

**APPROVED 07/02/2018**  
**REGULAR MEETING**  
**MINUTES**

**JUNE 18, 2018**

**THE REGULAR MEETING OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 7:00 P.M., ON MONDAY, JUNE 18, 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 Treasurer Hatfield, DPS Director Goetzinger, Dr. McClellan, Dr. Markie, Maurice Deprez, Nick Yelencich

**APPROVAL OF MINUTES**

Motion by **Warn**, seconded by **Greene**, to approve the minutes of the June 4, 2018, regular meeting, as presented.

All yeas

**Motion passes**

**AUDIENCE PARTICIPATION**

Maurice Deprez, 68215 Howard Street, commented on the Lane Street right-of-way. Requested that Council reconsider allowing the Moose Lodge to use the right-of-way. Mr. Deprez has a pedestrian gate on the rear of his property. Complained about the noise created by the Moose Lodge because of the horseshoe pits. Mr. Deprez has erected a fence on the rear of his property to help with reducing the noise. Mr. Deprez distributed pictures to Council showing the condition of the area behind the Moose Lodge and right-of-way.

Mayor Rix informed Mr. Deprez that Council would be discussing this matter at length at the July 16<sup>th</sup> Council workshop.

**ADOPTION OF AGENDA**

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

All yeas

**Motion passes**

**CONSENT AGENDA**

- a) Receive and File DPW Activity Report for May 2018
- b) Receive and File City Clerk's Activity Report for May 2018
- c) Receive and File City Planner's Activity Report for May 2018
- d) Receive and File Treasury and Money Market Report for May 2018
- e) Receive and File Investment CD Report for May 2018
- f) Receive and File Recreation Department Activity Report for May 2018
- g) Receive and File Library Activity Report for May 2018
- h) Receive and File Water Well Report for May 2018
- i) Receive and File Cable Television Department Activity Report for May 2018
- j) Receive and File Police Department Statistics for May 2018
- k) Receive and File Offense Count Report for May 2018
- l) Receive and File Arrest Code Count Report for May 2018
- m) Receive and File Traffic Accident Report for May 2018
- n) Receive and File Call Flow Report for May 2018
- o) Receive and File Burn Permit Report for May 2018
- p) Approval of FY2017-18 Budget Amendments
- q) Receive and File Revenue and Expense Report for May 2018
- r) Approval of Schedule of Bills dated June 14, 2018, in the amount of \$207,604.26

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

All yeas

**Motion passes**

**PUBLIC HEARING**

**1. FY2018-19 City Budget**

Motion by **Reindel**, seconded by **Warn**, to open the public hearing on the proposed FY2018-2019 budget at 7:05 p.m.

All yeas

**Motion passes**

City Manager Moore informed Council that the purpose of the Public Hearing was to receive comments on the proposed FY2018-2019 budget.

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The total City Budget for FY2018-19 is for \$10.31 million. The budget calls for a tax levy of 16.3117 mills.

The Council held three (3) budget workshops. The proposed budget and public hearing was published in the Voice. No written comments have been received.

Motion by **Reindel**, seconded by **Greene**, to close the public hearing on the proposed FY2018-2019 budget at 7:07 p.m.

**ITEMS FOR CONSIDERATION**

**1. Consideration of Adopting Resolution No. 2018-5/FY2018-19 City Budget.**

Motion by **Greene**, seconded by **Allen**, to adopt Resolution No. 2018-5 which adopts the City of Richmond FY2018-19 Budget, appropriates the necessary sums for each fund of the city, adopts the 2018-2023 Capital Outlay Program, directs the levy of taxes and fees for municipal purposes, and directs the preparation of the tax roll and collections of taxes.

**Discussion on motion:**

Councilors expressed their appreciation for Administration for presenting a fiscally sound budget. Through the Council's and Administration's efforts, the City is able to purchase a new vehicle for the Fire Department, debt free.

**Vote on motion:**

All yeas

**Motion passes**

**2. Consideration of Approving the TIFA Tax Base Sharing Agreement**

Motion by **Reindel**, seconded by **Warn**, to approve the Captured Assessed Value Sharing Agreement between the City of Richmond TIFA and the City of Richmond for Fiscal Year 2018/19 and authorize the Mayor to sign the agreement.

All yeas

**Motion passes**

**3. Consideration of the Adoption of the FY2018-19 City Fee Schedule**

Motion by **LaFore**, seconded by **Misteravich**, to approve the City of Richmond FY2018-2019 Fee Schedule as presented by the City Manager.

All yeas

**Motion passes**

**4. Consideration of Special Event Request/5K Race/Richmond Area Good Old Days**

Motion by **Allen**, seconded by **Warn**, to approve the request from the Richmond Area Good Old Days Committee to put on a 5K race during Thursday night of the Festival, subject to the following conditions:

1. The applicant shall mail letters explaining the race and the street closures to all affected residents (the City will supply mailing labels).

