

**City of Northville**  
**CITY COUNCIL REGULAR MEETING MINUTES**  
**September 19, 2016**

Mayor Roth 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.

Mayor Roth read a statement informing those present that the City Council meeting was being recorded for rebroadcast on the City's website. By remaining at the meeting, consent is inferred by those present to have their voice and image recorded and posted on the City's website.

**ROLL CALL**

**Present:** Mayor Ken Roth, Mayor Pro Tem James Allen, Councilmembers Nancy Darga, Sam Ekong, and Marilyn Price

**Absent:** None

**Also Present:** City Manager Patrick Sullivan, City Clerk Dianne Massa, Police Chief Michael Carlson, Housing Director Sherry Necelis, and seven citizens

**PRESENTATIONS**

**A. Citizens Comments** None

**APPROVAL OF AGENDA AND CONSENT AGENDA**

Oakland County Community Development Block Grant Agreement was added to New Business.

**Motion Allen, seconded by Ekong** to approve the agenda and consent agenda as amended.

Approve City Council Minutes of:

- Regular Meeting of September 6, 2016

Receive Bills List:

- Accounts Payable Week of September 7, 2016

Receive Board and Commission Minutes: None

Receive Departmental Reports: None

Board and Commission Appointments: None

Special Event Request / Skeletons Are Alive / October 7, 2016

**Motion carried unanimously.**

**NEW BUSINESS**

**A. Addition of Entertainment and Catering Permit and Change in Plan of Operation for Wok Asian Bistro**

On May 18, 2015, City Council approved the request of Richards Restaurant Group, LLC (RRG), d/b/a Wok Asian Bistro, owned by Gregory, William, and Deborah Richards, located at 144 Mary Alexander Court, to transfer a Class C and SDM license into the City. At that time, RRG was approved for a Sunday Sales Permit, an Outdoor Service Permit, and the hours of operation were as follows:

Monday - Thursday: 11:00 am – 9: 00 pm  
Friday and Saturday: 11:00 am – 11:00 pm  
Sunday: 12:00 pm – 7:00 pm

Recently, RRG applied for and was granted an Entertainment Permit and Catering Permit through the Michigan Liquor Control Commission (MLCC). RRG submitted an amended Plan of Operation to the City, which includes the following:

- Change in the hours of operation to:
  - Tuesday – Thursday 11:00 am – 9:00 pm
  - Friday 11:00 am – 10:00 pm
  - Saturday 11:00 am – 1:00 am
  - Sunday 12:00 pm – 8:00 pm
- Offering karaoke and solo acoustic music nights under the Entertainment Permit.
- Catering food and alcoholic beverages at private events/functions off premises under the Catering Permit.

A check on the history of the business revealed one MLCC violation on November 12, 2015 for selling alcohol without fully complying with the MLCC by failing to provide proof of financial responsibility, which resulted in a fine of \$50. Earlier this evening, a public hearing with the City of Northville Liquor License Review Committee (LLRC) was held. The LLRC recommends City Council not object to the addition of the Catering Permit, Entertainment Permit, and changes in the Plan of Operation. Staff does not have a reason to object to the approval of this request.

Owner Greg Richards was present and available to respond to questions.

City Council Discussion and Comments: A question from City Council pertained to the change in hours of operation, including extending the evening hours on Saturday to 1:00 am, and if the extended hours would also include outdoor entertainment. The owner explained that outdoor entertainment would consist of one night a week of outdoor acoustic music (Tuesday nights) that would end by 9:00 pm. All other entertainment would be inside the restaurant. As such, the time of operation is not the same time window as the outdoor entertainment.

Staff also clarified that the amended Plan included an increase in the outdoor seating capacity. The owner has since removed that from the amended Plan as the outdoor seating may not be increased per Fire Code. The outdoor seating capacity will remain the same.

**Motion Allen, seconded by Darga** to approve the addition of a Catering Permit, Entertainment Permit, changes to the hours of operation, and amendments as indicated in the Plan of Operation as presented. **Motion carried unanimously.**

### **B. Contract Award / Allen Terrace Retaining Wall**

In August 2016, the Housing Commission unanimously approved developing specifications and seeking bids to repair the Allen Terrace retaining wall on the main patio. On September 8, 2016, the Housing Commission received three bids for the project as follows:

<b>Vendor</b>	<b>Base Bid</b>	<b>Alternate #1</b>	<b>Total</b>	<b>Bid Bond</b>
RAM Construction	\$74,890	\$32,240	\$107,130	Yes
DC Byers Company	\$93,100	\$17,900	\$111,000	Yes
Boss Construction	\$109,600	\$17,600	\$127,200	No

The bids were reviewed by the project architect, Mielock Associates, Inc., with the recommendation to award the contract to RAM Construction. The base bid is for the retaining wall only. Alternate #1 is for the patio concrete. The Housing Commission will pursue Community Development Block Grant funding for the patio concrete, and Alternate No. 1 will not be included in this contract.

