

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
December 5, 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, Parks and Recreation Director Mark Gasche, DDA Director Lori Ward, Fire Chief Steve Ott, members of Boy Scout Troop 755, and seven citizens

PRESENTATIONS

A. Citizens Comments None

APPROVAL OF AGENDA AND CONSENT AGENDA

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

Approve City Council Minutes: None

Receive Bills List:

- Accounts Payable Week of November 23, 2016

- Accounts Payable Week of November 30, 2016

Receive Board and Commission Minutes: None

Receive Departmental Reports: None

Board and Commission Appointments:

- Beautification Commission: Appoint Yumi Kudo, Kei Sakakida, to fill vacancies with terms expiring 6/30/17

- Historic District Commission: Reappoint Chuck Murdock, Joe Hoffman, with terms expiring 1/1/20

- Board of Review: Reappoint David Bolitho, term expiring 1/1/20

School Tax Collection Fee

Motion carried unanimously.

NEW BUSINESS

A. Purchase of Automated External Defibrillators

While the Fire Department and Community EMS carry cardiac defibrillators on their vehicles, currently, the Police Department does not. As Police Officers typically are the first to arrive at the scene of a medical emergency, it would be beneficial for Police Officers to carry automated external defibrillators (AEDs) in their cars, bringing this potentially life-saving technology to the patient earlier in the process. The Police Department would like to acquire three AEDs for this purpose.

Currently, the Fire Department uses AEDs manufactured by Cardiac Science. They are an older model, and the company recently went through a bankruptcy reorganization. As a result, it has been more difficult to obtain replacement parts such as batteries and electrode pads. The Fire Department would like to begin the process of replacing the Cardiac Science AEDs by acquiring two new AEDs.

After evaluating available products, the Police and Fire Departments recommend the purchase of Zoll AED Plus units. These units are preferred as Community EMS (CMES) uses Zoll cardiac monitor/defibrillators. This allows for interchangeability of electrode pads, eliminating the need to remove one set of pads and replace them with another once the CEMS unit is on the scene. It would also facilitate equipment exchange with CEMS, which is a financial benefit since replacement pads are expensive. As such, Staff requested City Council waive the sealed bid process and acquire the Zoll units.

The sole source quote from Zoll Medical Corporation for five AEDs and associated equipment is \$8,050. The quote reflects discounted pricing over the usual cost of the equipment. As the result of a distribution from the MMRMA, insurance costs for the Police and Fire Departments are lower than budgeted. The savings on insurance costs will more than cover the cost of the AEDs. In addition, local business owner Joseph Corriveau offered to fund the purchase of one AED unit, leaving the City to fund the purchase of four units.

City Council Comments and Discussion: In response to a question, Staff explained that the Police Department would be trained on use of the Zoll units by Fire Department personnel. Police personnel and City staff are already trained to use the public units.

The Mayor and City Council voiced appreciation to Mr. Corriveau to fund the purchase of one unit. It was noted that donations from private citizens are accepted as donations and the donation does not affect or guide City purchases or policy.

It was noted that the existing AEDs may have some resale value. Staff will return to Council with a disposal recommendation at a later date.

Motion Darga, seconded by Allen to waive the sealed bid process and approve the purchase of five Zoll AED Plus automated external defibrillators and associated equipment as specified in the quote from Zoll Medical Corporation, and accept the offer of Joseph Corriveau to fund the purchase of one unit. **Motion carried unanimously.**

B. Revised Agreement for Automatic Mutual Aid with City of Novi

The cities of Northville and Novi are both members of the Western Wayne County Fire Department Mutual Aid Association and may call upon each other as needed for assistance in connection with incidents to which the Fire Departments of each city respond.

In addition, effective May 6, 2013, the two cities entered into a bilateral Agreement for Automatic Mutual Aid. Under the Agreement, each City is automatically dispatched and responds with at least one truck and two personnel to a confirmed structure fire in certain designated areas of the other City. Currently, for Northville, the designated area is the entire City of Northville. For Novi, the designated area in the current Agreement is the area south of Nine Mile Road, from the eastern to western borders of Novi.

The City of Novi and Northville Township are now in the process of entering into a similar Agreement. In order to accommodate that process, Novi has proposed that the area to be covered by the Agreement with the City of Northville be changed. The eastern and western sections of Novi south of Nine Mile Road would be the responsibility of Northville Township. The City of Northville would add responsibility for the sections directly north of the City and south of Eleven Mile Road, as well as two sections bordered by Nine Mile Road in the south, Eleven Mile Road in the north, Novi Road in the west, and Meadowbrook Road in the east.

