

CITY OF MONROE  
REGULAR COUNCIL MEETING  
MONDAY, MAY 16, 2011

Regular meeting of the City Council of the City of Monroe, Michigan held on Monday, May 16, 2011 at 7:35 p.m. in the City Hall Council Chambers.

Present: Council Members Conner, Beneteau, Hensley, Paisley, Bica, Molenda and Mayor Clark.

Charles D. Evans, City Clerk-Treasurer gave the invocation.

Mayor Clark led the pledge of allegiance to the flag.

Presentation.

Presentation by Mark Helinski of Spalding DeDecker on the preliminary design and façade of the Macomb Street Bridge Project.

Presentation by Charlie Sanders, Scholarship Committee on the Scholarship Awards.

Scholarship awards were presented to: Lauren Wells (Airport High School), Michelle DeMarco (St. Mary Catholic Central), and Ryan Francetich (Dundee).

Presentation by Florene Mentel regarding the Open House for the National Battlefield Park on Saturday, May 21, 2011 from 10:00 a.m. – 4:00 p.m.

Public Hearings.

62 This being the date set for the purpose of reviewing and hearing public comments on the Annual Action Plan for the FY 2011-2012 of its Community Development Block Grant (CDBG) funding no comments on file in writing in the Clerk-Treasurer's Office and, the Mayor declared the hearing opened.

Dan Swallow, Director of Economic & Community Development said he just wanted to point out a few of the changes since Council had last seen the project list. He said as they were aware, every year his department presents, through a public hearing, and ultimately Council will approve a list of projects that they would like to utilize for the Community Development Block Grant funds. He explained that these funds come to the city through the Federal Housing Urban and Development Agency and that basically they are used to benefit low to moderate income individuals, and that also there are several objectives including preventing homelessness as well as improving the housing conditions for low to moderate income individuals. He further explained that this year, unfortunately, with some of the federal budget cuts the city is seeing a reduction in the overall funding level which will be reflected in the overall amount that we're anticipating receiving in this coming fiscal year. He quoted the overall amount of \$485,958 with a carryover from this current fiscal year so the total funding for projects for the next year is \$506,600. He said that a few of the changes he would like to highlight, from the first time Council saw this, as they are aware there was discussion about the Gee Drive water main project, and would it be possible to help some of the lower income individuals in that neighborhood with those assessments. He said that he went back and confirmed that is possible to utilize this funding, so listed here is \$15,000 allocated to that project. He said at the last meeting the Salvation Army made a request and that was picked up in the proposed funding at a level of \$7,500, so, he said that those are the two major changes overall. He further explained that if we're to reduce funding and bringing in a couple of new projects, the money had to come from somewhere, and the bulk of that came out of the allocation that we proposed for the FIX Program. He said that the FIX Program is where we go out and help low to moderate income individuals repair their homes, as an interest free loan or forgivable after five years if they stay in the home, so that funding is

reduced to \$150,000. He said that they also postponed the addition of funding to the Dorsch Memorial Library until the next fiscal year to try and make up for the difference the reduced funding and the two other projects that came forward.

Council Member Conner asked which city department oversees the FIX Program.

Dan Swallow, Director of Economic & Community Development said that program is handled by Matt Wallace, Planner out of the Planning Department, and explained that Mr. Wallace receives applications from individuals which he screens to make sure that they qualify for low to moderate income eligibility, and then the work is put out to bid. He said, in fact, tonight's consent agenda there are several projects that came forward for that program.

Mayor Clark said he will make a follow-up comment because while it has been reduced, there is still a majority of the funding that comes to that particular program and there are some projects that request more but that there is a cap so that one person doesn't benefit from the entire program but to make sure that there are multiple opportunities for that.

Dan Swallow, Director of Economic & Community Development said that is correct; there is a \$25,000 cap so no individual can receive more than \$25,000 in improvements and on rare occasions we could request to alter that to HUD but that is the general cap at \$25,000, so obviously, if you do the math, it's about six projects that we could do.

There being three persons present commenting and no comments on file in writing in the Clerk-Treasurer's Office, the Mayor declared the hearing closed.

