented.

Approve City Council Minutes of:

- Regular Meeting of April 3, 2017
- Special Meeting of April 6, 2017
- Special Meeting of April 13, 2017
- Regular Meeting of April 17, 2017

Receive Bills List:

- Accounts Payable Week of April 26, 2017

Receive Board and Commission Minutes: None

Receive Departmental Reports: None

Board and Commission Appointments: None

Special Event Request / Memorial Day Parade / May 29, 2017

Request to Solicit / VFW Post 4012 / Poppy Days / May 11-14, 2017

Special Event Request / Friday Night Concerts
Street Closure Request / Bealtown Block Party / June 24, 2017
Special Event Request / Cemetery Walk / October 8, 2017
Amendments to the FY 2016-17 Budget through 3/31/17 and Quarterly Investment Report
Special Event Request / NCBA Block Party / May 27, 2017

Motion carried unanimously.

RESOLUTIONS AND ORDINANCES

A. Ordinance Amendment / First Reading

Chapter 74 Streets, Sidewalks and Other Public Places, Article III Sidewalks

In 2016, City Council directed Staff to research and draft an amendment to the Sidewalk Ordinance that would require sidewalk accessibility during construction. The proposed ordinance amendment would amend Chapter 74, Streets, Sidewalks and Other Public Places, Article III Sidewalks, as follows:

- Require sidewalks within the City right-of-way to be kept clean and clear for the free passage of pedestrians.
- Require the Building Official to determine a safe alternative for pedestrians when notification of proposed construction abutting or within the public right-of-way that may affect safe passage or access to the sidewalk.
- Alternatives may include that the sidewalk be closed, remain accessible, or establishing an alternative path.
- When making the determination, the Building Official will consider the nature and duration of the construction, size of the construction area, amount of sidewalk affected, anticipated pedestrian traffic, and potential conflict with vehicular traffic.
- No sidewalk would be closed without a determination by the Building Official and a right-of-way permit being obtained.
- Sidewalks shall be closed no longer than necessary, as determined by the Building Official; the closure period shall not exceed 90 days.
- Closed sidewalks require proper signage, barricades, date the sidewalk will be passable, and display a right-of-way permit.
- Right-of-way permits would be issued by the Department of Public Works.

The City Attorney has reviewed the proposed ordinance amendment.

City Council Comments and Discussion: City Council requested the proposed ordinance include a definition or language to clarify “accessibility.”

Motion Darga, seconded by Allen to introduce for first reading the proposed amendments to Chapter 74 Streets, Sidewalks and Other Public Places, Article III Sidewalks in the Code of Ordinances as amended, with second reading and possible adoption scheduled for May 15, 2017. **Motion carried unanimously.**

UNFINISHED BUSINESS

A. Grace and Carpenter Alley

At the April 3, 2017 City Council Meeting, Council discussed the unauthorized paving of the alley between Grace and Carpenter Street. Several residents who abut the alley were present. Options discussed included removal of the pavement, or the issuance of a special assessment to pay for the cost of

a storm sewer extension to properly drain the newly paved area. The residents indicated that they would discuss their options and advise the City of their preferred option by May 1.

On April 27, 2017, the City received a letter from Chet Czaplicka, 619 Carpenter Street, indicating that he favors a Special Assessment to resolve the issues. The City provided a Special Assessment Petition to the property owners and requested that they sign it on or before May 1 if the special assessment is their preferred option.

Should special assessment be chosen by the residents and Council as the preferred alternative, the City would follow the process outlined in Section 70 of the Northville Code of Ordinances.

Joe Hoffman, 625 Carpenter, recapped the homeowners' discussion on the cost of the storm sewer needed in order for the alley pavement to remain. The neighborhood proposed a plan that would include a new storm collection basin at the end of the new pavement, a new main line to be installed down the center of the alley connection to the existing storm collection basin, a branch line to be installed from the new storm collection basin north to a point between 619 and 625 Carpenter, and those property owners would install a drain line into this point to connect their sump pumps and gutters.

