



CITY COUNCIL MEETING MINUTES

April 24, 2018

CALL TO ORDER:

The Jackson City Council met in regular session in the City Hall and was called to order at 6:30 by Mayor Derek J. Dobies.

PLEDGE OF ALLEGIANCE AND INVOCATION:

The Council joined in the Pledge of Allegiance. Invocation was given by Second Ward City Councilmember Freddie Dancy.

ROLL CALL:

Present: Mayor Derek J. Dobies, Councilmembers Arlene Robinson, Freddie Dancy, Jeromy Alexander, Craig Pappin, Andrew R. Frounfelker, and Colleen Sullivan.

Absent: none.

Also present: City Manager Patrick Burtch, City Attorney Bethany Smith, City Assessor Jason Yoakam, Director of Neighborhood and Economic Operations Jennifer Morris, Assistant City Manager/Operations Jonathan Green, City Engineer Jon Dowling, Director of Police and Fire Services Elmer Hitt,

ADOPTION OF AGENDA:

Motion was made by Councilmember Frounfelker, seconded by Councilmember Pappin to adopt the agenda with Item 10A removed and tabled indefinitely. Motion was made by Councilmember Alexander to move Citizen Comment to the item before New Business. The motion died from lack of support. Councilmember Pappin called for the vote on the main motion. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, and Sullivan (7). Nays: none. Motion carried.

NEW BUSINESS:

- A. **Bond Authorizing Resolution for the 2018 Capital Improvement Bonds.**
Recommendation: Adopt a Resolution authorizing issuance of 2018 Capital Improvement Bonds (Limited Tax General Obligation).

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

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

PRESENTATIONS/PROCLAMATIONS: None

PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:

- A. CDBG and HOME Financial Summaries through March 31, 2018.**
Accept and place on file the Community Development Block Grant (CDBG) and HOME Financial Summaries through March 31, 2018.
- B. City Summary of Revenue and Expenditures:**
Accept and place on file the City of Jackson's summary of revenue and expenditures for nine (9) months ended, March 31, 2018.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Pappin to accept and place on file items A and B. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried

CONSENT CALENDAR:

- A. Minutes of the Regular Meeting of April 10, 2018:**
Approve the minutes of the regular City Council meeting of April 10, 2018.
- B. Jackson Housing Commission Resignation:**
Receipt with regret the resignation of Daniel P. Greer from the Jackson Housing Commission.
- C. 2018 Jackson City Trail Ride:**
Approve a request from James Farr to conduct the 2018 Jackson City Trail Ride event on May 5, 2018, at 10 a.m., starting at the Martin Luther King, Jr., Center.
- D. Spring Fling Event:**

Approve a request from Sisters 1 to conduct their Spring Fling event on Saturday, May 19, 2018, at 11 a.m., at Kiwanis Park.

- E. Aux SUVCW Austin Blair #7 Luminaries:**
Approve a request from Aux Sons Union Veterans Civil War #7 to conduct their Aux SUVCW Austin Blair #7 Luminaries event on May 27, 2018, at 11 a.m. to May 29, 2018, at 11 a.m., at Mount Evergreen Cemetery.
- F. Annual Memorial Day Procession and Ceremony:**
Approve a request from Jackson County Veteran's Council to conduct their annual Memorial Day Procession and Ceremony event on Monday, May 28, 2018, from 10 a.m. to 12 p.m., in downtown Jackson.
- G. Paws in the Park:**
Approve a request from Cascades Humane Society to conduct their Paws in the Park event on Saturday, June 2, 2018, from 9 a.m. to 2 p.m., at Cascades Falls Park.
- H. Juneteenth:**
Approve a request from Jackson College Multicultural Affairs to conduct its 8th Annual Juneteenth event on Saturday, June 16, 2018, from 9 a.m. to 10 p.m., at the CP Federal City Square and Horace Blackman Park.
- I. Wyngaert Wedding Ceremony:**
Approve a request from Bill Wyngaert to conduct his Wyngaert Wedding Ceremony event on Saturday, June 16, 2018, from 2 p.m. to 4 p.m., at the Consumers Energy 1 Amphitheater.
- J. Independence Day Celebration:**
Approve a request from Jackson County Parks Department to conduct their annual Independence Day Celebration event on Tuesday, July 3, 2018, from 9 a.m. to 11 p.m., at Cascades Falls Park.
- K. Hot Air Jubilee:**
Approve a request from Jackson Hot Air Jubilee to conduct their annual Hot Air Jubilee starting on July 20, 2018, at 8 a.m., until July 21, 2018, at 6 p.m., in Ella Sharp Park.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Robinson to approve the consent calendar as presented. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

OTHER BUSINESS:

A. Resolution to Establish Rules for Public Comments.

Recommendation: Approve a resolution to establish rules for Public Comment at City Council meetings. (Postponed at April 24, 2018 City Council meeting.)

Item was removed and tabled indefinitely as part of the motion to adopt the agenda.

NEW BUSINESS:

A. Resolution for Application for Local Bridge Program Funding - Preventative Maintenance Bridge over Sparks Pond and Four Bridges over the Grand River.

Recommendation: Approve a resolution for application to the Michigan Department of Transportation (MDOT) for Local Bridge Program Funding, authorize the City Clerk to execute the resolution, and authorize the City Engineer to file an application for Preventative Maintenance on five bridges in the City.

