

**CITY OF MONROE
REGULAR COUNCIL MEETING
MONDAY, SEPTEMBER 16, 2013**

Regular meeting of the City Council of the City of Monroe, Michigan held on Monday, September 16, 2013 at 7:30 p.m. in the City Hall Council Chambers.

Present: Council Member Hall, Molenda, Beneteau, Hensley, McKart and Mayor Clark.

Excused: Council Member Kansier.

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

Mayor Clark led the Pledge of Allegiance.

Proclamations.

210 Meadow Montessori School Peace Day – September 21, 2013.

Mayor Clark announced that the Meadow Montessori School Peace Day Proclamation will be presented at an event, at a later date.

211 United Way of Monroe County Month – October, 2013.

Mayor Clark presented the United Way of Monroe County Month Proclamation to Connie Carroll.

212 “Drive 4 Pledges Day” – September 19, 2013.

213 Halloween Trick-or-Treat Night – October 31, 2013.

Presentation.

Presentation by Dan Stefanski, River Raisin PAC Chairman and Commissioner on the City of Monroe Commission on the Environment & Water Quality regarding River Projects and DMAPL Sediment Removal.

Council Action.

208 Tabled at the September 3, 2013 meeting.

The communication from the Director of Economic & Community Development, submitting amendments to the Building Department Plan Review Fee Schedule, and recommending that Council adopt the amended Building Department Plan Review Fee Schedule. It was moved by Council Member Hall and seconded by Council Member Beneteau that item 208 be tabled until the next Regular Council Meeting.

It was moved by Council Member McKart and seconded by Council Member Beneteau that item 208 be placed on the floor for discussion.

Ayes: 6 Nays: 0

Motion carried.

Dan Swallow, Director of Economic & Community Development reviewed the Building Department Plan Review Fee Schedule and provided an update of information regarding other communities fee schedule.

Following discussion, it was moved by Council Member Hensley and seconded by Council Member Hall that Council adopt the amended Plan Review Fee Schedule as presented on the updated Agenda Item.

Ayes: 5 Nays: 1 (Council Member Beneteau)

Motion carried.

214 It was moved by Council Member Molenda and seconded by Council Member Beneteau that proposed Ordinance No.13-007, an Ordinance to amend Chapter 680, Vehicles and Traffic, Article III, Section 680-18 of the Code of the City of Monroe, be placed on its first reading and that the public hearing be set for Monday, October 7, 2013.

Ayes: 6 Nays: 0

Motion carried.

Proposed Ordinance No. 13-007, was then presented for the first time and laid over for its second reading and public hearing on Monday, October 7, 2013.

Communication.

215 Communication from the Local Officers Compensation Commission Chairman, giving a recommendation for salaries of the local elected officials of the City of Monroe.

Charles D. Evans, Clerk-Treasurer noted that the Consent Agenda is amended to add Item 229 and Item 230.

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 City Council Meeting held on September 3, 2013.

B. Approval of payments to vendors in the amount of \$403,196.98.

Action: Bills be allowed and warrants drawn on the various accounts for their payment.

216 The Home Builders & Remodelers Association Banner Request.

1. Communication from the City Manager's Office, submitting a request from the Home Builders & Remodelers Association for permission to display a banner across Monroe Street from February 7 – March 3, 2014, announcing the annual Home Builders & Remodelers Show, and recommending approval of the request.

2. Supporting documents.

3. Action: Accept, place on file and the recommendation be carried out.

217 The Homeless Network Banner Request.

1. Communication from the City Manager's Office, submitting a request from the Homeless Week Committee Network for permission to display a banner across Monroe Street from November 7 – 16, 2013 announcing Homeless Awareness Week, and recommending approval of the request.

2. Supporting documents.

3. Action: Accept, place on file and the recommendation be carried out.

218 21st Annual Holiday Season Kick-Off and Christmas Tree Lighting.

1. Communication from the City Manager's Office, reporting back on a request from the Downtown Development Authority for permission to hold the 21st annual Holiday Season Kick-Off and Christmas Tree Lighting in conjunction with the Holiday Parade on Saturday November 23, 2013 from 4:00 p.m. – 8:00 p.m., specifically for electrical access for the pavilion and all electrical needs for the entertainment and tree lighting, assistance in decorating and permission to light the tree in front of the County Courthouse, reserve parking spaces on the west side of Washington Street at East First Street for loading & unloading passengers on the free horse carriage/wagon rides around the central business district, trash pick-up prior to the event, and to close East First Street between South Monroe and South Macomb Streets to vehicular traffic, as well as Washington Street between East Second and West Front Streets due to the high volume of pedestrian traffic and reduced lighting in the area, and recommending that Council approve this request contingent upon items being met as outlined by the administration, subject to insurance requirements being met, emergency vehicle access being maintained, 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.