To address the failed drain installed by the City a few years ago to drain sump pumps to the old Baseline storm sewer, it was proposed that a new line be connected to the branch line to provide a new route for the sump drains. The remaining unpaved portion of the alley would be graded down and covered with gravel spread to improve the surface. The neighborhood questioned what contribution the City would be willing to make to the project, including replacement of the failed drain line running north to Baseline. The neighborhood understands the project would be turned over to the City. The project proposed above is a "wish list."

Hoffman voiced appreciation to City Council and City Administration for their patience as the neighborhood worked to find a resolution.

Greg Swanson, 542 Carpenter, stated that he does not live on the street affected by the alley. He questioned how the two paved ends of the alley would be maintained. Swanson does not support using taxpayer funds to pay for the maintenance of asphalt in the alley.

Randall Kupfer, 551 Carpenter, requested the neighborhood be kept apprised of the project after the engineering is complete. He agreed to provide the City with an email list of interested persons.

Lewis Tillman, 429 Lake, questioned if this was a city-wide special assessment district. It was noted that the special assessment district is the three homes abutting the new pavement.

Luci Klinkhamer, 430 Lake, questioned if the contractor was fined or if a violation was issued (no) and why ordinances are not enforced and violations issued.

City Council Comments and Discussion: It was noted that the petition is the instrument needed to move forward with the special assessment process. Once the petition is received, the City will do a report and provide costs. As the alley has shifted to private property, it was suggested that the City obtain an easement for ingress and egress from Mr. Czaplicka (619 Carpenter). The easement would allow the large walnut tree to remain. The easement would be conditioned on the tree being alive. If the tree dies, the easement would expire. The drain will be on public property, yet part of the pavement is on private property. The City Engineer will assess the project and property and report to City Council what is involved, including cost and physical construction. City Council also noted that the plan presented by Mr. Hoffman was independent of any City engineering. The proposal to be submitted to City Council will be created by the DPW Director and City Engineer.

NEW BUSINESS

**A. Contract Award
Lawn Maintenance, Mowing, and Weed Control Program**

On April 12, 2017, the City of Northville received bids for the mowing of City-owned properties and selected rights-of-way. The City's advertisement for bids listed 24 areas for routine mowing from as small as Ely Court (0.10 Acre) to as large as the Novi Road Flood Plain Area (18 Acres). In addition, the bid package listed 14 areas where weed control is to be applied.

Three bids were received by the City. The bids are for both 2017 and 2018 and allows the contract to be extended an additional two years if mutually agreeable between the City and the Contractor.

<u>Contractor</u>	<u>Two-Year Bid</u>
XPERT Lawn and Snow	\$ 82,010.00
Perfect Touch Lawn Care	\$ 91,358.40
Maverick Property Maintenance	\$130,689.00

The bids have been reviewed, checked and tabulated. The low bidder submitted references which have been checked. City staff has met with this contractor, went over the lawn mowing program, and presented the project expectations. Staff believes that XPERT Lawn Services understands the project expectations and can perform the services required under this contract.

The City Attorney reviewed and approved the contract prepared for this work and Michigan Municipal Risk Management Authority (MMRMA) has set the insurance limits required from the Contractor. For the past two years, the mowing contract averaged approximately \$33,000 annually. If approved by City Council, the contract will average \$41,000 annually. Awarding this contract will provide a small increase in cost to several different Department of Public Works funds. This cost increase will be covered with approved budget amendments.

City Council Comments and Discussion: In response to a question from City Council, it was explained that the bids are higher than previous years because additional mowing cuts were included in this contract. Council also requested that the cuts be reduced in the Novi Road right-of-way as this is a floodplain with lower visibility. Leaving the grass longer will absorb water, and make the area look more natural. The mowing portion of the contract is paid per unit/cut. If the grass is not cut, the City does not pay. It was also requested that the DPW Director work with the Rouge River group should they want to increase the “no mow” zone near the Rouge River.

Motion Darga, seconded by Ekong to approve and award a two year Lawn Maintenance, Mowing, and Weed Control Program agreement in the amount of \$82,010 to XPERT Lawn and Snow of Ferndale, Michigan, and authorize the Public Works Director to sign this contract. **Motion carried unanimously.**

**B. Contract Extension
Solid Waste Collection Services**

In 2007, the City of Northville entered into a five-year contract with Waste Management for residential and commercial solid waste collection services. Waste Management, one of four companies that bid on the City's program, was awarded Northville's contract because they were 12% lower than the next qualified bidder, they were 5% lower than the contract they were replacing, and they were a highly qualified solid waste contractor. In 2012 the City negotiated a five-year contract extension with Waste

Management which is set to expire on May 31, 2017. Because Waste Management has been a quality company, City staff proposed that City Council consider extending this contract.

