

APPROVED 04/06/2020
REGULAR MEETING
MINUTES

MARCH 16, 2020

THE REGULAR MEETING OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 7:00 P.M., ON MONDAY, MARCH 16, 2020, BY MAYOR RIX.

ROLL CALL

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

Absent: None

Others: City Manager Moore

Visitors: Mike and Mary Ellen Trautman, Kathy Machowski

APPROVAL OF MINUTES

Motion by **Warn**, seconded by **Greene**, to approve the minutes of the March 2, 2020, Regular Meeting, as presented.

All yeas

Motion passes

AUDIENCE PARTICIPATION

City Manager Moore updated the City Council and the public on the City's actions related to COVID-19 or the Coronavirus Disease:

- The City continues to work with Macomb County Emergency Management Department to stay updated on the COVID-19 and best practices.
- All of the City's essential services: Police, Fire and EMS and DPW continue all operations. There is no change in essential serviced being provided to the public.

City Manager Moore updated City Council on the status of the Library, City Hall and the Community Center: The Library is currently closed to the public until April 6th. Right now the Library is offering curbside pick-up – but this could change. Returned books should be placed in the drop box; the Recreation Department will be suspending the on-site dining for 30 days.

Things are changing very rapidly and residents can check for updates on the City's website.

ADOPTION OF AGENDA

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

Add Item #1A – Consideration of Extending the Local State of Emergency due to COVID-19

All yeas

Motion passes

CONSENT AGENDA

- a) Receive and File DPW Activity Report for February 2020
- b) Receive and File City Clerk’s Activity Report for February 2020
- c) Receive and File City Planner’s Activity Report for February 2020
- d) Receive and File Treasury and Money Market Report for February 2020
- e) Receive and File Investment CD Report for February 2020
- f) Receive and File Code Enforcement Activity Report for February 2020
- g) Receive and File Cable TV Activity Report for February 2020
- h) Receive and File Library Activity Report for February 2020
- i) Receive and File Recreation Department Activity Report for February 2020
- j) Receive and File Police Department Statistics for February 2020
- k) Receive and File Offense Count Report for February 2020
- l) Receive and File Ticket Offense Report for February 2020
- m) Receive and File Traffic Accident Report for February 2020
- n) Receive and File Call Flow Report for February 2020
- o) Receive and File Burn Permit Report February 2020
- p) Receive and File March 3, 2020, Recreation Board Meeting Minutes
- q) Receive and File Revenue and Expense Report for February 2020
- r) Approval of Schedule of Bills dated March 12, 2020, in the amount of \$ 371,402.27

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

All yeas

Motion passes

PUBLIC HEARING

None.

ITEMS FOR CONSIDERATION

1A. Consideration of Extending the Local State of Emergency due to COVID-19

Motion by **Reindel**, seconded by **Warn**, to approve extending the local state of emergency that was declared by Mayor Tim Rix on March 15, 2020 for a period of 90 days.

All yeas

Motion passes

1. Consideration of Special Event Request/"Pay It Forward Banner"

Motion by **Allen**, seconded by **Greene**, to approve the request from Kathy Machowski to place the Pay it Forward Banner over Main Street the two weeks leading up to Pay it Forward Day from Tuesday, April 14th through Tuesday, April 28th.

All yeas

Motion passes

2. Consideration of Special Event Request/Pyro Joe's Fireworks Demonstration

Motion by **Reindel**, seconded by **Allen**, to approve the Pyro Joe's request to for use of the derby pit area, if available, with the Festival Field area in Beebe Park as a backup on Saturday, June 13th from 12 pm until Sunday, June 14th at 2:00 pm for a fireworks display on Saturday,; and the closure of a portion of Festival Drive on Saturday afternoon and evening.

All yeas

Motion passes

3. Consideration of Special Event Request/Richmond Bees/Historic Baseball

Motion by **Allen**, seconded by **Warn**, to approve the Richmond Bees request to use a portion of the Festival Grounds in Beebe Street Park on Sunday, March 17th and Saturday, July 11th subject to the following conditions:

- 1) That the Richmond Bees are deemed to be historical re-enactors not an organized athletic league.
- 2) That the location of the games on the Festival Grounds may change due to ongoing work being done by the Festival Committee.

