



CITY COUNCIL MEETING MINUTES

February 23, 2016

CALL TO ORDER:

The Jackson City Council met in regular session in the City Hall and was called to order at 6:30 p.m. by Mayor Bill Jors.

PLEDGE OF ALLEGIANCE - INVOCATION:

The Council joined in the Pledge of Allegiance. Invocation was given by Arlene Robinson, 1st Ward City Councilmember.

ROLL CALL:

Present: Mayor Bill Jors, Councilmembers Arlene Robinson, Freddie Dancy, Daniel P. Greer, Craig Pappin, Andrew R. Frounfelker, and Derek J. Dobies.

Also present: City Manager Patrick Burtch, City Attorney Bethany Smith, Record Coordinator Melanie J. Curran, City Assessor David Taylor, Director of Police and Fire Matthew Heins, City Engineer Jon Dowling, Director of Economic Operations Jennifer Morris, and Assistant City Manager/Operations Jonathan Greene.

ADOPTION OF AGENDA:

Motion was made by Councilmember Greer, seconded by Councilmember Robinson to adopt the Agenda. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried. Agenda was adopted.

CITIZEN COMMENTS:

Public comment time was opened. Comments were heard and the meeting resumed.

EXECUTIVE SESSION to discuss pending litigation:

Motion was made by Councilmember Greer to go to Executive Session, seconded by Dobies for discussion. Roll call vote: Yeas: Councilmembers Robinson, Dancy, Greer, Frounfelker, and Dobies (5). Nays: Mayor Jors, and Councilmember Pappin (2). Motion carried.

RETURN TO OPEN SESSION:

Motion was made by Councilmember Greer, seconded by Councilmember Dobies to return to regular session. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS:

A. Public Arts Commission Strategic Plan Presentation:

Janet Meyer, Chair of the Jackson Public Arts Commission, will give a presentation of their 2016-2019 Strategic Plan.

PETITIONS & COMMUNICATION: none.

CONSENT CALENDAR:

A. Minutes of the Regular Meeting on February 9, 2016:

Approve the minutes of the regular City Council meeting of February 9, 2016.

B. Paws in the Park:

Approve the request from Cascades Humane Society to conduct their annual Paws in the Park event on June 4, 2016, at 10:00 a.m. at Cascades Park. (Contingent upon receipt of proper insurance coverage.)

C. Jackson County Rose Parade & Picnic in the Park:

Approve the request from Jackson County Rose Festival to conduct their annual Jackson County Rose Parade & Picnic in the Park event on June 5, 2016, at 1:00 p.m. throughout the streets of Jackson leading to Parkside and ending in Ella Sharp Park. (Contingent upon receipt of proper insurance coverage.)

D. Jammin' in Jackson Events:

Approve the request from the Downtown Development Authority to conduct their annual Jammin' In Jackson event on June 24, July 1, 8, 15, 22, and 29 from 6:00 p.m. until 8:00 p.m. in the Horace Blackman Park.

- E. Hot Air Jubilee:**
Approve the request from Jackson Hot Air Jubilee to conduct their annual Hot Air Jubilee starting on July 15, 2016 at 8:00 a.m. until July 17, 2016, at 9:00 a.m. in Ella Sharp Park. (Contingent upon receipt of proper insurance coverage.)
- F. Relay for Life:**
Approve the request from American Cancer Society to conduct their annual Relay for Life event starting on August 5, 2016 at 8:00 a.m. until August 6, 2016, at 6:00 p.m. at Cascades Park. (Contingent upon receipt of proper insurance coverage.)
- G. CDBG and HOME Financial Statements through January 31, 2016:**
Receive the Community Development Block Grant (CDBG) and HOME Financial Summaries through January 31, 2016.
- H. City Financial Statements Ending January 31, 2016:**
Receive the City of Jackson's summary of revenue and expenditures for seven (7) months ended January 31, 2016.