Over the past month the City and Waste Management have been able to achieve a reduced price for the City without compromising the service received or the ability of the Contractor to provide this service. In doing so, the City has been able to obtain a proposal from Waste Management which gives the City a reduction in cost for its residential and commercial collection programs in 2017.

A summary of proposed services and rates negotiated are shown as follows:

- A five (5) year contract extension (contract will expire on May 31, 2022).
- Reduced Residential rate by 1.95% in the first year.
- Reduce Commercial services by 2% in the first year.
- No increase in the Brush Chipping rate in the first year.
- No increase in the Roll Off rates in the first year.
- Increase Yard Waste Collection service by two weeks in December of each year.
- Continue with the existing 2012 Fuel Base Rate of \$3.30 with a fuel surcharge of \$0.10 per unit for each \$0.20 increase over the base, but with no credits to the City if the gas is less than the base.
- Annual Price increase of 2% per year for years two, three, four, and five.

The City's proposed solid waste program for the extended contract was summarized as follows:

- Trash and Recycling will continue to be collected on Monday and Tuesday, 52 weeks per year (no change).
- Compost shall be collected on Monday and Tuesday, 37 weeks per year, April 1st to December 15th (an increase of two weeks).
- Reduced cost of Residential Collection Program by 1.95% in the first year.
- Reduced cost of Commercial Collection Program by 2% in the first year.
- Hold the current price of \$125 per hour for brush chipping. (no change)
- Provide for annual rate increase of 2% (current contract had a 2.5% annual increase).
- Continue Fuel surcharge base price in current contract, which is \$3.30 and not a new lower number.
- Five-year contract extension ending May 31, 2022

The Solid Waste Fund is an enterprise fund for the City. It is financed through user fees and charges and it is operated in a manner similar to a private business. Acceptance of this proposal from Waste Management reduces the City's solid waste program costs for 2017. The following four years would see a rate increase, but at a slower rate than it has gone up in the past four years

City Council Comments and Discussion: Staff further explained that the negotiated five-year contract, in lieu of competitive bids, follows the purchasing ordinance as the bid process would be waived with unanimous Council approval. The representative from Waste Management explained base fuel charges, and how Waste Management handles recycling.

Motion Price, seconded by Allen to accept and approve a five-year contract amendment in the estimated amount of \$2,269,392.30 with Waste Management of Michigan, and authorized the Public Works Director to sign this contract amendment on behalf of the City of Northville. **Motion carried unanimously.**

C. Allen Terrace Packaged Terminal Air Conditioning (PTAC) Units

The City uses funds from the Community Development Block Grant (CDBG) program to make certain improvements at Allen Terrace. The Northville Housing Commission has approved the replacement of

all the heating and cooling units (Packaged Terminal Air Conditioning – PTAC) in the apartments over a period of years. Last year, 10 units at a cost of \$14,200 (including freight) were purchased using money in the Allen Terrace maintenance budget. Recently, Wayne County authorized the purchase of 10 new PTAC units with CDBG funds.

The 2015-16 CDBG allocation available is \$19,103. The City may also apply to use 2016-17 funds for this ongoing purchase. The Housing Commission already approved the allocation earlier this year. The invoices were submitted to CDBG for payment, pending City Council approval.

City Council Comments and Discussion: Following discussion, it was clarified that the Housing Commission would be purchasing 14 units at \$19,103, not ten. In response to a question from Council, it was explained that if the City does not receive the 2016/2017 CDBG funding, the units would be purchased using capital improvement funds.

Motion Darga, seconded by Ekong to approve the purchase of 14 new PTAC units for Allen Terrace at the cost of \$19,103 and authorize the Housing Director to apply for 2016-17 funds for future purchase of the units. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications None

B. Staff Communications None

Being no further business, the meeting was adjourned.

Adjournment: 7:52 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

Ken Roth
Mayor

Approved as submitted: 5/15/17