All yeas

Motion passes

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4. Consideration of Bid Award/Madison Street Improvement Project

Motion by **Reindel**, seconded by **Greene**, to authorize the expense of \$359,290 to Aztec Asphalt Contracting for the reconstruction of Madison Street with expenses charged to the appropriate line item in the Local Street Fund.

Discussion on motion:

The contract for both Madison and Pierce intends to start in early May.

All yeas

Motion passes

5. Consideration of Bid Award/31 Mile Road Reconstruction Project

Motion by **LaFore**, seconded by **Greene**, to authorize the expense of \$485,831 to Teltow Contracting for the reconstruction of 31 Mile Road with expenses charged to the appropriate line items in the Local Street and Water Funds.

Discussion on motion:

City Manager stated that instead of a Public Information meeting, the City may need to send a more detailed letter to resident and businesses. The contractor hopes to start in early April.

All yeas

Motion passes

6. Consideration of Bid Award/Parking Lot Light Fixture Replacement

Motion by **Allen**, seconded by **Warn**, to authorize the expense of \$6,001 for the purchase of replacement parking lot lamps from Ray Election with expenses charged to the appropriate line items in General, Sanitary Sewer, Water and TIFA funds.

All yeas

Motion passes

Motion by **Reindel**, seconded by **Greene**, to authorize the expense of \$1,724 for the installation of replacement parking lot lamps from AC/DC Electric with expenses charged to the appropriate line items in General, Sanitary Sewer, Water, and TIFA funds.

All yeas

Motion passes

7. Consideration of Appointing a Council Liaison to the Recreation Board

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Motion by **Reindel** seconded by **Greene**, to appoint Tim Rix as City Council Ex-Officio Member on the Recreation Board with an expiration date of March 31, 2021.

All yeas

Motion passes

8. Consideration of Recreation Board Appointments

Motion by **Greene**, seconded by **Allen**, to reappoint Michelle Aiken to the Recreation Board for a 2-year term with an expiration date of March 31, 2022.

All yeas

Motion passes

Motion by **Greene**, seconded by **Allen**, to reappoint Lynore Warn to the Recreation Board for a 2-year term with an expiration date of March 31, 2022.

All yeas

Motion passes

9. Consideration of Special Event Request/Richmond Knights of Columbus/Tootsie Roll Sale

Motion by **LaFore**, seconded by **Allen**, to approve the request received from the Richmond Knights of Columbus to conduct their Tootsie Roll Sale, at the intersections of Main/Division and County Line Road/St. Clair Highway (City side) on Friday, April 3rd and Saturday, April 4th, 2020 from Dawn to Dusk; that the Knights of Columbus agree not to be in the Main/Division intersection on Friday, April 3rd from 2:30 pm to 3:30 pm; and further that the Knights of Columbus agree to sign a Liability Waiver.

All yeas

Motion passes

MISCELLANEOUS MATTERS FROM THE CITY MANAGER

None.

COUNCIL COMMENTS

Allen – Questioned if the Easter Egg Scramble would be held. City Manager Moore informed Council that he would be meeting with the Recreation Director and reviewing upcoming events. Most likely the Easter Egg Scramble will be cancelled – updates will be posted on the City’s website.

Greene – reminded everyone to check on their neighbors during these times.

Misteravich – expressed his appreciation to Administration and the Police Department

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for getting the electronic speed display.

Rix – Reminded everyone that we need to take the COVID 19 precautions seriously. Precautions put in place are to help slow down the spread of the virus.

Reminder of upcoming events:

- March 17th – Happy St. Patrick’s Day
- March 19th – EDC meeting – MAY BE CANCELLED
- March 25th – TIFA meeting – MAY BE CANCELLED
- April 4th – Easter egg Scramble – MAY BE CANCELLED
- April 6th – Council meeting at 7:00 pm
- April 12th – Easter
- April 16th – School is scheduled to resume

CLOSED SESSION

None.

OTHER BUSINESS

None.

ADJOURNMENT

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Regular Council Meeting at 7:46 p.m.

All yeas

Motion passes

Respectfully submitted:
Jon Moore
City Manager