

**REGULAR MEETING  
MINUTES**

**JULY 18, 2016**

**THE REGULAR MEETING OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 6:00 P.M., ON MONDAY, JULY 18, 2016, BY MAYOR RIX.**

**PLEDGE OF ALLEGIANCE**

Council Members and the audience present stood for the Pledge of Allegiance and the Invocation.

**ROLL CALL**

Present: Allen, Greene, Misteravich, Rix, Warn, Yaroch

Absent: LaFore

Others: City Manager Moore, City Clerk Stagl

Visitors: Paul Fejedelem, DPS Director Goetzinger, Cable Coordinator Roberts, Barb Templeton from the Voice

Motion by **Greene**, seconded by **Warn**, to excuse Councilor LaFore from tonight's meeting, due to being out of town.

All yeas

**Motion passes**

**APPROVAL OF MINUTES**

Motion by **Warn**, seconded by **Yaroch**, to approve the minutes of the July 6, 2016, regular meeting, as presented.

All yeas

**Motion passes**

**AUDIENCE PARTICIPATION**

None.

## **ADOPTION OF AGENDA**

Motion by **Yaroch**, seconded by **Greene**, to adopt the agenda as presented

All yeas

**Motion passes**

## **CONSENT AGENDA**

- a) Receive and File DPW Activity Report for June 2016
- b) Receive and File City Clerk's Activity Report for June 2016
- c) Receive and File City Planner's Activity Report for June 2016
- d) Receive and File Treasury and Money Market Report for June 2016
- e) Receive and File Investment CD Report for June 2016
- f) Receive and File Code Enforcement Activity Report for June 2016
- g) Receive and File Parks and Recreation Activity Report for June 2016
- h) Receive and File Library Activity Report for June 2016
- i) Receive and File Cable Television Activity Report for June 2016
- j) Receive and File Water Well Report for June 2016
- k) Receive and File Police Department Statistics for June 2016
- l) Receive and File Offense Count Report for June 2016
- m) Receive and File Arrest Code County Report for June 2016
- n) Receive and File Traffic Accident Report for June 2016
- o) Receive and File June 14, 2016, Cable Commission Meeting Minutes
- p) Receive and File Revenue and Expense Report for June 2016
- q) Approval of July 14, 2016, Schedule of Bills in the amount of \$ 441,778.38

Motion by **Misteravich**, seconded by **Allen**, to adopt the consent agenda as presented.

All yeas

**Motion passes**

## **PUBLIC HEARING**

None scheduled.

## **ITEMS FOR CONSIDERATION**

### **1. Consideration of Introduction and First Reading of Ordinance No. 138-2/Pet Cemetery**

Motion by **Greene**, seconded by **Allen**, to introduce and approve the first reading of Ordinance No. 138-2, the Richmond Pet Cemetery Ordinance and set the second reading for August 15, 2016.

**Discussion on motion:**

Mayor Rix stated that the proposed area for the pet cemetery was not conducive to burying human remains. The proposed pet cemetery would also be an additional revenue source for the City.

Yaroch thanked Paul Fejedelem and the DPS Director for bringing this matter before Council. Also indicated that there was a reasonable separation between the human and pet remains.

**Vote on motion:**

All yeas

**Motion passes**

**2. Consideration of Bid Awards/Pavement Maintenance**

Motion by **Yaroch**, seconded by **Misteravich**, to award the asphalt repair contract 2016-SR-1 in the amount of \$42,102.00 to James P. Contracting with the expense charged to the appropriate line item and fund.

All yeas

**Motion passes**

Motion by **Yaroch**, seconded by **Allen**, to award the overband crack filling contract 2016-SR-2 in the amount of \$50,000 to Scodeller Construction with the expenses charged to the appropriate line item and fund.

All yeas

**Motion passes**

Motion by **Allen**, seconded by **Warn**, to award the pavement marking contract 2016-PM-1 in the amount of \$2,198.80 to Zebra Striping with the expenses charged to the appropriate line item and fund.

All yeas

**Motion passes**

**3. Consideration of Bid Award/DPW Truck**

Motion by **Greene**, seconded by **Misteravich**, to authorize the purchase of a 2016 GMC Sierra 1500, ½ ton pickup from Red Holman GMC, with the expense of \$21,596.05 charged to line item 404-442981.000, Vehicle Purchases; Public Works: DPW Vehicle & Equipment Replacement Fund.

All yeas

**Motion passes**

#### 4. Consideration of Cable Franchise Agreement and Channel Six (6) quote

City Manager Moore informed Council the proposed Comcast Franchise Agreement and Letter of Understanding/Quote renewed the Comcast Franchise Agreement and approved the work to install a Channel 6 Head-End. Administration has been working with Shannon Dulin, Government & Regulatory Affairs Manager for Comcast Cable. Shannon Dulin sent the City a Franchise agreement that conformed to the new state law and maintains the 5% franchise fee to the City. Recently Shannon provided the City with a proposal to install equipment to develop our own cable access channel. One of the conditions of getting the channel is to adopt the new franchise agreement format. If the franchise is approved by the Cable Commission and City Council, administration will sign it and send it to the Michigan Public Services Commission.

On July 11<sup>th</sup>, the City received quotes from Comcast for the head-in installation for Richmond's Channel 6. The total cost for the project will be \$15,544.42.