219 Monroe County Chamber of Commerce Annual Holiday Parade.

1. Communication from the City Manager's Office, reporting back on a request from the Monroe County Chamber of Commerce for permission to hold the annual Holiday Parade in conjunction with the DDA's Christmas Tree Lighting Ceremony on Saturday, November 23, 2013 at 4:00 p.m., specifically to close the affected streets along the parade route (the corner of Jones Avenue/Monroe Street, Monroe Street between Jones Avenue and Elm Avenue and West Front Street from Monroe Street to the Laurel-Finzel parking lot, where the parade will disband), and recommending that Council approve this request contingent upon items being met as outlined by the administration, subject to insurance requirements being met, a parade permit, emergency vehicle access being maintained, 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.

220 Monroe High School – Annual Homecoming Parade Request.

1. Communication from the City Manager's Office, reporting back on a request from Monroe High School for permission to hold their annual Homecoming Parade on October 11, 2013 at 5:00 p.m., and to close the affected streets, and additional help from the Police Department and the Department of Public Services, and recommending that Council approve this request contingent upon items being met as outlined by the administration, subject to insurance requirements being met, a parade permit, 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.

221 Monroe Street Water Main Replacement Bid.

1. Communication from the Director of Engineering & Public Services, reporting back on bids received for the Monroe Street Water Main Replacement project, and recommending that Council award a contract for the Monroe Street Water Main Replacement project to Gleason Construction Company, Inc. in the amount of \$357,361, and that a total of \$411,000 be encumbered to include a 15% project contingency, and further recommending that the Mayor and Clerk-Treasurer be authorized to sign the contracts on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

222 Sign Truck Purchase.

1. Communication from the Director of Engineering & Public Services, submitting a contract to purchase a 2014 Ford F350 to replace the sign truck, and recommending that Council authorize the purchase of one (1) 2014 Ford F350 truck with custom body in the amount of \$29,317 from Signature Ford of Owosso, and that the Director of Engineering & Public Services be authorize to prepare a purchase order for the above amount.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

223 West Front Street Curb Replacement – Change Order.

1. Communication from the Director of Engineering & Public Services, submitting a request for a change order to the West Front Street Curb Replacement project, and recommending that Council award a change order to the 2012-13 Concrete Paving Program to G.V. Cement Contracting Co. for the West Front Street Curb Replacement project in the amount of \$30,012.03, that a total of \$34,500 be encumbered to include a 15% project contingency, and that the Finance Director be authorized to make the necessary transfer from the Major Street Fund Balance, and further recommending that the Director of Engineering & Public Services be authorized to sign the change order on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

224 Day-N-Night Taxi Service.

1. Communication from the Director of Public Safety, submitting a request from Allister Jones, Owner of Day-N-Night Taxi Cab Service of Monroe, Michigan, to operate a Taxi Service within the City of Monroe, and recommending that the application be approved pending the passing of vehicle inspections and provided the necessary permits, fee's and licenses are obtained.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

225 Purchase of 6 Scott – Self Contained Breathing Apparatus (SCBA).

1. Communication from the Fire Chief, submitting a request to purchase 6 Scott SCBA's units for use in fire suppression,, chemical, biological, radiological, nuclear and explosive incidents, at a cost of \$5,628.25 each, and recommending that Council approve the purchase of 6 Scott SCBA's from Argus-Hazco for a total amount of \$33,769.50.

2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

226 City Policies and Procedures – Vehicle Fleet Safety Policy No. 21.

1. Communication from the Director of Human Resources, submitting a revised Vehicle Fleet Safety Policy, and recommending that Council approve the attached Vehicle Fleet Safety Policy, No. 21 and direct City administration to proceed with implementation.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

227 ICMA-RC Deferred Compensation Loans.

1. Communication from the Director of Human Resources, submitting amendments to the ICMA-RC Deferred Compensation Loan Guidelines Agreement, and recommending that Council approve the attached Loan Guidelines Agreement and that the Mayor be authorized to sign the Agreement on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

228 Appointments.

1. Communication from the Mayor's Office, submitting a proposed resolution for appointment's to various City Boards and Commissions, and recommending the proposed Resolution be adopted.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

229 Approval of Detroit Avenue Closure for the "*Liberation of Frenchtown*" Event at the River Raisin National Battlefield Park.

1. Communication from the Director of Economic & Community Development, submitting a request from the River Raisin National Battlefield Park under the direction of National Parks Services for permission to close Detroit Avenue for the "*Liberation of Frenchtown*" event, as an ongoing celebration of the Bicentennial of the War of 1812, and recommending Council approved the proposed closure of Detroit Avenue from 12:00 noon until 9:00 p.m. on Saturday, September 28, 2013 for the "*Liberation of Frenchtown*" event, to assist in directing the event traffic and to provide parking for the anticipated buses.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

230 Sanitary Manhole Installation on South Monroe Street – Change Order Award.

1. Communication from the Director of Engineering & Public Services, submitting a change order to the 2013 Water Main Replacement Program contract, (Location A) Sanitary Manhole Installation on South Monroe Street, and recommending that Council award a change order to the 2013 Water Main Replacement Program contract (Location A) to Salenbien Trucking & Excavating, Inc. for the installation of a 48" diameter manhole on South Monroe Street in the amount of \$18,350, that a total of \$20,000 be encumbered to include a 9% project contingency, and that the competitive bidding process

be waived for this work, and further recommending that the Director of Engineering & Public Services be authorized to sign the change order on behalf of the City of Monroe.