92 This being the date set for the purpose of reviewing and hearing public comments on the distribution of the special assessment roll for the purpose of defraying that part of the cost which the City Council decided should be paid and borne by Special Assessment for the installation of a new public water main and sanitary sewer to service the properties located on Gee Drive and Glendale Court and there being no persons presenting commenting and no comments on file in writing in the Clerk-Treasurer's Office, the Mayor declared the hearing closed.

### Council Action.

62 It was moved by Council Member Molenda and seconded by Council Member Beneteau that the revised communication from the Director of Economic & Community Development, submitting the FY 2011-12 Community Development Block Grant Annual Action Plan as required by the Department of Housing and Urban Development (HUD), be accepted, placed on file and the recommendation be carried out.

Ayes: 7 Nays: 0

Motion carried.

A. Approval of the minutes of the Regular meeting held on Monday, April 18, 2011. It was moved by Council Member Hensley and seconded by Council Member Bica that the minutes from the meeting held on Monday, April 18, 2011 be tabled, providing Mr. Evans a review of the tape/video of the meeting to get the accurate wording and resubmit the minutes at the next meeting.

It was moved by Council Member Hensley and seconded by Council Member Bica that item A be taken from the table for discussion.

Ayes: 7 Nays: 0

Motion carried.

Thomas Ready, City Attorney said that at the meeting on May 2<sup>nd</sup> he suggested to Council mistakenly that there are three options, one would be to approve the minutes as submitted, the other would be to amend the minutes and approve them as amended and the third would be to defer that to another meeting which was the option adopted by

Council. He continued that later on Clerk Evans pointed out to him that there is a state statute that requires municipalities to approve or amend minutes at the next meeting, so he said he was mistaken and he did not have that in mind when he mentioned it to Council and he said he apologizes for that. He said since the minutes were neither approved nor amended at the last meeting the best we can do now is approve them or amend them at this meeting, and he said he sees that amended minutes have been offered.

It was moved by Council Member Hensley and seconded by Council Member Bica that the revised minutes be approved as presented.

Ayes: 7 Nays: 0

Motion carried.

Consent Agenda. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and may be approved by one motion. Any item may be removed for separate discussion by a Councilperson or citizen.)

- A. Approval of the minutes of the Regular Meeting held on Monday, May 2, 2011.
  - B. Approval of payments to vendors in the amount of \$1,129,345.45.  
Action: Bills be allowed and warrants drawn on the various accounts for their payment.
- 96 Costal Management Program Grant Application.
- 1. Communication from the Director of Economic & Community Development, submitting the 2012 Costal Management Program Grant Application that will leverage the allocation and allow the department to contract with a professional consultant for a comprehensive corridor study and plan, and recommending approval to submit the Costal Management Program Grant application and that the attached resolution be adopted, and further recommending that Council authorize the Mayor or his representative to sign all necessary documents related to the grant, if awarded.
  - 2. Supporting documents.
  - 3. Action: Accept, place on file and the resolution be adopted.
- 97 Community Development Block Grant (CDBG) FIX Program Contracts.
- 1. Communication from the Director of Economic & Community Development, reporting back on bids received for three recipients of the CDBG FIX Program, and recommending that Council approve each of the low bids and authorize staff to carry out the projects with Carter Building Services receiving the Arbor project with a project budget of \$7,943, and Global Green Service Group receiving the East Third Street and Almyra projects with respective budgets of \$23,040 and \$23,700, with each to include a twenty percent (20%) contingency.
  - 2. Supporting documents.
  - 3. Accept, place on file and the recommendation be carried out.
- 98 Grit Channel Diversion Gate Bids – Wastewater Department.
- 1. Communication from the Director of Water & Wastewater Utilities, reporting back on bids received for the Grit Channel Diversion Gate to be installed within the combined Grit Building Channel, and recommending that a purchase order in the amount of \$9,500 and a total amount of \$10,000 be encumbered to include a 5% contingency be awarded to Meldrum Mechanical Services out of Toledo, OH for the purchase of the Diversion Gate to be installed within the combined Grit Building Channel in accordance with the bid specifications.
  - 2. Supporting documents.
  - 3. Action: Accept, place on file and the recommendation be carried out.