Motion was made by Councilmember Dobies, seconded by Councilmember Frounfelker to approve the Consent Calendar. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

PUBLIC HEARINGS:

- A. Public Hearing for Proposed Zoning Ordinance Amendments:**
Public hearing to receive public input on the proposed amendments to the Zoning Ordinance.

Mayor Jors opened the Public Hearing and asked for comments. No comments were made in person or in writing. Mayor Jors closed the Public Hearing.

- B. Ordinance Amendment - Zoning Ordinance (First Reading):**
Recommendation: Consider an ordinance amending Chapter 28, City Code, to make minor revisions to Article III, Section 28-71 (Permitted and Conditional Uses), Article IV, Section 28-100 (Off-Street Parking, Loading, and Access Design Standards), Article IV, Section 28-105 (Landscape Standards), and Article IV, Section 28-115 (Building Design Standards), as per the recommendation from the City Planning Commission dated February 22, 2016.

Motion was made by Councilmember Dobies, seconded by Councilmember Greer to approve the Ordinance Amendment and move to the second reading. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

OTHER BUSINESS:

A. Interim Balancing Change Order 1 for 2015 CDBG Local Street Construction Contract:

Recommendation: Approve Interim Balancing Change Order 1 to the contract with Bailey Excavating, Inc., for 2015 Community Development Block Grant (CDBG) Local Street Reconstruction in the increased amount of \$128,283.48 to balance contract quantities for various original items that are substantially complete to match quantities placed in the field, add items that were necessary to complete work in the field to be paid from Local Street, Water and Sewer Funds, and authorize the City Manager and City Engineer to execute the appropriate document.

Motion was made by Councilmember Greer, seconded by Councilmember Dobies to approve the Change Order. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

B. Interim Balancing Change Order 5 for 2015 Parking Lot Construction Contract:

Recommendation: Approve Interim Balancing Change Order 5 to the contract with Bailey Excavating, Inc., for Parking Lot Construction in the increased amount of \$112,796.44 to balance contract quantities for various original items that are substantially complete to match quantities placed in the field, add items that were necessary to complete the work in the field and authorize the City Manager and City Engineer to execute the appropriate document.

Motion was made by Councilmember Greer, seconded by Councilmember Dobies to approve the contract. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

C. Contract Amendment for Streets Rehabilitation Design and Construction:

Recommendation: Approve a contract amendment for Streets Rehabilitation Design and Construction Engineering to Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, for \$107,310.44 for Jackson Street, Mechanic Street, and Francis Street.

Motion was made by Councilmember Greer, seconded by Councilmember Dobies to approve the amendment. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

NEW BUSINESS:

A. Ordinance - Donation Boxes (First Reading):

Recommendation: Consider an ordinance amending Section 16-403, Article IX, Chapter 16, City Code, to add provisions regarding the location, appearance, and licensing of donation boxes.

Motion was made by Councilmember Greer, seconded by Councilmember Frounfelker to approve and move to the 2nd reading. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

B. Ordinance - Public Arts Commission (First Reading):

Recommendation: Consider an ordinance amending Chapter 2, Article 2, Division 9, City Code, to change the date that the Public Arts Commission must submit to the City Council a plan detailing potential projects and desirable goals to be pursued in the next fiscal year.

Motion was made by Councilmember Dobies, seconded by Councilmember Frounfelker to approve and move to the 2nd reading. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

C. Resolution - Authorizing 2016 Capital Improvement Bonds (LTGO):

Recommendation: Approve a proposed resolution authorizing 2016 Capital Improvement Bonds (LTGO) to finance the construction of the 2015 Parking Lot Construction Project within the downtown.

Motion was made by Councilmember Greer, seconded by Councilmember Dobies to approve the resolution. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

D. Resolution - Approving Selected Projects for the 2017 - 2020 Transportation Improvement Plan (TIP) Projects:

Recommendation: Consider a resolution to approve the street list selected for inclusion in the 2017-2020 Transportation Improvement Plan (TIP), and to acknowledge that the City is willing to pay the local match for the selected projects.