A copy of the proposed revised Agreement, which includes a map showing the areas to be covered by the City of Northville under the revised Agreement was provided for Council review. Other than the change to the areas to be covered by the City of Northville, the Agreement is the same as the May 6, 2013 Agreement

The Automatic Mutual Aid Agreement with Novi has proven to be very successful and a benefit to each City. The revised Agreement would expand the area of Novi into which the City of Northville would automatically respond, although the City is currently requested to respond into these areas under ordinary mutual aid on a regular basis. No significant budget impact is anticipated.

City Council Comments and Discussion: Comments voiced the benefit and value of working together and training with other communities. In response to a question, Staff explained that there is no reimbursement for mutual aid personnel and equipment costs. Basically, it evens out as the City will be called out to assist Novi and then also receive assistance from Novi.

Motion Ekong, seconded by Price to adopt the revised Agreement for Automatic Mutual Aid with the City of Novi, and authorize the Mayor and City Clerk to sign the Agreement on behalf of the City of Northville. **Motion carried unanimously.**

C. Wayfinding Sign Resolution

The Downtown Development Authority (DDA) continues to implement its Wayfinding Sign plan for downtown Northville. The project assists downtown Northville visitors by helping them reach their desired destinations using a unified signage and wayfinding system. The first phase of the Wayfinding system included the installation of 21 signs directing residents and visitors to destinations around the City and 27 signs directing residents and visitors to parking options. Phase II of the Wayfinding system will include signs along Seven and Eight Mile Roads, directing visitors to downtown Northville.

DDA and City staff have been working with traffic engineering firm Spaulding DeDecker to help navigate the approval and permitting process with the Wayne County Road Commission (WCRC). In October 2016, the DDA, City staff, and Spaulding DeDecker met with WCRC engineers to discuss outstanding issues with the Wayfinding permitting process. Two issues remained: 1) letters of support from neighboring communities, and 2) a resolution by the City of Northville.

The City obtained letters of support from Northville Township and Novi for the placement of signs within their jurisdictions. The proposed resolution commits the City to agree to construct and maintain the signs at its sole expense and to hold the County harmless for any incidents as a result of the signs being placed in their right-of-way.

The bid award recommendation for Phase II of the wayfinding project will be presented to City Council on December 19, 2016.

Motion Darga, seconded by Price to approve the resolution agreeing to the conditions required by Wayne County to issue a permit for the Installation and Maintenance of Wayfinding signs in Wayne County's right-of-way. **Motion carried unanimously.**

D. Memorandum of Understanding Between Northville Public Schools and Northville Parks and Recreation Commission / Addendum to Hillside Building Lease

The Parks and Recreation Commission uses space at the Northville Public Schools Hillside Middle School building, and has operated under a Building Lease dated September 1, 2001, and a Memorandum of Understanding dated January 20, 2016. Parks and Recreation has utilized office and storage space, the activities center, the pool and pool locker rooms, the fitness center, and classrooms.

It was decided to close the pool in the summer of 2016 due to the aging mechanical systems and the ongoing maintenance issues, which created an unsustainable financial situation. Since the Parks and Recreation Department is no longer utilizing the pool and pool locker rooms, it is necessary to amend the Building Lease to reflect these changes.

The expenses for the building lease and the aquatic program have been eliminated, as has the revenue from the aquatic program. The net result is effectively a neutral budget impact.

City Council Comments and Discussion: Staff explained that Northville residents that wish to enroll in aquatics are being directed to Novi Community Education and Schoolcraft College aquatics programs.

Motion Price, seconded by Allen to approve the Memorandum of Understanding between the Northville Public Schools and the Northville Parks and Recreation Commission, as an Addendum to the Hillside Building Lease, effective August 1, 2016, and further, to authorize the Mayor to sign said Memorandum of Understanding. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications

Roth noted that Northville Township Trustee Marv Gans passed way. Gans will be remembered for his longstanding contributions to the Northville community and Parks and Recreation. The City of Northville offered its condolences to Northville Township, and Mr. Gans' family and friends.

B. Staff Communications None

Being no further business, the meeting was adjourned.

Adjournment: 7:55 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

Ken Roth
Mayor

Approved as submitted: 12/19/16