Having our own Channel 6 Head-End will allow the City of Richmond to broadcast the City's Richmond TV programs to Comcast subscribers within the City Limits on Channel 6.

Motion by **Greene**, seconded by **Allen**, to approve the Uniform Video Service Local Franchise Agreement and authorize the City Manager sign the agreement.

#### **Discussion on motion:**

Greene expressed her excitement about this project. This is something that the City has been working on for several years. It will be great that the City will have its own TV station.

#### **Vote on motion:**

All yeas

**Motion passes**

Motion by **Greene**, seconded by **Warn**, to approve the expense of \$15,544.42 for the City of Richmond Public Education and Government (PEG) Comcast Channel installation and authorize the City Manager to sign the Letter of Understanding.

All yeas

**Motion passes**

## 5. Consideration of Board Appointments

Motion by **Yaroch**, seconded by **Warn**, to confirm the Mayor's reappointment of Mike Kaminski, to the Planning Commission for a 3-year term with an expiration date of June 30, 2019.

All yeas

**Motion passes**

Motion by **Allen**, seconded by **Misteravich**, to reappoint Bill Ruff to the Cable TV Committee for a 3-year term with an expiration date of June 30, 2019.

All yeas

**Motion passes**

## 6. Consideration of Good Old Days Resolutions

Motion by **Yaroch**, seconded by **Warn**, to adopt Resolution No. 2016-5, which directs the City Clerk to submit an application, on behalf of the Good Old Days Festival Committee, to MDOT, for permission to close M-19, to conduct the Grand Parade and Children's Parade in conjunction with the 53<sup>rd</sup> annual Good Old Days Festival.

All yeas

**Motion passes**

Motion by **Allen**, seconded by **Misteravich**, to adopt Resolution No. 2016-6, which directs the City Clerk to submit an application, on behalf of the Good Old Days Festival Committee, to MDOT, for permission to close M-19 to conduct the Outhouse Race on Friday, September 9, 2016, in conjunction with the 53<sup>rd</sup> annual Good Old Days Festival.

All yeas

**Motion passes**

Motion by **Yaroch**, seconded by **Warn**, to adopt Resolution No. 2016-7, which approved the request to conduct the Fireworks Display on Saturday, September 10, 2016 in conjunction with the 53<sup>rd</sup> annual Good Old Days Festival.

All yeas

**Motion passes**

Motion by **Greene**, seconded by **Misteravich**, to adopt Resolution No. 2016-8, which approves the request from the Good Old Days Festival Committee to hang the banners, close certain streets and the City parking lots in conjunction with the 53<sup>rd</sup> annual Good Old Days Festival.

All yeas

**Motion passes**

## **MISCELLANEOUS MATTERS FROM THE CITY MANAGER**

- The contractor will be paving the tennis courts tomorrow
- The last house will be taken down this week.
- Tomorrow begins the bi-weekly recycling pick-up. There was no additional cost to the City or residents for the larger recycling bins.

## **COUNCIL COMMENTS**

Yaroch – Reminded everyone to vote in the August 2<sup>nd</sup> Primary Election

Allen – Commented on how nice the bump-outs look.

Greene – Like the bump-outs

- Reminder to vote on August 2<sup>nd</sup>.

Rix – Commented on the negative comments he received regarding the bump-outs. The City has wanted the bump-outs for several years to calm traffic and make it safer for pedestrians. He stated that the bump-outs enhanced the streetscape and platoons traffic.

## **CLOSED SESSION**

### **1. Teamster Negotiations**

Motion by **Yaroch**, seconded by **Misteravich**, to convene into closed session in accordance with Section 8(c) of the Michigan Open Meetings Act, Public Act 267 of 1976, as amended, for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party request a closed hearing.

### **A roll call vote was taken:**

All yeas (Greene, Misteravich, Rix, Warn,  
Yaroch, Allen)  
Absent (LaFore)

**Motion passes**

## 2. City Manager Evaluation

Motion by **Yaroch**, seconded by **Allen**, to convene into closed session in accordance with Section 8(a) of the Michigan Open Meetings Act, Public Act 167 of 1976, as amended, for the purpose of consideration a periodic personnel evaluation of the City Manager as request by the City Manager.

### A roll call vote was taken:

All yeas (Misteravich, Rix, Warn, Yaroch,  
Allen, Greene)  
Absent (LaFore)

**Motion passes**

Council recess at 6:51 to go into closed session:

### OTHER BUSINESS

Motion by **Yaroch**, seconded by **Misteravich**, to reconvene into open session at 7:43 p.m.

All yeas

**Motion passes**

Motion by **Greene**, seconded by **Allen**, to approve the tentative agreement with the Teamsters Local 214.

All yeas

**Motion passes**

Motion by **Misteravich**, seconded by **Greene**, to approve the City Manager Evaluation results where the City Council came to a consensus that the City Manager received a score of 3.52 out of 4.00, which is rated as effective to very effective, leaning more toward very effective; furthermore, if Council considers salary adjustments for the non-affiliated personnel this year, it would be appreciated that Council considers adjusting the City Manager's at the same rate.

All yeas

**Motion passes**

**ADJOURNMENT**

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Regular Council Meeting at 7:49 p.m.

All yeas

**Motion  
passes**

Respectfully Submitted:  
Karen M. Stagl,  
City Clerk