

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
September 21, 2015

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, Ryan McKindles, and Sam Ekong

Absent: None

Also Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Public Works Director James Gallogly, Editor from Northville Record and seven citizens.

PRESENTATIONS

A. Citizens Comments

High Street residents Dennis Que and Paul Johnston, representing residents of High Street, near the Buchner Hill and Mountainview Condominiums, spoke to City Council about the current condition of High Street near their homes.

It was explained that in 1987, at the request of Skyline Development Company (developer of Buchner Hill condos) and as part of their development, the City vacated the segment of High Street directly south of W. Baseline Road, which would make this section a private road. The agreement to vacate this portion of High Street was based, in part, on the condition that Skyline Development Company and/or its successors and assigns maintain the private road in a condition satisfactory to the City of Northville

During the development of their condominium project, Skyline Development Company went bankrupt. Its successors became Buchner Hill Condominium and Mountainview Condominium associations. The City Attorney reviewed the agreement and it appears that Buchner Hill Condo Association is the successor to Skyline Development Company and the entity legally responsible for this segment of High Street.

After 25 years, High Street is in need of improvements. There are three single-family homes, two condominium associations, and a portion of Allen Terrace property (city property) that front this segment of High Street. In February 2015, residents of this area met to discuss the condition of this segment of High Street. The Director of Public Works represented the City at this meeting. Buchner Hill Condo Association (BHCA) did not attend this meeting. Those attending the meeting agreed that the segment of

road is in poor condition. Many attending the meeting seemed willing to consider some type of cost sharing to improve the street, but would not commit.

Since that time, Mr. Que and Mr. Johnston have been unsuccessful in communicating with BHCA to receive their plan to improve this street. In the last week, BHCA repaved Buchner Hill Drive, but did not address High Street. Requests to be placed on the BHCA meeting agenda to discuss High Street have been ignored. Que and Johnston are requesting the City's assistance in addressing this issue. City Council included considering a special assessment district to improve this segment of High Street and the City taking back this segment of High Street and then making the necessary improvements. If the City reclaimed the street, the residents would also receive snow removal services from the City. Que and Johnston are willing to be part of the solution to address the condition of High Street.

City Staff noted that the City Attorney's review the Skyline agreement found that it appears that BHCA is the successor to Skyline and is the entity responsible for this section of High Street. BHCA is comprised of six condo units. Mountainview condos (approximately 20 condos to the west) were built after Skyline went bankrupt and do not share responsibility for the road. It is a private road and the City cannot special assess for private improvements. Staff has communicated to the residents that the City may consider taking back the street, once it was improved to meet current City standards. This would include curb and gutter, addressing drainage issues, and new base. The cost for these improvements have not been researched and were roughly estimated be at least \$30,000 for a minor improvement that might resurface the road but would not include curb, gutter and new base (City standard).

It was also noted that while BHCA is responsible for the road, residents of Mountainview condos, three homes fronting High Street, and the City use this road. The City uses a small part to access property at the rear of Allen Terrace for lawn maintenance. The City might consider partnering in the cost to improve this road if it was improved to City standards that address the condition and drainage concerns.

Questions and comments from City Council pertained to the approximate cost to improve this road, current City standards for street design and improvements, the lack of a funding mechanism to address street improvements as the City Council cannot special assess a private road, and the need to bring all parties to the table to discuss the plan to improve this road. It was noted that when a street is vacated, in the beginning residents support having a private road. Often, the residents resist basic assessment for the cost to maintain and improve the road, which leads residents to request the City reclaim the road.

The City Manager was directed to contact the Buchner Hill Condominium Association and attend their next Board meeting. It was also requested that City Staff continue to work with the High Street residents in contacting BHCA and requesting they meet with the other groups, in order to find a resolution to this matter. The DPW Director was requested to research the estimated engineering and construction costs to improve this street to City standards.

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion McKindles, seconded by Allen to adopt the agenda and consent agenda as presented:

Approve City Council Minutes of:

- Regular Meeting of August 17, 2015
- Regular Meeting of September 8, 2015

Receive Bills List:

- Checks #95182 to #95288 EFT #500213
- Checks #95289 to #95360
- Checks #95361 to #95446 EFT #500214

Receive Board and Commission Minutes:

- Beautification Commission: 6/29/15
- Housing Commission: 6/10/15

Receive Departmental Reports:

- Youth Assistance: 9/15

Board and Commission Appointments:

- Downtown Development Authority: Reappoint Carolann Ayers and Greg Presley to four-year terms expiring 9/30/19
- Beautification Commission: Appoint Callista Milroy to fill a vacancy with a term expiration of 6/30/18

Request to Canvass / Clean Water Action

Proposed “Trick-or-Treat” Hours and Street Closures

Special Event Request / Holiday Lighted Parade / November 20, 2015

Special Event Request / Northville High School Homecoming Parade / September 25, 2015

Motion carried unanimously.

