



## CITY COUNCIL MEETING MINUTES

March 15, 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 Freddie Dancy, 2nd 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, City Treasurer/Clerk Andrew J. Wrozek, Jr., Director of Police and Fire Matthew Heins, Deputy Fire Chief Dave Wooden, 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 as presented. 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.

PRESENTATIONS/PROCLAMATIONS: none.

PETITIONS & COMMUNICATION:

- A. **HRC Minutes for January 20, 2016:**  
Accept and place on file the January 20, 2016, Human Relations Commission meeting minutes.
- B. **Public Arts Commission Minutes for January 19, 2016:**  
Accept and place on file the January 19, 2016, Public Arts Commission meeting minutes.

Moved by Councilmember Greer to accept and place on file, seconded by Councilmember Dobies. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

CONSENT CALENDAR:

- A. **Minutes of the Regular Meeting on February 23, 2016:**  
Approve the minutes of the regular City Council meeting of February 23, 2016.
- B. **World Vision Global 6k for Water:**  
Approve the request from World Vision, Inc., to conduct their World Vision Global 6k for Water event on Saturday, March 19, 2016, at 9:00 a.m., starting and ending at the Cascades Baptist Church. (Contingent upon receipt of proper insurance coverage.)
- C. **CAP Kickoff:**  
Approve the request from Council for the Prevention of Child Abuse & Neglect to conduct their annual CAP Kickoff on Friday, April 1, 2016, at 12:00 p.m., in the Governor Austin Blair Park. (Contingent upon receipt of proper insurance coverage.)
- D. **Light It Up Blue Jackson:**  
Approve the request from Jackson Autism Support Network to conduct their annual Light It Up Blue Jackson on Saturday, April 2, 2016, at 6:00 p.m., in the City Parking Lot #8. (Contingent upon receipt of proper insurance coverage.)
- E. **2016 Jackson March for Babies:**  
Approve the request from March of Dimes Foundation to conduct their annual 2016 Jackson March for Babies event on Sunday, April 24, 2016, at 8:00 a.m., in Ella Sharp Park. (Contingent upon receipt of proper insurance coverage.)

- F. City Wide Prayer Walk:**  
Approve the request from Together We Can Make a Difference to conduct their annual City Wide Prayer Walk on Sunday, May 1, 2016, at 8:00 a.m., in the City of Jackson. (Contingent upon receipt of proper insurance coverage.)
- G. Jackson County Police Memorial:**  
Approve the request from Jackson Police Department to conduct their annual Jackson County Police Memorial on Wednesday, May 4, 2016, at 12:00 p.m., in Bucky Harris Park. (This event is covered under the City's insurance policy.)
- H. National Day of Prayer:**  
Approve the request from Together We Can Make a Difference to conduct their annual National Day of Prayer on Thursday, May 5, 2016, at 12:00 p.m., in Governor Austin Blair Park. (Contingent upon receipt of proper insurance coverage.)
- I. The Big Seed:**  
Approve the request from Together We Can Make a Difference to conduct their annual The Big Seed on Saturday, May 21, 2016, at 10:00 a.m., at 224 W. Wilkins, Jackson, Michigan 49203. (Contingent upon receipt of proper insurance coverage.)
- J. GREAT's May Public Paddle Event:**  
Approve the request from the Grand River Environmental Action Team to conduct their annual GREAT's May Public Paddle Event on Sunday, May 22, 2016, at 10:30 a.m., in Ella Sharp Park. (Proper insurance has been received.)
- K. Summer Reading Kickoff event:**  
Approve the request from the Jackson District Library to conduct their annual Summer Reading Kickoff event on Saturday, June 11, 2016, at 10:00 a.m., on the Carnegie Library grounds. (Proper insurance coverage has been received.)
- L. Star Wars vs. Star Trek...You Decide!**  
Approve the request from the Jackson District Library to conduct their first annual Star Wars vs. Star Trek...You Decide event on Friday, August 19, 2016, at 6:30 p.m., on the Carnegie Library grounds. (Contingent upon receipt of proper insurance coverage.)

