

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
May 4, 2015

Mayor Johnson called the meeting to order with the Pledge of Allegiance at 7:30 p.m. in Council Chambers at Northville City Hall, 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, DPW Director Jim Gallogly, Police Chief Mike Carlson, Finance Director Sandi Wiktorowski, Deputy City Clerk Michelle Massel, Housing Commissioner Genie Nehs, and 3 citizens

PRESENTATIONS

A. Citizen Comments None

APPROVAL OF AGENDA AND CONSENT AGENDA

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

City Council Minutes:

- Special Meeting of March 30, 2015
- Regular Meeting of April 9, 2015
- Special Meeting of April 14, 2015

Checks #92995 to #93074 EFT #500204, Checks #93075 to #93202, Checks # 93203 to #93298 EFT #500205

Board and Commission Minutes:

- Beautification 10/6/14
- Housing 3/11/15

Departmental Reports:

- Youth Assistance: 4/15

Appointment to Housing Commission: Lou Ronayne, to fill a vacancy with an expiration of 9/15/19

Special Event Request / Northville Encampment 2015 / May 15-17, 2015

Special Event Request / Memorial Day Parade / May 25, 2015

Proclamation / May as Mental Health Month

Proclamation / Kids to Parks Day / May 16, 2015

Certified Local Government Contract Approval

Request to Dispose of Assets / Crown Victoria Police Vehicles

Amendments to the 2014-15 Budget thru March 31, 2015 and Investment Report

Special Event Request / Summer Carnival / June 18-21, 2015

Special Event Request / Arts & Acts / June 19-21, 2015

Motion carried unanimously.

NEW BUSINESS

A. Request to Purchase Desktop Computers / Police Department

A key aspect of maintaining the City’s computer network system is providing reliable computer network workstations. The systems in the Police Department are four years old and are in need of replacement. The processor speed and amount of memory are not always sufficient for current data processing needs. The City’s five-year financial plan provides for the computer upgrade program in this fiscal year.

Three quotes were received for the acquisition of workstation computers.

<u>Vendor Name</u>	<u>Base Price per PC</u>	<u>Discount Program</u>
CDW-G	\$685.99	National IPA Technology Solutions
HP	\$979.00	Federal GSA
New Egg Business	\$969.00	Government Discount

The lowest quote was submitted by CDW-G at a unit price of \$685.99. Microsoft Office 2013 software would be an additional \$268.29 per license. The recommended operating system is Windows 7, which is compatible with other software programs used by the City. The units are in stock and ready to be shipped.

The City’s primary vendor over the past few years has been CDW-G for purchase of various printers, monitors, and technology supplies. They are able to offer pricing utilizing the National IPA Technology Solutions contract which is better pricing than the Federal GSA program.

The City has \$9,000 budgeted in the General Fund for this purchase in the current fiscal year. The total cost for nine desktop computers, including Microsoft Office 2013, is \$8,588.52.

Council Comments and Discussion: It was explained that Windows 7 will be the operating system for compatibility reasons, even though there are newer versions available.

Motion McKindles, seconded by Allen that the Northville City Council authorizes Staff to purchase nine desktop computers from CDW-G in the amount of \$8,588.52. **Motion carried unanimously.**

B. Professional Service Change Order / Allen Drive Relief Sewer

In December, 2014, an existing 12” clay sanitary sewer line collapsed under E. Main Street just east of Griswold Street. A repair was quickly made on this sanitary sewer pipe and the roadway was restored. In making these repairs it was noticed that the top of this segment of pipe which runs between Griswold and E. Cady Street was heavily fractured suggesting that this segment of pipe could again collapse at any time. To avoid another collapse of this pipe and roadway in the future from a known defect, it is recommended that the City repair this line under E. Main Street.

On March 2, 2015, the City awarded a sewer repair professional services contract to Rowe Professional Services Company. That project addresses capacity issues in the Allen Drive area on the same sanitary sewer line that is under E. Main Street. Rowe was asked if they had design experience in lining an

existing sewer pipe, and would they be interested in providing the City with a proposal for the design and construction oversight of this type of repair work.

On March 25th the City received a proposal from Rowe Professional Services Company to design a pipe lining project necessary to restore the integrity of the existing sewer line under E. Main Street. A pipe lining fix of the existing sewer pipe is being recommended over complete replacement of the pipe for mostly economic reasons. A lined pipe makes the existing pipe as strong and as good as new at considerably less cost and inconvenience to the community.

