

APPROVED 03/05/2018
REGULAR MEETING
MINUTES

February 19, 2018

THE REGULAR MEETING OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 7:01 P.M., ON MONDAY, FEBRUARY 19, 2018, BY MAYOR RIX.

ROLL CALL

Present: Allen, Greene, LaFore, Misteravich, Reindel, Rix, Warn

Absent: None

Others: City Manager Moore, City Clerk Stagl

Visitors: City Planner Jeschke, DPS Director Goetzinger, City Treasurer Hatfield, Library Director Kammer, State Representative Jeff Yaroch, Melissa Majchrzak, Bob Majchrzak, MaryLou Burg, Darrell Starr, Eagle Scout Henry Altermatt

APPROVAL OF MINUTES

Motion by **Warn**, seconded by **Allen**, to approve the minutes of the February 5, 2018, regular meeting as presented.

All yeas

Motion passes

AUDIENCE PARTICIPATION

State Representative Jeff Yaroch, thanked Council for allowing him to hold community hours in the City to receive comments from residents. Spoke about the M19 resurfacing project, informing residents that this was a State project, and apologized to residents for the problems that occurred during this project. Also updated Council on the many issues that were ongoing and that he was working on.

ADOPTION OF AGENDA

Motion by **Warn**, seconded by **Allen**, to adopt the agenda as amended:

Change Item #2 – Introduction and First Reading of Ordinance No. 163 to Item #11

Change Item #11 – Consideration of Approving Resolution No. 2018-2 to Item #2

All yeas

Motion passes

CONSENT AGENDA

- a) Receive and File DPW Activity Report for January 2018
- b) Receive and File City Clerk’s Activity Report for January 2018
- c) Receive and File City Planner’s Activity Report for January 2018
- d) Receive and File Treasury and Money Market Report for January 2018
- e) Receive and File Investment CD Report for January 2018
- f) Receive and File Code Enforcement Activity Report for January 2018
- g) Receive and File Recreation Department Activity Report for January 2018
- h) Receive and File Library Activity Report for January 2018
- i) Receive and File Water Well Report for January 2018
- j) Receive and File Cable Television Department Activity Report for January 2018
- k) Receive and File Police Department Statistics for January 2018
- l) Receive and File Offense Count Report for January 2018
- m) Receive and File Arrest Code Count Report for January 2018
- n) Receive and File Traffic Accident Report for January 2018
- o) Receive and File Call Flow Report for January 2018
- p) Receive and File Burn Permit Report for January 2018
- q) Receive and File January 9, 2018, Cable Commission Meeting Minutes
- r) Receive and File January 24, 2018, TIFA Meeting Minutes
- s) Receive and File 2018-19 Cable Commission Goals and Objectives
- t) Receive and File Revenue and Expense Report for January 2018
- u) Approval of Schedule of Bills through February 15, 2018, in the amount of \$180,529.38

Motion by **LaFore**, seconded by **Misteravich**, to adopt the Consent Agenda as presented.

All yeas

Motion passes

PUBLIC HEARING

None.

ITEMS FOR CONSIDERATION

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1. Consideration of the Second Reading and Adoption of Ordinance No. 156-22/Tobacconist or Cigar/Cigarette Shop uses in the B-2 District

Motion by **Reindel**, seconded by **Misteravich**, to approve the second reading and adoption of Ordinance No. 156-22 which will amend the land use table of the zoning ordinance to allow “tobacconist or cigar/cigarette shops” within the Downtown B-2 Zoning, subject to a Special Condition Use Approval.

All yeas

Motion passes

2. Consideration of Approving Resolution No. 2018-2/Micro Brewer License Request/Starr Craft Brewery, LLC/69209 Forest

Motion by **Greene**, seconded by **Allen**, to approve Resolution No. 2018-2, which will approve the request for a Micro Brewer License from Starr Craft Brewery, LLC, at 69209 Forest.

All yeas

Motion passes

3. Consideration of Bid Award/2017 CDBG ADA Ramp Upgrades

Motion by **LaFore**, seconded by **Misteravich**, to award the 2017 CDBG Upgrade project to Fiore Enterprises, in the amount of \$14,732.50 with the expenses charged to the appropriate line items within the HUD Fund and Major Street Fund.

All yeas

Motion passes

4. Consideration of Bid Award/2018 Water and Sewer Materials

Motion by **Allen**, seconded by **Warn**, to award the 2018 Water and Sewer System Materials contract to Michigan Pipe & Valve at the unit prices submitted for the time period March 1, 2018 to February 28, 2019 with the expenses charged to the appropriate line item in the Water and Sanitary Sewer Funds.

All yeas

Motion passes

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5. Consideration of Bid Award/2018-2020 Generator Maintenance

Motion by **Reindel**, seconded by **Warn**, to award the 2018 to 2020 Generator Maintenance Contract 2018-GEN-1 to AC/DC Electrical with the expenses charged to the appropriate line items of the General Fund, Fire Fund, Sanitary Sewer Fund and Water Fund in the FY17/18, FY18/19, FY19/20, and FY20/21 budgets with an estimated amount of \$15,450.00.

All yeas

Motion passes

6. Consideration of Bid Award/2018 Aggregate Materials Supply

Motion by **LaFore**, seconded by **Misteravich**, to award the 2018 Aggregate Materials Supply contract to T.R. Pieprzak at the unit prices of \$14.34 per ton for 23A limestone and \$6.44 per ton for MDOT Class III sand.

