

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
June 16, 2014

Mayor Johnson called the meeting to order with the Pledge of Allegiance at 7:30 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

ROLL CALL

Present: Mayor Christopher Johnson, Mayor Pro Tem James Allen, Councilmembers Nancy Darga, Sam Ekong, and Ryan McKindles

Absent: None

Also Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Director of Public Works James Gallogly, Fire Chief James Allen, Fire Captain Steve Ott, Fire Captain Greg Westfall, Downtown Development Authority Executive Director Lori Ward, Northville Youth Assistance Director Sue Campbell, and 18 citizens.

PRESENTATIONS

A. Claude Ely Award

The Claude N. Ely Award is an annual award that honors the memory of the late Claude N. Ely, the last Village of Northville president and the first mayor of the City of Northville. Mayor Ely was devoted to serving the Northville community. Each year, an award is given to a citizen that exemplifies the spirit of the late Mayor through outstanding citizenship and commitment to serving the community.

The 2014 award was presented to Chuck Murdock. Mr. Murdock's citizenship and service to the community includes serving as a member of the Northville Youth Assistance Commission, volunteering as a NYA youth mentor, as well as service on several community organizations, including Friends of Northville District Library, Northville Historical Society, and Friends of Maybury Park.

B. Citizens Comments

Kevin DeGrood, owner of North Center Brewing Company, spoke again of the State process to obtain his liquor license. It is a three month process that will not begin until the Michigan Liquor Control Commission receives signed documentation from the City. DeGrood had hoped for a Fall 2014 business opening. While the City continues to resolve the shared parking matter, DeGrood again appealed to the City Council to separate the brewing company ownership from the shared parking situation with the property owner. He requested that the City move forward in having the Liquor License Review Committee meet to act on his December 2013 application. The two sides appear to be close to resolving

the parking issues and acting on his LLRC application would expedite the process for obtaining the brewery's liquor license.

George DeGrood, brewery investor, reiterated Kevin DeGrood's comments and also spoke of the company's expectation for operating a quality brewery. DeGrood spoke of the monetary hardship of having equipment in storage while waiting for the brewery to open. He noted that the LLRC application and number of parking spaces will not change regardless of any agreement with the landlord. It was requested that City Council direct the LLRC to act to begin the elements of the review process. LLRC approval could be accomplished in parallel with the parking issues.

The City Manager explained that, at this time, it does not appear that the parking matter is close to being resolved. The owner of the building, Mr. White, is not agreeable to a separate agreement with the City that would require advance notification with any change in tenants or business hours of operation. The parking issue is "building wide" and not a single business issue.

Discussion ensued pertaining to the merits of noticing and holding the LLRC meeting as the LLRC may not wish to act until the parking matter is resolved. City staff explained that the Michigan Liquor Control Commission will not accept a conditional approval. City Council must approve or disapprove the application request. However, City staff could move forward with background checks and reviews.

Unknown Resident, spoke in favor of the brewery, how it will complement the surrounding businesses, and be a great addition to the City. Residents hope the parking issues are quickly resolved.

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion Darga, seconded by Allen to adopt the agenda and consent agenda as presented.

Approve City Council Minutes of:

- Regular Meeting of May 19, 2014
- Regular Meeting of June 2, 2014

Receive Bills List: Checks #88311 to #88383, EFT #500170, Checks #88384 to #88528, EFT #500171

Receive Board and Commission Minutes:

- Beautification Commission: 5/5/14

Receive Departmental Reports:

- Youth Assistance: 6/14

Board and Commission Appointments:

- Board of Zoning Appeals: Appoint David Marold to fill a full member vacancy, with a term expiration of 7/1/17
- Arts Commission: Reappoint Jennifer Helner, Linda Liedel, Elizabeth Oliver, each to 3-year terms expiring 6/30/17
- Board of Zoning Appeals: Reappoint Patti Mullen to a 3-year term expiring 7/1/17
- Board of Zoning Appeals/ Planning Commission Member: Reappoint Jay Wendt to a 3-year term expiring 6/30/17
- Planning Commission: Reappoint Matthew Mowers and Jay Wendt, each to 3-year terms expiring 6/30/17

Interlocal Agreement / Western Wayne County Fire Department Mutual Aid Association and MABAS Division

Special Event Request / Concours d'Elegance Preview and Gala / July 26, 2014

Special Event Request / Country Garden Club of Northville / Garden Walk / July 9, 2014

Street Closure Request / Linden Street Block Party / July 4, 2014

Street Closure Request / Reed Street Block Party / July 13, 2014

Budget Amendments for FY 2013-14 through May 31, 2014 and Investment Report
Resolution to Commit Fund Balance / Housing Commission Capital Outlay Fund

Motion carried unanimously.