Rowe is estimating that the cost of a pipe lining project would be approximately \$130,000 and they are proposing a fee of \$13,856 for design and construction engineering. This fee is approximately 10.5% of the construction cost, which is reasonable for this effort.

By doing a change order to the Allen Drive sewer project the City will be better able to accomplish this work during the summer construction season. This engineering work will also be done under the City's indemnification and insurance requirements listed in the Professional Services Agreement for the Allen Drive sewer project.

Currently, the City is proposing a \$100,000 budget for this project in the proposed FY2016 Budget. A portion of this budget would be pulled forward into the current budget to cover the design element of this project.

Council Comments and Discussion: It was clarified that there were no Federal Funds used on the original project and although it is a county road, it is a City sewer line. It was explained that in repairing the same sewer line, this deficit was discovered. The project was not bid out, but added to the original contract, which was approximately \$200,000, so the same contractor would be making both repairs to the same line.

Motion Darga, seconded by McKindles to approve a change order to the Professional Services Agreement for the Allen Drive Sanitary Sewer Modifications Project with Rowe Professional Services Company. This change order will be in the not-to-exceed amount of \$13,856 for the E. Main Street Sanitary Sewer Lining Project. Further, that the Public Works Director is authorized to sign this Change Order on behalf of the City. **Motion carried unanimously.**

C. Request to Purchase 800MHz Hand Held Radios / Police Department

In August 2004, the City of Northville entered into an agreement with Northville Township to transfer the City of Northville dispatch services to the Township. In 2008, Northville Township converted its VHF radio system to the 800 MHz, Michigan Public Safety Communication System (MPSCS). Since the Township dispatches our patrol units, the City of Northville had to purchase the same 800 MHz radio.

The Department is currently using the Motorola radios that were purchased in 2008. These radios are used on a daily basis for officers to communicate with Dispatch and each other. They are exposed to all weather elements throughout the year. Funds have been budgeted in the Police Equipment Replacement Fund to replace all the radio equipment.

After a review of the Department's radio equipment replacement schedule, which calls for the replacement of all equipment at one time, the department recommends that the purchasing of new equipment be spread over time to alleviate the possibility of equipment failure at or near the same time.

Currently the Department has one nonfunctioning handheld radio, one nonfunctioning six unit charging bank, and most of the batteries are in need of replacement.

Motorola is the manufacturer that the Department used for our initial radio purchase in 2008. Motorola equipment has held up well and they offer service in our area. The Department has received the Motorola radio equipment quote under the State of Michigan bid for the replacement of the following equipment:

2 Mobile APX6500 in-car radios
5 Motorola APX6000 Portable (prep) radios
1 gang (six position) charger unit
10 Impress Batteries

The cost of this equipment is \$26,308.76 plus \$700 installation through Cruisers, for a total cost of \$27,008.76. The budget contains provisions for this purchase in the amount of \$27,000. A budget amendment in the fourth quarter will be requested for the additional \$9. The cost for the radio equipment replacement will come from the allocated funds in the Police Equipment Replacement fund.

Council Comments and Discussion: It was explained that the old radios are utilized during special events, used for parts, or sold at auction.

Motion McKindles, seconded by Darga to waive the bidding process and accept the State of Michigan bid from Motorola in the amount of \$27,008.76 for the purchase and set up of two Motorola in-car radios, five Motorola Portable radios, one gang charger, and ten impress batteries. **Motion carried unanimously.**

D. Appointment of Old Village School Committee

Last November, Northville Public Schools (NPS), with the cooperation of the City, commissioned an architectural study on the former Old Village School building. That study is substantially complete and will soon be ready for review by NPS and the City. NPS has requested that a small working group of staff and elected officials from both NPS and the City be established to review the study and communicate information back to their respective boards. This group would also discuss how the two entities might fund and jointly occupy the Old Village School Building as a joint school district administrative office and city municipal building. The Mayor and Councilmember Darga are willing to serve on this Committee.

Council Comments and Discussion: It was explained that there is no timeline for this Committee to disband since it is solely based on the feasibility of the project(s).

Motion Ekong, seconded by Allen to appoint Mayor Johnson and Councilmember Darga to the Old Village School Committee. **Motion carried unanimously.**

COMMUNICATIONS

A. Mayor and Council Communications

Mayor Johnson encouraged everyone to vote tomorrow.

B. Staff Communications

None

There being no further business to come before Council, the meeting was adjourned.

Adjournment: 7:45 p.m.

Respectfully submitted,

Michelle Massel
Deputy City Clerk

Christopher J. Johnson
Mayor

Approved as submitted: 6/1/15