99 Wastewater Department Collection System Annual Root Treatment Program.

1. Communication from the Director of Water & Wastewater Utilities, reporting back on bids received for its annual collection system root treatment program, and recommending that a purchase order in the amount of \$17,916.04 for tree root chemical treatment of Section 2 be issued to Duke's Root Control, Inc in accordance with the bid specifications.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

100 Water Department Water Service Connection Materials Bids.

1. Communication from the Department of Water & Wastewater Utilities, reporting back on bids received for the purchase of Water Service Connection Materials and the lowest bidders meeting all bid specifications for each respective division are as follows: "Division I-8" – Service Saddle Connections – Michigan Meter Inc., "Division II" – Corporation Stops-Ball Valve – HD Supply Waterworks, LTD, "Division III" – Compression Curb Stop-Ball Valve – East Jordan Iron Works, Inc., "Division IV" – Compression Couplings 3/4"x1" – HD Supply Waterworks, LTD., "Division V" – Compression Couplings 1" – HD Water Supply, "Division VI" – Compression Pack Joint Couplings 3/4" Iron to 1" Copper – Michigan Meter, Inc., "Division VII" – Compression Pack Joint Couplings 3/4"xs Lead to 1" Copper – East Jordan Iron Works, Inc., "Division VIII" – Curb Stop Boxes and Rods – Etna Supply, "Division IX" – 1" Copper (60' Rolls) – Etna Supply, and Division X – 1" Copper (100 Rolls) – Etna Supply, and recommending that the bidders be awarded the respective divisions and for purchase orders to be issued in the amounts shown for providing Water Service Connection Materials in accordance with the bid specifications.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

101 River Raisin Labor Day Festival.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Convention & Tourism Bureau for permission to hold the 5<sup>th</sup> annual River Raisin Labor Day BBQ Festival on September 3, 2011, and to close East Front Street between Monroe & Macomb Street, West Front Street between Cass & Monroe Street, and Washington Street between East Front and East First Street on September 3<sup>rd</sup> from 12 noon – 11 p.m., and recommending that Council approve the request for Saturday, September 3<sup>rd</sup>, contingent upon items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

102 Consider Adoption of a Commemorative Bench and Tree Policy.

1. Communication from the Director of Economic & Community Development, submitting the proposed Commemorative Bench and Tree Policy which is designed to improve the appearance and functionality of the City's parks and outdoor facilities, and recommending that Council approve the attached "City of Monroe Commemorative Bench and Tree Policy" and authorize the City staff to implement the policy.
2. Supporting documents.
3. Accept, place on file and the recommendation be carried out.

- 103 Installation of New Public Water Mains – Gee Drive and Glendale Court – Special Assessment Resolution Number 5 and Contract Award.
1. Communication from the Director of Engineering & Public Services, submitting Resolution No. 5, confirming the special assessment roll and reporting back on bids received for the installation of new public water mains on Gee Drive and Glendale Court, and recommending that the attached Resolution 5 be adopted, and that the Water Main Special Assessment District Number 129 be confirmed, and further recommending that a contract be awarded to C & D Hughes, Inc., in the amount of \$242,764, that a total of \$267,000 be encumbered to include a 10% contingency, and that the Mayor and Clerk-Treasurer be authorized to execute the contracts on behalf of the City after environmental clearance is obtained.
  2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.
- 104 Reisig Street Water Main – Change Order.
1. Communication from the Director of Engineering & Public Services, submitting a request for a change order to Group 1 of the 2010-11 Water Main Replacement program on Reisig Street and recommending that Council award a change order to the 2010-11 Water Main Replacement Program, Group 1 to Salenbien Trucking & Excavating for the replacement of water main on Reisig Street from the south end to Kentucky Court in the amount of \$103,467.15 and that a total of \$114,000 be encumbered to include a 10% project contingency, and further recommending that the Director of Engineering & Public Services be authorized to execute the change order on behalf of the City of Monroe.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 105 Monument Policy Amendments.
1. Communication from the Director of Economic & Community Development, submitting amendments to the Monument Policy, and recommending that the City of Monroe Monument Policy be amended to create specific exemptions for donated items including commemorative benches and trees.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 106 Command Officers Association – Letter of Understanding.
1. Communication from the Director Human Resources, submitting a Letter of Understanding between the Command Officers Association of Michigan (COAM) and the City of Monroe that proposes the COAM be afforded the opportunity to participate in Firefighter I & II certification training, and recommending that Council consider and approve the attached agreement with the COAM.
  2. Supporting documents.
  3. Accept, place on file and the recommendation be carried out.
- 107 Appointments.
1. Communication from the Mayor's Office, submitting a proposed resolution confirming the appointment to the Civil Service Commission, and recommending that the resolution be adopted.
  2. Supporting documents.
  3. Accept, place on file and the resolution be adopted.

