

APPROVED 11/04/2020
SPECIAL QUARTERLY ROUNDTABLE
MINUTES

SEPTEMBER 19, 2020

THE SPECIAL QUARTERLY ROUNDTABLE OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 6:00 P.M., ON MONDAY, SEPTEMBER 19, 2020, BY MAYOR RIX.

ROLL CALL

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

Absent: None

Others: City Manager Moore, City Clerk Stagl

Visitors: DPS Director Goetzinger, Jay Spencer from Blue Water Gas Storage

AUDIENCE PARTICIPATION

None

ADOPTION OF AGENDA

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

All yeas

Motion passes

ITEMS FOR CONSIDERATION

1. Discussion of Items of General Concern

1. GOALS AND OBJECTIVES

Issue 1. Industrial and Commercial Growth/Master Plans

- The TIFA Plan for 2019-2034 has been approved and has been uploaded to the City Website.
- The City Manager, City Planner and Recreation Director will be meeting to wrap up the revisions to the Recreation Master Plan. It is the intent to have a completed rough draft by the following week.
- Bruce Christy, from Columbus Township, contacted the City this week to indicate that Columbus Township would like to switch to the RVFD for their entire township. The City Manager has spoken with the Fire Department Officers

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regarding this proposal – they have indicated that it is feasible. The City Manager will be meeting the Fire Chief and Bruce Christy to discuss a feasible switch over date.

Issue 2. Traffic Congestion and accessibility on Main Street/Radar Trailer

Radar Signs

Two proposals, for permanent pole mounted solar radar signs, were presented to Council. The main difference between the two proposals was the size of the lettering for numbers.

Council discussed the pros/cons of permanent pole mounted signs and radar signs that are on a trailer which can be relocated.

It was the decision of Council that a variety of both types of signs would be beneficial and Administration should use the budget process to proceed with this issue.

Site Lines Forest/Main

The City Manager has spoken with the Police Chief and the Director of Public Services and have come to the conclusion that the no parking sign that was removed when the brick pavers and decorative lights were installed, was never put back in.

It was recommended that the City paint the curb line yellow, to see if this deters people from parking here, before installing the sign.

Site Line Gleason/Main

Council discussed installing a 'Right Turn Only from 7am-7pm, M-F' or removing parking spaces on Main Street.

Some Councilors were not in favor of removing any Main Street Parking – it discouraged people from wanting to shop in the stores on Main Street. Other Councilors did not feel we should be encouraging traffic to do down residential street to get to a stop light.

Consensus of Council was to try taking away one (1) parking space. We should also encourage the business owners to have any delivery trucks park in the rear of their building.

U-Turns on Main Street

It was the recommendation of Administration that “No U-Turns” signs be installed in the North business district between Water and Park streets and the Granary Business District from Howard to Oak Street. Council was in agreement.

Jake Brake

Jake Braking is legal and MDOT prohibits signs being installed on M19 prohibiting Jake Braking.

Recess at 6:56 p.m.

Reconvene at 7:31 p.m.

Issue 3. Streetscape Implemented.

The large Civic Group signs have had the K of C, Lions, Masonic, Moose and Rotary Signs placed on them. Administration has requested stickers from the VFW, but we have not received them yet.

Issue 4. Rails to Trails

The City continues to stay in contact with the Greenways Alliance, St. Clair County Recreation Director and Macomb County Department of Road to request that the City of Richmond’s portion of the Great Lake to Lake Trail is included in any plans and/or grant applications. According to the St. Clair County Recreation Director, St. Clair County’s current focus is on the gaps near Port Huron. They will then work toward the south end of the County.

Issue 5. Orientation and Training for Members of Boards and Commissions.

Due to Covid Administration has not attempted to arrange on-site training.

Planning Commission has done training on agendas that are light.

The EDC will receive a presentation on the Streetscape and Business District Master Plan Design and Development Guidelines at their October meeting. They will also be placed on a future TIFA agenda.

Issue 6. Code Enforcement.

The Building Clerk, Chief of Police and City Manager continue to handle code enforcement.

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New signs will be ordered for the revised Winter Parking Regulations.

Issue 7. Technology.

The computers at City Hall will be updated to deal with the change to Windows 10. Administration has two projects submitted in grant applications for CARE funding that would enhance the City's ability to work remotely as well as update a server that needs to be replaced in the next two years.