For FY2017, \$19,245 has been allocated for this project. The remaining balance of \$55,645, will come from Allen Terrace unallocated reserves. A budget amendment will be made in the first quarter.

City Council Discussion and Comments: In response to a question from City Council, Staff explained that the plans for this project were created by an architect. Water is seeping into the stone wall, which has created the issue of standing water. The standing water has cracked the wall and dislodged some of the large boulders. The repair project includes placing a cement cap on the top of the wall to eliminate water from going into the retaining wall.

**Motion Darga, seconded by Price** to approve and award a contract to RAM Construction Services of Livonia, Michigan in the amount of \$74,890 for the retaining wall project at Allen Terrace. Further, the Housing Director is authorized to sign this contract on behalf of the City of Northville. **Motion carried unanimously.**

### **C. Authorization to Fund 2017 Grant Match for Historic District Survey**

At the October 21, 2015 meeting of the Northville Historic District Commission (HDC), the HDC requested that City Council consider a proposal from Carlisle Wortman Associates (CWA) to prepare a grant application in order to fund an “intensive level survey” of the Historic District. The survey would include historic information about structures in the District. This information would assist the HDC in making appropriate decisions about requests for demolition, building modifications, and new construction in the Historic District.

On November 2, 2015, City Council authorized administration to apply for SHPO (State Historic Preservation Office) funding for this survey. Recently, Carlisle Wortman Associates was notified that, although the City did not receive a grant for 2016, SHPO encouraged the City to resubmit an application with additional information for 2017. After meeting with City Administration and SHPO, CWA began the 2017 application process. The 2017 application requires a resolution from City Council, and

includes changes to the narrative and slight changes to the fund allocation, which will not affect the total expenditure.

If the grant application is successful, it is estimated that the survey itself will cost between \$27,000 and \$32,000. The City would be required to provide at least a 40% match to the grant, plus consulting fees to coordinate the project. Funds are available in the Planning Department Budget should the City be successful in obtaining grant funding.

City Council Discussion and Comments: In response to questions from City Council, Staff further explained that the survey would create a complete database of the Historic District. Currently, there are about 343 structures in the Historic District and the City only has about 61 of those cataloged. The HDC is reviewing applications without having the history of most of these structures. The survey would complete that database. The database would include all buildings and structures within the Historic District, along with a photograph, the architectural style, and historic significance. The buildings and structures would be classed as contributing/non-contributing structures. The HDC will use this database as part of their review and decisions.

As part of the grant agreement, the City is required to make this data available electronically, so that anyone may use it to find the history of the building/structure.

**Motion Allen, seconded by Ekong** to authorize Administration to apply for 2017 funding from the State Historic Preservation Office for Certified Local Government grant funding to conduct an intensive level survey of the Northville Historic District. **Motion carried unanimously.**

#### **D. Oakland County Community Development Block Grant Agreement**

Earlier today, the City received an updated contract from Oakland County pertaining to Community Development Block Grant (CDBG) funds for Oakland County. The City expects to receive approximately \$6,000 in funds, which is used for Senior Center staffing.

To comply with Oakland County's timeline to receive the CDBG funds, Oakland County requires the executed contract to be returned no later than September 30, 2016. It was suggested that City Council approve the contract for signature, subject to review by the City Attorney.

City Council Discussion and Comment: Discussion pertained to the status of 2017 CDBG funding from Wayne County, which is separate from Oakland County funding. Wayne County CDBG is considering a new funding formula, which could eliminate or reduce funding for most Wayne County jurisdictions. Most of the Wayne County CDBG funds are used for Allen Terrace.

**Motion Allen, seconded by Darga** to approve the Oakland County CDBG Agreement and authorize the Mayor to sign the agreement, subject to review of the agreement by the City Attorney. **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: 7:55 p.m.**

Respectfully submitted,

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Dianne Massa, CMC  
City Clerk

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Ken Roth  
Mayor

Approved as submitted: 10/03/16