NEW BUSINESS

A. Purchase of Utility Tractor

The FY2016 budget includes the purchase of a new sidewalk snow removal vehicle to be used by the Department of Public Works (DPW). DPW Staff researched various utility vehicles for this purchase (Bobcat, Kubota, and John Deere). Staff found that as these vehicles have grown in popularity for off-road enjoyment, they also became larger. This larger size makes them too large to realistically be used on City sidewalks, which are typically just four and five feet wide. Staff also researched one-man quad utility vehicles, but concluded that this type of four-wheel drive vehicle is not built to undertake the long-term amount of snow removal expected as for the use of this vehicle.

Staff did find that a new John Deere 1025 R Sub-Compact Tractor would adequately perform the City’s sidewalk snow removal requirements. This 24 hp tractor, though larger than typical lawn and garden tractors, is a four-wheel drive unit that stands only 48 inches wide. The unit would include a cab, heater, snow blade, salt drop spreader, two-stage snow blower, rotary broom, and two extra wheel and tire spares. This particular unit was included in a State of Michigan bid for Agricultural, Grounds, and Roadside Equipment, and under Contract No. 071B0200317 the City of Northville may purchase it, along with the above listed accessories for a total of \$26,395.20. Since this unit was bid through the State of Michigan, it is not necessary for Staff to bid this out locally as this is the lowest number that is obtainable by Northville for this piece of equipment.

The FY2016 budget includes \$30,000 for a utility vehicle to be used for sidewalk snow removal. The price for this vehicle as bid by the State of Michigan is \$26,395.20, which is within the amount budgeted for this purchase.

Motion Darga, seconded by Ekong to approve the purchase of a John Deere 1025 R Sub-Compact Utility Tractor and accessories from Deer & Company of Cary, North Carolina, as bid through the State of Michigan under Contract 071B0200317. **Motion carried unanimously.**

B. Copier Purchase for City Hall and Police Department

Replacement of the copier at City Hall was planned and budgeted for in FY2014, but was postponed because the equipment was performing satisfactorily and had not reached the two million copy life span. Replacement is now necessary based on the age of the equipment and number of copies on the machine.

The Police Department has been using the copier (located in City Hall proper) for large jobs and maintaining numerous small pieces of equipment in their office, which has become time consuming and costly. The Police Chief is proposing to purchase a larger copier and decommission the smaller, least cost efficient pieces in the Department.

Quotes were solicited for the purchase of both copiers, using State and County bids from three vendors, including two vendors currently servicing City Hall equipment: Michigan Office Solutions and Applied Imaging.

Quotes received for City Hall were as follows:

Vendor	Contract	Per Copy Charge	Purchase Price
Michigan Office Solutions	TCP	.0099 B&W .055 Color	\$19,464.07
MBM	AEPA	.0079 B&W .065 Color	\$14,675
Applied Imaging	MITN	.0079 B&W .059 Color	\$7,977

Quotes received for the Police Department were as follows:

Vendor	Contract	Per Copy Charge	Purchase Price
Michigan Office Solutions	MiDeal	.0056 B&W .045 Color	\$7,037.75
MBM	AEPA	.0079 B&W .065 Color	\$7,185.89
Applied Imaging	MITN	.0079 B&W .059 Color	\$6,977

Annual maintenance expenses are estimated based on the volume of copies produced. The “per copy” charge includes all labor and supplies, except staples and paper. The City Attorney reviewed the purchase agreement and service contract and found both to be acceptable. The copier that is in service currently, Xerox 7665, will have the hard drive wiped and be disposed of through MBM Technology Solutions.

The City has funds reserved for both purchases. The per copy charge will continue to be budgeted as annual operating expenses and typically increases around 10% after two years. The City has utilized the

low bidder for previous copier purchases and their service response time was not satisfactory. It was recommended that both copiers be purchased from the same company to allow for continuity in training, familiarity with the equipment, and for toner supplies and parts to be interchangeable.

Motion McKindles, seconded by Allen to approve the purchase of one Konica Minolta Bizhub C368 for the Police Department and one Konica Minolta Bizhub C654e for City Hall at a purchase price of \$7,185.89 and \$14,675 respectively from MBM Technology Solutions and allow for the disposal of the current copier through MBM Technology Solutions. **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: 8:00 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

Christopher J. Johnson
Mayor

Approved as submitted: 10/5/2015