All yeas

**Motion passes**

**5. Consideration of the purchase of a Single Auger Washer Compactor for the Wastewater Treatment Plant**

City Manager Moore informed Council that approximately five years ago, a low-flow bar screen from Duperon was installed at the headworks of the Wastewater Treatment Plant (WWTP). A bar screen is intended to remove solids from the wastewater coming into the plant to prevent damage to downstream equipment. The material collected by the bar screen must be discarded in a dumpster to be taken to the landfill. Bar screen setups typically include an auger to move the material to a dumpster or waste container and the City's bar screen was designed for the future addition of an auger. The bar screen at the WWTP does not have an auger; material is dropped into a wheeled cart to be manually dumped down a chute into the dumpster. This operation increases exposure of the plant operators to raw wastewater. Duperon currently manufactures augers for this application, but has recently created a new model specifically designed for their low-flow bar screen. Duperon approached the City to be a test location for Version 2 of their new design. The auger is listed at over \$25,000, but Duperon is offering to provide the unit for \$12,500 to the City in exchange for allowing Duperon access to the unit for six months following installation.

Tetra Tech has reviewed the product and is confident the equipment will perform without issue for a long time and believes the price is well below market rates.

Administration is recommending waiving purchasing ordinance requirements due to an advantage or benefit not otherwise obtainable.

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Motion by **LaFore**, seconded by **Misteravich**, to waive purchasing ordinance requirements and to authorize the expense of \$12,500.00 for the purchase of a single auger washer compactor from Duperon with funds charged to 402-527-977.000, WWTP; Equipment Acquisition.

**A roll call vote was taken:**

All yeas (Greene, LaFore, Misteravich, Reindel,  
Rix, Warn, Allen)

**Motion passes**

**6. Consideration of Authorizing the Stoecker Lane Water Main Looping**

City Manager Moore informed Council that Stoecker Lane is a private street with public water and sewer. The water main on Stoecker Lane dead ends at the south end (Dr. McClellan's property). The dead end impacts water quality and as a result the City is required to complete additional MDEQ water sampling annually for chlorine byproducts. Dr. McClellan's property has City water, but no sewer. The abandonment of the Mar-Mac lift station and construction of the related sewer will allow this property access to the City's sewer system.

Recently, Dr. McClellan approached City administration about providing as easement for a potential water main extension. In exchange for an easement, Dr. McClellan requested the City construct the sewer lead from the new sewer main to his existing house lead and waive the tap fee. This work can be completed/pursued at any time, but Administration feels that it is cost effective to complete the water main construction in coordination with the Richmond West Development.

Motion by **LaFore**, seconded by **Misteravich**, to authorize the expense of \$1,500.00 for the preparation of water main easement documents and authorization to request formal quotes for the constructions of a sewer lead to 68051 Stoecker Lane with funds charged to 591-548-818.000; Contractual Services, Water System, Water Fund.

All yeas

**Motion passes**

**7. Consideration of Approving the Change Order to the Karen Street Overlay Project**

City Manager Moore informed Council that Administration was requesting approval of a balancing change order for the Karen Street Overlay Project. Council awarded the contract in the amount of \$69,887.00. Upon completion of the unit price contract the final amount due to the Contractor if \$84,399.45.

The increase is primarily due a significant overage on the Pavement Removal pay item.

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A large area of pavement was found to be significantly deteriorated following the milling operation. The Public Service Director made field change to have the pavement removed. This item and a couple other adjustments made in the field increased the project cost by \$14,512.45.

Motion by **Reindel**, seconded by **Warn**, to authorize an increase in the Karen Street Contract amount from \$69,887 to \$84,399.45 with the expenses charged to 203.462.818.000 Local Street, Capital Improvements.

All yeas

**Motion passes**

**CITY MANAGER COMMENTS**

- Should have an answer by the end of the week from MDOT as to when the contractor will be in the City to finish the work on M19.
- Will be out of the office the rest of the week.
- The Council meetings in July and August will be held at 6:00 pm

**COUNCIL COMMENTS**

Reindel – Congratulated the State Champion Trap Team. They will be travelling to the Nationals on July 12<sup>th</sup>.

LaFore – Congratulated all of the spring sports teams.

Rix – Reminder of upcoming calendar events:

6/21 – summer concert series begins with New Horizons

6/24 – Log Cabin Days

6/27 – TIFA meeting at 7:00 pm

7/2 – Council meeting at 6:00 pm

7/4 – City Hall, Library and Recreation closed for Independence Day.

**CLOSED SESSION**

None.

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**OTHER BUSINESS**

None.

**ADJOURNMENT**

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Regular Council Meeting at 7:40 p.m.

All yeas

**Motion  
passes**

Respectfully submitted:

Karen Stagl  
City Clerk