- M. Annual Grand River Clean-up:**  
Approve the request from the Grand River Environmental Action Team (GREAT) to conduct their Annual Grand River Clean-up on Saturday, September 10, 2016, at 9:00 a.m., at the Consumers Energy's Amphitheatre. (Proper insurance coverage has been received.)
- N. Traffic Control Orders 2207, 2208, 2209, and 2210:**  
Approve Traffic Control Orders 2207, 2208, 2209, and 2210 to convert Franklin Street between Jackson Street and First Street from one-way westbound to two-way traffic.
- O. CDBG and HOME Financial Statements through February 29, 2016:**  
Receive the Community Development Block Grant (CDBG) and HOME Financial Summaries through February 29, 2016.
- P. Establishment of Public Hearings for Special Assessment Roll Nos. 3381, 3382, and 3383:**  
Establishment of March 29, 2016, at the City Council meeting as the time and place to hold a public hearing on the following Special Assessment Rolls for street construction:
1. Roll No. 3381 for street reconstruction on Van Buren Street from Steward Avenue to Blackstone Street;
  2. Roll No. 3382 for street reconstruction on West Avenue from Bloomfield Boulevard to High Street; and
  3. Roll No. 3383 for street reconstruction on Hamilton Street from Argyle Street to the north end.

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

**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. Public comment was invited. No comments for or against.

- B. Ordinance Amendment - Zoning Ordinance (First Reading):**  
**Recommendation:** Consider an ordinance amending Chapter 28, Section 28-32, City Code, to rezone 1808 Lewis Street from R-1 (One Family Residential) to I-2 (General Industrial), as per the recommendation from the City Planning Commission dated March 14, 2016.

Councilmember Pappin moved to consider the ordinance and move to second reading and final adoption, seconded by Councilmember Dobies. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

**C. PUBLIC HEARING for Proposed Ordinance Amendment - Sign Regulations.**

Public hearing to receive public input on the proposed amendments to the Sign Regulations.

Mayor Jors opened the Public Hearing. Public comment was invited. No comments for or against.

**D. Ordinance Amendment - Sign Regulations (First Reading):**

**Recommendation:** Consider an ordinance amending Chapter 21.5 and Chapter 28, Sec. 28-5 (definitions), Sec. 28-71 (permitted and conditional uses), Sec. 28-130 (nonconforming lots, building, signs, structures and uses of buildings, structures and land), Sec. 28-135 (site plan review procedures and requirements), Sec. 28-145 (conditional uses), Sec. 28-166 (revocable license for signs and/or awnings in the right-of-way), Secs. 28-250 - 28-262 (sign regulations) of the City Code, as per the recommendation from the City Planning Commission dated March 14, 2016.

Councilmember Pappin moved to approve and advance to second reading with three changes. Section N - Table of Sign Standards - Window Signage - subject properties in C-1, C-2, C-3, C-4, I-1, and I-2 be eliminated. Section N, third column, change the word direct to front lit signs, and Temporary Freestanding Residential Yard Signs and Swinging Signs - change sign for two (2) consecutive months to three (3) consecutive months, seconded by Councilmember Dobies. **(Councilmember Dobies)** Amended the motion to include remarks from Councilmember Pappin, to include illumination of the signs and increase from two (2) months to three (3) months., seconded by Councilmember Greer. Voting on the amendment: Votes - Yeas: Councilmembers Greer and Dobies - (2). Nays: Mayor Jors, Councilmembers Robinson, Dancy, Pappin, and Frounfelker. (5). **(Amendment)** Motion failed. Vote on main motion: Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

**OTHER BUSINESS:**

**A. Ordinance Amendment - Zoning Ordinance (Second/Final Reading).**

**Recommendation:** Final adoption of Ordinance No. 2016-04, 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 Greer, seconded by Councilmember Dobies for final adoption. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

**B. Ordinance - Public Arts Commission (Second Reading).**

**Recommendation:** Final adoption of Ordinance No. 2016-05, 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 Pappin for final adoption. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

**C. Resolution - Amending CDBG Budget for FY 2013/2014 and FY 2015/2016.**

**Recommendation:** Approve a resolution to amend the Community Development Block Grant budget for fiscal years 2013/2014 and 2015/2016 allocating unbudgeted program income for eligible special assessment relief.