2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

It was moved by Council Member Hall and seconded by Council Member McKart that item 216, 217, 218, 219, 220, 221, 222, 223, 224, 225 and 228 of the amended Consent Agenda be approved as indicated and item 226, 227, 229 and 230 be removed and considered separately.

Ayes: 6 Nays: 0

Motion carried.

226 The communication from the Director of Human Resources was presented, submitting a revised Vehicle Fleet Safety Policy, and recommending that Council approve the attached Vehicle Fleet Safety Policy, No. 21 and direct City administration to proceed with implementation.

Council Member Molenda noted that some of the language in the policy could use some clarification, specifically where it pertains to the commercial driver's license and said that he's been in the habit of slowly and painfully going through and making very detailed suggestions during discussion of agenda items so rather than make those suggestions now he'd rather make a motion to postpone the item so that correction can be made and returned to Council for approval.

It was moved by Council Member Molenda and seconded by Council Member Hensley that item 226 be tabled, for further discussion with staff regarding language clarification, until the next Regular Council Meeting.

Ayes: 5 Nays: 1 (Council Member Hall)

Motion carried.

227 The communication from the Director of Human Resources was presented, submitting amendments to the ICMA-RC Deferred Compensation Loan Guidelines Agreement, and recommending that Council approve the attached Loan Guidelines Agreement and that the Mayor be authorized to sign the Agreement on behalf of the City of Monroe.

Council Member Molenda commented on the section that refers to use of the loans to purchase a primary residence. He noted that the term of the loan is set at five years and he would like to suggest that if the employee agrees to purchase a home within the City limits that the loan term is extended to ten years. He also noted that he realizes that this change would have to be discussed further and cannot be made immediately.

It was moved by Council Member Molenda and seconded by Council Member Beneteau that item 227 be accepted, placed on file and the recommendation be carried out.

Ayes: 6 Nays: 0

Motion carried.

229 The communication from the Director of Economic & Community Development was presented, submitting a request from the River Raisin National Battlefield Park under the direction of National Parks Services for permission to close Detroit Avenue for the "*Liberation of Frenchtown*" event, as an ongoing celebration of the Bicentennial of the War of 1812, and recommending Council approved the proposed closure of Detroit Avenue from 12:00 noon until 9:00 p.m. on Saturday, September 28, 2013 for the "*Liberation of Frenchtown*" event, to assist in directing the event traffic and to provide parking for the anticipated buses.

Council Member Molenda said that when items are added to the Agenda at the last minute, Council may or may not have had time to review the item and ask questions beforehand so he pulled this item for informational purposes.

Mayor Clark reiterated that the event is on Saturday, September 28, at 12 noon and that the River Raisin National Battlefield Park is hosting the event.

It was moved by Council Member McKart and seconded by Council Member Molenda that item 229 be accepted, placed on file and the recommendation be carried out.

Ayes: 6 Nays: 0

Motion carried.

230 The communication from the Director of Engineering & Public Services, submitting a change order to the 2013 Water Main Replacement Program contract, (Location A) Sanitary Manhole Installation on South Monroe Street, and recommending that Council award a change order to the 2013 Water Main Replacement Program contract (Location A) to Salenbien Trucking & Excavating, Inc. for the installation of a 48" diameter manhole on South Monroe Street in the amount of \$18,350, that a total of \$20,000 be encumbered to include a 9% project contingency, and that the competitive bidding process be waived for this work, and further recommending that the Director of Engineering & Public Services be authorized to sign the change order on behalf of the City of Monroe.

Council Member Molenda said that this is one of those late additions to the Agenda also and that Council may or may not have had time to review the item and ask questions beforehand so he pulled this item for informational purposes.

Mayor Clark asked if the cost of this project is in line with similar work.

Patrick Lewis, Director of Engineering & Public Services cited a project that is comparable to this project and said that the cost is in line with other similar projects.

It was moved by Council Member Molenda and seconded by Council Member Hensley that item 230 be accepted, placed on file and the recommendation be carried out.

Ayes: 6 Nays: 0

Motion carried.

Council Comments.

Council Member Molenda commented on the upcoming River Raisin cleanup and Telegraph Road design.

Council Member McKart thanked Dan Stefanski and Richard Micka for their presentation.

Mayor's Comments.

Mayor Clark congratulated the Day and Night Taxi Service and invited Mr. Allister Jones to stand and be recognized. He also recognized the students who were in attendance.

City Manager's Comments.

George Brown, City Manager announced that lawn and leaf bags will be available at the Engineering & Public Services Departments in City Hall beginning on October 14, 2013.

Adjournment.

It was moved by Council Member McKart and seconded by Council Member Hensley that the meeting adjourn at 8:35 p.m. until the next Regular Meeting on Monday, October 7, 2013 at 7:30 p.m.

Ayes: 6 Nays: 0

Motion carried.

Charles D. Evans
City Clerk-Treasurer

Robert E. Clark
Mayor