NEW BUSINESS

A. Purchase of Self-Contained Breathing Apparatus (SCBA) Gear

Self-Contained Breathing Apparatus (SCBA) are worn by Fire Department personnel when operating in environments which pose an immediate danger to life or health due to respiratory risks from smoke, fire, hazardous materials or other atmospheric contaminants. Pursuant to the City's long term capital equipment replacement plan, the SCBA units at Station 1 (Northville) are due to be replaced this year. The current units were acquired in 1998 with a planned useful life of sixteen years.

In 2011, in connection with the purchase of equipment for the start-up of Station 2 (Plymouth), the Department evaluated SCBA offered by various manufacturers, and chose the Scott Air-Pak 75. This decision was made with the expectation that the SCBA units at Station 1 would be replaced with the same equipment this year, to enhance interoperability of the equipment at both stations.

There are two authorized Scott dealers in the State of Michigan. Proposals were solicited from each of these dealers, as well as a dealer in the State of Ohio. Sealed bids were not sought due to the desire to obtain substantially similar equipment for use at both stations, and the limited number of sources for this equipment.

The units proposed for purchase operate at higher pressures and provide for more time between needing to change air cylinders (approximately 45 minutes, as opposed to 30 minutes) than the current equipment in use at Station 1. The units proposed for purchase also include features not found on the current equipment, including quick connections that allow for hooking a Firefighter's SCBA to spare tanks, or another Firefighter's tank, in emergency situations, and a "head's up" display visible through the facepiece to determine the status of air left in the tank. These features are compliant with current industry standards.

Because the SCBA units proposed for purchase are consistent with the equipment in use at Station 2, it will be easier to operate together at the same scene. Using the same equipment also eliminates the need at this time to purchase a new compressor/fill station for Station 1 to handle the higher pressures, as this equipment is already in place at Station 2.

The proposals received include the following equipment: 22 Scott Air-Pak 75 SCBA with harness, regulator, AV-3000 HT facepiece, Epic 3 communications bracket and 4500 psi 45-minute carbon cylinder; 28 spare cylinders; and 12 spare facepieces.

Proposals were received from:

- Argus-Hazco \$138,388
- West Shore Fire \$145,362
- Warren Fire Equipment, Inc. \$166,820

The capital equipment replacement fund has \$125,000 set aside for the purchase of the replacement SCBA equipment. There are unspent balances associated with other Fire Department capital expenditures

which can be added to this amount so that the Argus-Hazco proposal is in an amount that can be funded with monies set aside in the capital equipment replacement fund.

Motion McKindles, seconded by Darga to waive the sealed bid process and award the purchase of replacement SCBA equipment to Argus-Hazco in an amount not to exceed \$138,388. **Motion carried unanimously.**

B. Crack Sealing Bid Award

The City's Capital Improvement Plan for streets, drainage, and sidewalks proposes a small amount of joint and crack sealing on City streets annually. This program extends the life of City streets and reduces the City's overall expenditures on streets. The scope of work includes locating and cleaning cracks and open joints in the roadway, which are then sealed with a hot mastic sealant.

For 2014, the selected locations were as follows:

- N. Center Street, S. Ely Drive to North City Limits
- Center Street, Baseline south to Cady Street
- Mary Alexander Court, S. Center Street to S. Hutton Street
- Griswold Street, E. Main Street to Beal Avenue
- City Hall Circle Drive to 750 W. Main Street

On May 4, 2014, the City received bids for the 2014 Crack Sealing Program as follows:

- S & J Asphalt Paving Company \$12,725
- Scodeller Construction Company \$19,100

The bids were reviewed, and all were submitted properly as required in the City's Advertisement for Bids. S & J Asphalt Paving Company, the low bidder was contacted and is prepared to do this work for Northville. This company has successfully performed this type of work for the City in the past. Since the project bid came in well under the City's budget for this work, S & J was asked if they would be willing to include Taft Road (Eight Mile Road to the northern city limits) and E. Main Street (Hutton to Griswold) using the same unit prices for this project. They have inspected the additional streets and have agreed to add this work to the contract. The additional 3,110 feet of crack sealing along with traffic control will increase the project by \$7,431, for a new total contract amount of \$20,156.

The Contract Documents prepared for this project have been reviewed and approved by both the City Attorney and Michigan Municipal Risk Management Authority. For FY2014 the City Council approved \$25,000 in the Major Street Fund for a Joint and Crack Sealing Program. This funding comes from a dedicated millage for streets, drainage, and sidewalks approved by voters in 1997. The recommended award along with the added segments of Taft Road and E. Main Street is within the approved budget for 2014 joint and crack sealing.

City Council Comments and Discussion: Comments from City Council suggested the entire approved budget of \$25,000 be used to add additional streets to the 2014 program. Grace Street and Baseline Road were suggested as streets to be considered for the 2014 program.