All yeas

Motion passes

7. Consideration of Bid Award/2018 Grounds Maintenance

Motion by **Allen**, seconded by **Warn**, to award the 2018 Grounds Maintenance Contract 2018-GM-1 to Tommy's Lawn Service with the expenses charged to the appropriate line items of the General Fund, Major Street Fund, Local Street Fund, TIFA Fund, Sanitary Sewer Fund, and Water Fund in the FY17/18 and FY18/19 budgets with an estimated amount of \$12,624.00.

All yeas

Motion passes

8. Consideration of Little Library

Eagle Scout Henry Altermatt approached the Library Director about completing an Eagle Scout Project for the Lois Wagner Memorial Library. Both the Library and Recreation Director have discussed the possibility of having a Little Free Library in one of the city parks. The Little Free Library is a small freestanding structure placed in the community that holds books for people to borrow and to leave a book.

Altermatt would be responsible for the construction of the Library and the licensing fee of the Library. With the license fee of \$40.00 per structure, a sign is sent to post on the structure, and the Library location is added to the global map, accessible online.

Altermatt will work with City Official on the design of the structure. Altermatt will provide the initial stock of books for the library. The Library will keep it stocked through donated books.

The Recreation Board approved the Little Library and placement at the Trailhead Park

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at their January 9th meeting. The Library Board gave their approval of the project at their December 11th meeting.

Motion by **Reindel**, seconded by **Allen**, to approve the placement of a Little Library at the Trailhead Park, through the efforts of Eagle Scout Henry Altermatt.

Discussion on motion:

Some question on the \$40.00 fee. Henry Altermatt explained that the \$40.00 was a one-time registration fee that he would be responsible to pay.

Motion by **Rix**, seconded by **Greene**, to amend the main motion to include: the City will be responsible to pay the \$40.00 registration fee.

Vote on amendment to the main motion:

All yeas

Motion passes

Vote on the main motion:

All yeas

Motion passes

9. Consideration of Special Event Request/Richmond Lions Club/White Cane Sale

Motion by **Allen**, seconded by **Misteravich**, to approve the request received from the Richmond Lion's Club to conduct their White Cane Sale, at the intersections of Main/Division and County Line Road/St. Clair Highway on Friday, April 27th and Saturday, April 28th 2018, from Dawn to Dusk; further, the Lion's Club agree not to be in the Main/Division intersection on Friday, April 27th from 2:30 p.m. to 3:30 p.m.; and further that the Lion's agree to sign a Liability Waiver.

All yeas

Motion passes

10. Consideration of EDC Appointment

Motion by **Greene**, seconded by **Allen**, to confirm the Mayor's appointment of Danielle Lee to the EDC to fill a vacant term with an expiration date of 7/1/2018.

All yeas

Motion passes

11. Consideration of the Introduction and First Reading of Ordinance No. 163/Golf Cart Ordinance

This ordinance will allow for the utilization of golf carts on City streets if registered through the City's Police Department. Residents would need to register their golf carts with the Richmond Police Department annually and receive a golf cart sticker. As part of the registration, the resident will need to show proof that they have insured their golf cart through their homeowner's insurance.

City Manager Moore informed Council we were still waiting for an opinion from our City Attorney on the distance someone can travel on M19 or Division with their golf cart.

Motion by **LaFore**, seconded by **Misteravich**, to introduce and give first reading to Ordinance No. 163 – Golf Carts; an ordinance to allow the use of golf carts on City Streets.

All yeas

Motion passes

12. Consideration of Establishing Budget Workshop Meeting Dates

Motion by **Reindel**, seconded by **Allen**, to schedule the following budget workshop meeting dates to review and modify the City Manager's proposed FY2018-19 City Budget, as necessary: April 16th, May 7th and May 21st, beginning at 6:00 pm.

All yeas

Motion passes

13. Consideration of Approve E-payment Services Agreement/Point & Pay

Motion by **Greene**, seconded by **Allen**, to direct administration to sign the agreement and fees with Point & Pay and authorize the city Treasurer to sign the agreement.

All yeas

Motion passes

CITY MANAGER COMMENTS

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- The trial body-camera program began in the Police Department today.

COUNCIL COMMENTS

LaFore – Congratulated the wrestlers who would be going to the State tournament

Misteravich – Thanked State Representative Yaroch for attending tonight’s meeting.

Rix – The Cheerleaders were going to the Regional tournament.

- Commented on the Policeman’s Dance – It was very well attended and a lot of fun.
- Reminder of upcoming calendar events:
 - 2/24 – Chamber of Commerce Alpaca Races at Maniaci’s
 - 2/26 – Library Board Meeting at 7:00 pm
 - 2/28 – TIFA meeting at 7:00 pm
 - 3/2, 3/3 & 3/4 - Community Theater Production
 - 3/5 – Council meeting at 7:00 pm
 - 3/5 & 3/6 – Community Theater Auditions
 - 3/10 – Richmond Area Historical Society Historic Tea

CLOSED SESSION

None.

OTHER BUSINESS

None

ADJOURNMENT

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Regular Council Meeting at 7:54 p.m.

All yeas

**Motion
passes**

Respectfully submitted:

Karen Stagl
City Clerk