It was moved by Council Member Molenda and seconded by Council Member Beneteau that amended Agenda and item 96, 97, 98, 99, 100, 102, 103, 104, 105 and 107 of the Consent Agenda be approved as presented and that item 101 and 106 be removed and considered separately.

Ayes: 7 Nays: 0

Motion carried.

101 The communication for the City Manager's Office, reporting back on a request from the Monroe County Convention & Tourism Bureau for permission to hold the 5<sup>th</sup> annual River Raisin Labor Day BBQ Festival on September 3, 2011, and to close East Front Street between Monroe & Macomb Street, West Front Street between Cass & Monroe Street, and Washington Street between East Front and East First Street on September 3<sup>rd</sup> from 12 noon – 11 p.m., and recommending that Council approve the request for Saturday, September 3<sup>rd</sup>, contingent upon items being met as outlined by the administration, and that the City Manager be granted authority to alter/amend the event due to health and/or safety reasons.

After discussion it was moved by Council Member Molenda and seconded by Council Member Hensley that item 101 be accepted, placed on file, and the recommendation be carried out.

Ayes: 7 Nays: 0

Motion carried.

106 The communication from the Director Human Resources, submitting a Letter of Understanding between the Command Officers Association of Michigan (COAM) and the City of Monroe that proposes the COAM be afforded the opportunity to participate in Firefighter I & II certification training, and recommending that Council consider and approve the attached agreement with the COAM.

After discussion it was moved by Council Member Molenda and seconded by Council Member Beneteau that item 106 be accepted, placed on file and the recommendation be carried out.

Ayes: 6 Nays: 1 (Council Member Conner)

Motion carried.

#### Council Comments.

Council Member Conner commented on tours that are offered by the Historical Museum, the Blues Series beginning this week, the monthly Orchard East Meeting and tornados in Mississippi and showing support.

Council Member Beneteau commented about the high grass and weeds.

Patrick Lewis, Director of Engineering & Public Services addressed the postponement of the weed cutting date from May 2 to May 9 and commented on the ordinance.

Council Member Hensley commented on the Orchard East group and their desire to expand.

Council Member Paisley commented on tours guided by the Junior High School Students in Utica, Michigan for Mayor's Exchange Day.

#### Mayor's Comments.

Mayor Clark thanked Loretta LaPointe, Recreation Supervisor for her efforts in getting volunteerism, he commented on the Mayor's Exchange Program, the Jazz Series, and the Open House at the River Raisin National Battlefield.

#### Citizen's Comments.

Adam Yeager, 1333 S. Custer Road commented on the contractors hired by the city and their employees.

Pat McElligott, 813 Reisig Street commented about the weather related tragedies and expressed concern about the number of vacant commercial buildings in the downtown area.

Dan Swallow, Director of Economic & Community Development said that the city is making efforts to get the vacant buildings filled.

Jerry Weakly, 40 West Front Street expressed concern about the trees that were taken down on East Front Street and city owned properties not being mowed.

Adjournment.

It was moved by Council Member Molenda and seconded by Council Member Beneteau that the meeting adjourn at 8:58 p.m. until the next Regular Meeting on Monday, June 6, 2011 at 7:30 p.m.

Ayes: 7 Nays: 0

Motion carried.

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Charles D. Evans  
City Clerk-Treasurer

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Robert E. Clark  
Mayor