Motion was made by Councilmember Greer, seconded by Councilmember Frounfelker to approve the resolution. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

E. Proposed Deficit Elimination Plan for the Special Assessment Capital Project Fund Deficit at June 30, 2015:

Recommendation: Approve the Deficit Elimination Plan for the Special Assessment Capital Project Fund Deficit at June 30, 2015.

Motion was made by Councilmember Greer, seconded by Councilmember Frounfelker to approve the plan. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

F. Property Donation - 328 E. Prospect:

Recommendation: Authorize the City Manager to accept the donation of 328 E. Prospect Street from Wells Fargo Bank with a \$10,000.00 seller concession.

Motion was made by Councilmember Greer, seconded by Councilmember Frounfelker to authorize. Votes - Yeas: Mayor Jors, Councilmembers Dancy, Greer, Pappin, Frounfelker, and Dobies (6). Nays: Councilmember Robinson (1). Motion carried.

G. Construction Contract for the Replacement of the Jackson Crossing Sanitary Sewer Lift Station:

Recommendation: Approve the award of a contract for the replacement of the Jackson Crossing Sanitary Sewer Lift Station to Dunigan Brothers in the amount of \$392,750.00.

Motion was made by Councilmember Greer, seconded by Councilmember Frounfelker to approve the contract. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

H. Preliminary Allocation of CDBG and HOME Investment Partnerships Program Funds for FY 2016-17:

Recommendation: Approve the preliminary allocation of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funding recommendations for Fiscal Year 2016-2017.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Greer to approve. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

I. Master Services Agreement:

Recommendation: Authorize the City Manager to sign the Master Services Agreement with OpenCounter Enterprises, Inc., with all expenditures to be paid from the \$50,000.00 prize received from the U.S. Small Business Administration Startup In A Day Competition.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Dobies to authorize. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

J. Award of Demolition Contracts - CDBG and City Demolition Funding:

Recommendation: Award six (6) demolition contracts in the total amount of \$170,060.00 follows:

CDBG Funding.....		\$94,915.00
• Smalley Construction	\$65,795.00	
• The Adams Group	\$12,500.00	
• Rickman Enterprise Group	\$16,620.00	
 City Demolition Funds.....		 \$75,145.00
• Salenbien Trucking & Excavating	\$30,635.00	
• Smalley Construction	\$41,010.00	
• The Adams Group	\$ 3,500.00	

Motion was made by Councilmember Greer, seconded by Councilmember Dobies to approve. Votes - Yeas: Mayor Jors, Councilmembers Dancy, Greer, Pappin, Frounfelker, and Dobies (6). Nays: Councilmember Robinson (1). Motion carried.

K. Award of Demolition Contract(s) - H4HH:

Recommendation: Award a demolition contract in the total amount of \$412,355.10 to Salenbien Trucking & Excavating through the Help for Hardest Hit Blight Elimination Program.

Motion was made by Councilmember Dobies, seconded by Councilmember Greer to approve. Votes - Yeas: Mayor Jors, Councilmembers Dancy, Greer, Pappin, Frounfelker, and Dobies (6). Nays: Councilmember Robinson (1). Motion carried.

L. Hotel Hayes Replacement Roof Bids:

Recommendation: Approve the award of a unit price contract for the replacement of the upper roof systems on the Hotel Hayes to Billy White Roofing, LLC, with a base amount of \$227,000.00, and authorize the City Manager to approve any and all change orders required to complete the project.

Motion was made by Councilmember Greer, seconded by Councilmember Frounfelker to approve. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

CITY COUNCILMEMBERS' COMMENTS.

MANAGER'S COMMENTS.

ADJOURNMENT:

No further business being presented, Motion was received to adjourn by Councilmember Greer, seconded by Councilmember Dobies. Motion carried. Mayor Jors closed the meeting at 8:02 p.m.