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

**D. Resolution - Amending CDBG Budget for FY's 2013/2014, 2014/15, and 2015/2016.**

**Recommendation:** Approve the resolution amending the Community Development Block Grant (CDBG) grant budgets for fiscal years 2013/2014 (Year 39), 2014/2015 (Year 40), and 2015/2016 (Year 41) to reallocate unutilized funds from Administration/Planning, Tree Planting, Historic Preservation, and program income to the Downtown Investor-Owned Rehabilitation Program in the amount of \$195,212.00.

Motion was made by Councilmember Dobies, seconded by Councilmember Greer to approve the resolution amending CDBG

budgets. Votes - Yeas: Mayor Jors, Councilmembers Robinson, Dancy, Greer, Pappin, Frounfelker, and Dobies (7). Nays: none. Motion carried.

**NEW BUSINESS:**

- A. Resolution - Consumers Energy Standard Streetlighting Contract.**  
**Recommendation:** Approve the Resolution for Changes to Consumers Energy Streetlighting Contract, and authorize the Mayor and City Treasurer/Clerk to sign the appropriate documents.

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

- B. Resolution - West Avenue Street Construction.**  
**Recommendation:** Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for street construction on West Avenue from Michigan Avenue to Wildwood, and from Ganson Street to North Street, and authorize the Mayor and City Treasurer/Clerk to execute the appropriate documents.

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

- C. Jackson County Drain Commissioner Invoice - Storm Water.**  
**Recommendation:** Approve payment of an invoice from the Jackson County Drain Commissioner for Jackson Urbanized Area Phase II Implementation Assistance, in the amount of \$14,306.59, in accordance with the recommendation of the City Engineer.

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

- D. Wastewater Treatment Service Agreement Extensions.**  
**Recommendation:** Approve the Wastewater Treatment Service Agreement Extensions between the City of Jackson and its Township customer communities.

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

**E. WWTP Purchase Request – Return Activated Sludge Pump.**

**Recommendation:** Approve the purchase of a new Flygt brand submersible dry pit pump from Kennedy Industries, Wixom, in the amount of \$30,410.00 for the Wastewater Treatment Plant.

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

**F. 2016 Parks, Recreation & Cemeteries Department Spring and Summer Adult Programs.**

**Recommendation:** Approve the current Parks, Recreation, and Cemeteries Spring and Summer Adult Programs for 2016.

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

**G. 2016 As Needed Materials Testing Services Contract.**

**Recommendation:** Approve the award of the 2016 As Needed Materials Testing Services Contract to Professional Service Industries, Inc., Lansing, in the estimated amount of \$131,243.50, and authorize the Mayor and City Treasurer/Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

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

**H. Contract for Engineering and Design of Fourth Street and Trail Project.**

**Recommendation:** Award the Fourth Street and Trail Design and Engineering contract to Mannik & Smith Group, Inc., Monroe, for \$179,587.82, and authorize the Mayor and City Treasurer/Clerk to execute the appropriate document(s).

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

**I. Contract for Engineering and Design of Kibby Road - West Avenue to City Limits.**

**Recommendation:** Award the Kibby Road Design and Engineering contract to Mannik & Smith Group, Inc., Monroe, for \$89,615.00, and authorize the Mayor and City Treasurer/Clerk to execute the appropriate document(s).

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

**J. Safer Grant Application.**

**Recommendation:** Authorize the City Manager to apply for a Staffing for Adequate Fire & Emergency Response (SAFER) Grant through FEMA.

Motion was made by Councilmember Pappin, seconded by Councilmember Greer to authorize. 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 7:35 p.m.