Motion Darga, seconded by McKindles to **approve** and award a contract in the not-to-exceed amount of \$25,000 to S & J Asphalt Paving Company of Canton, Michigan, and authorize the Public Works Director to sign the contract on behalf of the City. **Motion carried unanimously.**

C. No Smoking Policy / Comerica Community Connection and Plaza

With the opening of the Comerica Community Connection and adjacent plaza, and in conjunction with the warmer weather, there has been an increase in the number of people utilizing the Connection in the Plaza to the north. The Downtown Development Authority has received several complaints from adjacent business owners that the plaza has becoming a smoking lounge for visitors and employees of the downtown. A request by area merchants was made to designate and sign the area, including the Comerica Community Connection, as a “no smoking area” similar to Town Square that received this designation last year.

DDA staff would order and install signage both within the walkway and the plaza, indicating that the areas are “no smoking.” The plaza signage would be mounted on a stake and installed directly into the planters and ground planting areas. The signage would be funded by funds remaining in the “Comerica Community Connection” budget. There are sufficient funds remaining in the budget to complete this project. In addition, DDA staff would convey the change to the merchants and property owners by email and include an article in the next DDA newsletter.

The DDA Board met on June 10, 2014 and voted to approve the “no smoking” designation for the Comerica Community Connection and Plaza and forward the request to City Council for consideration.

City Council Comments and Discussion: In response to a question from City Council, Staff noted that they do know which businesses and employees are using the Comerica Community Connection and Plaza as a smoking lounge.

Motion Ekong, seconded by Allen to approve a “No Smoking” designation for the Comerica Community Connection and the Plaza to the north of the Connection and sign the area for no smoking.
Motion carried unanimously.

D. On-Street Bike Parking

The City of Northville commissioned a Non-Motorized Plan, which states through general vision: “A community that encourages walking and cycling can experience reduced traffic congestion and improved quality of life. There are economic benefits associated with the increased economic vitality of communities that promote (this) mobility.”

While the Non-Motorized Plan mentions a respite station and designated trail connections, it makes no specific recommendations for bicycle furnishings or locations downtown. General recommendations supporting cycling downtown are part of the Complete Streets policy advocated through the plan.

There is currently a high demand for bicycle parking, evidenced by cycles locked to signs, benches and trees around town, as well as comments from the public. The installation of on-street seasonal racks will save on wear and tear of other downtown street furnishings which were not designed for that purpose.

The DDA is responsible for downtown Northville’s fixtures and furnishings and on-going maintenance and replacement. New furnishings and fixtures, such as bike racks, shall follow specifications within and complementary of the DDA’s family of furnishings and project design guidelines. The DDA seeks to promote cycling to and from the downtown and enhance pedestrian and cyclist vitality. DDA staff has researched options for downtown Northville that would address the need for additional, functional bike parking during the extended summer season.

After talking to other communities, the recommendation was to purchase large on-street racks that could be installed temporarily in several locations downtown. The first location would be a highly visible parking space on northbound Center Street at Dunlap Street. The rack would be a black, powder-coated, 9-unit rack, which would fit entirely within one on-street parking space. The introductory installment of a bike parking in on-street parking would make a statement that downtown Northville is a bicycle-friendly community. Similar on-street racks have been implemented in local downtowns, such as Ann Arbor and Milford. These programs have been popular with both merchants and consumers, and demand has grown each year.

DDA staff would order and install the bike rack(s). The lead time for ordering and installation would be approximately two weeks. Installation would be seasonal. The bike rack would be installed upon arrival in June and removed in October, coinciding with the natural waning of the recreational cycling season. This timing would accommodate the seasonal rush for holiday shopping.

It was proposed that a bike rack be purchased through Parkitbikeracks.com and total \$1,262.40 including shipping, and funded by line item 370-861-976.01. Staff compared prices from numerous on-line vendors that would be able to produce the desired rack in a short time frame. There exists sufficient funds remaining in the budget to complete this project.

City Council Comments and Discussion: Discussion ensued pertaining to the proposed bike rack recommended by the DDA for purchase. Comments voiced concern as this bike rack does not meet minimum safety standards and is not sanctioned by the Association of Pedestrian and Bicycle Professionals (APBP). Comments from City Council voiced support with using an on-street parking space for the location of the seasonal bike rack and purchasing a more substantial bike rack that is a two-point mount that meets minimum crash standards. City staff noted that this type of bike rack would cost approximately \$5,000.

Other comments pertained to utilizing the parking stall markings to help delineate the bike rack area and corral (similar to Ann Arbor bike corrals). It was acknowledged that bicycles will briefly need to be on the sidewalk in order to access the bicycle corral area. City Council was supportive of Staff researching and purchasing the appropriate bike rack, supportive of using a parking space on N. Center Street, and using the on-street parking stall to create a bike rack area and corral.

Motion Darga, seconded by Allen to approve the purchase of a bike rack and the seasonal installation of the seasonal rack in an existing parking space. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications None

B. Staff Communications None

Being no further business, the meeting was adjourned.

Adjournment: 8:09 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

Christopher J. Johnson
Mayor

Approved as submitted: 7/21/14