The 9-1-1 Radio Consoles in dispatch were given to the City of Richmond by Clinton Township. Motorola has let us know that they will no longer be making or supporting these consoles as they are obsolete. The current estimate to replace these consoles is \$395,000. Administration is providing these documents to Council to provide you with a heads up that it is our intention to budget for the replacement of one of these units in the FY2021/2022 budget and one in the FY2022/2023 budget.

Three years ago, the Police Department received free body cameras for our Patrol Officers by agreeing to be involved in a pilot program with Equature that allowed them to test out their system on our officers. The pilot program has ended and Equature has indicated they cannot carry us any further. We anticipate putting the annual cost (\$4,080) in the upcoming FY2021/22 budget.

2. BLUE WATER GAS STORAGE

Jay Spencer, from Blue Water Storage, informed Council Blue Water Storage is looking for a location for its network data tower in the Richmond area. The property they are proposing to place the tower is by the City's water tower.

The consensus of Council was that they did not want the tower located by the City's water tower. Council offered some alternate locations: 1) at the back of the cemetery 2) the 2 acres of property the City owns in the industrial site.

The Manager will meet with Jay Spencer to discuss the proposal further.

3. 2021/2021 LIST OF CITY COUNCIL PRIORITIES FOR THE CITY MANAGER

City Owned Properties

-68255 Main Street (Old City Hall) – This property was sold on Land Contract in August 2020.

-68420 Main Street (Eric's Filling Station Property) – We currently have two property owners that would like to split the property and purchase.

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The City Manager received a quote from Tetra Tech for \$3,700 to survey the property and create legal descriptions that would allow the City to split the parent parcel, set the two new parcels and combine them with the adjacent properties.

It was suggested and agreed upon by Council that the total cost for the entire parcel would be \$30,000 (which will include the survey cost). This amount will be split by the percentage of property the individual wants.

-Portion of CN Property – The City Manager had the City Attorney draft letter which would go to the two adjacent residential property owners requesting that they remove their fence from property the City now owns.

Council discussed that they still may be willing to split the property and sell additional property to the adjacent property owners to allow them to increase their backyards. Council agreed that the cost would be a percentage of the survey cost of \$3500 and a percentage of the parcel's purchase price of \$30,000.

Discussed the possibility of selling some of the property to the owner of the Village Café. Discussed the possibility of closing the north-end driveway by the Village Café. Discussed whether there is enough property along Forest to allow for a 2-way driveway.

The consensus of Council, at this point, is to just have the property owners on Division move their fences toward their property line and the move forward with trail development and having Detroit Edison move the poles in the parking lot. Council will deal with the issue of the parking area for the Village Café at a different time.

Development of Underutilized properties

-Old High School Property. City Manager informed Council that this issue will be brought back to Council after the Recreation Master Plan has been adopted.

Administrative Assistant

Council was in consensus with the job description for the Administrative Assistant as presented by the City Manager

4. HOWARD STREET MEMO AND RESIDENT LETTER

City Manager Moore informed Council that the proposed Howard Street Overlay Project was a temporary fix until the City could save funds for a full reconstruction of Howard Street, including curb & gutter, storm sewer installation, water main replacement and some sanitary sewer improvements.

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A proposed letter was presented to Council with the intention of sending the letter to residents on Howard Street informing them of the upcoming project.

It was the consensus of Council to move forward with the overlay project. Council also was in agreement that paragraph three (3) of the proposed letter to residents, be removed.

5. SWIP LETTER

Council was presented with information regarding a proposed Sidewalk Improvement Program (SWIP) for residents on Pound Road and Richwood Lane.

Concrete prices have greatly increased, therefore, the cost to the residents will be a lot more costly.

City Manager Moore suggested that the City may have to adjust the percentage that is paid by residents.

The City Manager will research the work involved to have a long term SWIP program - how far can payments be stretched out.

Council was in agreement that the proposed letter should not be sent to the residents.

6. VOLUNTEER OF THE YEAR

The only name submitted by Council was Keith Rengert. It was suggested that the award be given at the November 16th meeting.

CITY MANAGER COMMENTS

None.

COUNCIL COMMENTS

None.

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ADJOURNMENT

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Special Quarterly Roundtable Meeting at 9:15 p.m.

All yeas

Motion carried

Respectfully submitted:

Karen Stagl
City Clerk