Motion was made by Councilmember Sullivan, seconded by Councilmember Frounfelker to approve the resolution for Local Bridge Program Funding preventative maintenance bridge over sparks pond and four bridges over the Grand River. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

B. Resolution for Local Bridge Program Funding - High Street Bridge Over The Grand River.

Recommendation: Approve a resolution for application to the Michigan Department of Transportation (MDOT) for Local Bridge Program Funding, authorize the City Clerk to execute the resolution, and authorize the City Engineer to file an application for the E. High Street Bridge over the Grand River.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Robinson to approve the program for the High Street Bridge. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

C. Resolution for Local Bridge Program Funding - E. Washington Street Bridge over the Grand River.

Resolution: Approve a resolution for application to the Michigan Department of Transportation (MDOT) for Local Bridge Program Funding, authorize the City Clerk to execute the resolution, and authorize the City Engineer to file an application for the E. Washington Street Bridge over the Grand River.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Sullivan to approve the program funding for the E. Washington Street. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

D. Funding Letters for Pension Systems.

Recommendation: Receive the actuarial valuations as of June 30, 2017, for the Act 345 Policemen's & Firemen's Retirement Plan, the Employees Retirement System and the Policemen's and Firemen's Retirement System, and approve the actuarial funding necessary for the fiscal year 2018-2019.

Motion was made by Councilmember Sullivan, seconded by Councilmember Dancy to approve the funding letters for the pension system to receive the actuarial valuations. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

E. Ordinance Amendment to Rezone 212 E. Biddle Street. (First Reading)

Recommendation: Consider an Ordinance amending Chapter 28, Section 28-32, City Code, to rezone 212 E. Biddle Street from R-3 (Multiple Family Residential) to R-4 (High Density Apartment and Office). (City Planning Commission recommends approval.)

Motion was made by Councilmember Frounfelker, seconded by Councilmember Sullivan to approve the rezoning of 212 E. Biddle Street. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

F. Ordinance Allowing Up To Two Alternate Members To The Jackson Board of Review. (First Reading)

Recommendation: Consider an Ordinance to allow up to two alternate members to the City of Jackson's Board of Review.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Sullivan to approve the first reading of the ordinance. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

G. Amendment 12 to the 2014 Major Street Design and Engineering Contract.

Recommendation: Approve Amendment 12 to the 2014 Major Street Design and Engineering contract with Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, MI, at a not-to-exceed cost of \$67,700.00, and authorize the City Manager and City Engineer to sign the appropriate document.

Motion was made by Councilmember Sullivan, seconded by Councilmember Frounfelker to support Amendment 12 to the 2014 Major Street Design and Engineering Contract. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Alexander, Pappin, Frounfelker, Sullivan (6). Nays: Councilmember Dancy (1). Motion carried.

H. Amendment 1 to the 2018 Engineering for Lighting Improvements on Morrell Street Contract.

Recommendation: Approve Amendment 1 to the 2018 Engineering for Lighting Improvements on Morrell Street contract with Hubbell, Roth & Clark, Inc. (HRC), Bloomfield Hills, at a not-to-exceed cost of \$52,170.00, and authorize the City Manager and City Engineer to sign the appropriate document.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Sullivan to approve the engineering lighting improvements on Morrell Street Contract. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Pappin, Frounfelker, Sullivan (5). Nays: Councilmembers Dancy and Alexander (2). Motion carried.

I. Contract for Water and Wastewater Treatment Plants Lawn Care.

Recommendation: Award a contract to ABC Lawn Maintenance and Snowplowing, Jackson, for lawn care maintenance of the Water and Wastewater Treatment Plant properties at a cost of \$32,060.00.

Motion was made by Councilmember Sullivan, seconded by Councilmember Dancy to approve the contract for Water and Wastewater Treatment Plants for lawn care. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

J. Parks, Recreation and Cemeteries Department's Ella Sharp Park Golf Course Irrigation System Contract.

Recommendation: Approve the City of Jackson Parks, Recreation and Cemeteries Department's Ella Sharp Park Golf Course irrigation system contract to Spartan Distributors Irrigation Division, Sparta, Michigan, at a total cost of \$222,954.11.

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

K. Parks, Recreation and Cemeteries Department's Ella Sharp Park Golf Course Pump House Components Replacement Bid.

Recommendation: Approve the City of Jackson Parks, Recreation and Cemeteries Department's Ella Sharp Park Golf Course Pump House Components Replacement bid to Control Dynamics, Inc., Hudsonville, Michigan, in the amount of \$30,990.00.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Sullivan to approve the contract for the pump house. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

L. Allocation of CDBG and HOME Funds for Fiscal Year 2018-2019

Recommendation: Confirm funding allocations for the 2018-2019 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) grants as determined by City Council, and receive and respond to any oral or written communication regarding the Annual Action Plan.

Motion was made by Councilmember Sullivan, seconded by Councilmember Frounfelker to approve the allocation of CDBG and HOME funds for Fiscal Year 18-19. Votes - Yeas: Mayor Dobies, Councilmembers Pappin, Frounfelker, Sullivan (4). Nays: Councilmembers Robinson, Dancy, and Alexander (3). Motion carried.

M. Resolution - State of Michigan Department of Environmental Quality Pilot Drinking Water Infrastructure Grant.

Recommendation: Approve a resolution naming Todd Knepper, Director of Public Works, the authorized representative for the State of Michigan Department of Environmental Quality Pilot Drinking Water Infrastructure Grant.

Motion was made by Councilmember Sullivan, seconded by Councilmember Dancy to support the resolution on the State of Michigan Department of Environmental Quality Pilot Drinking Water Infrastructure Grant naming Todd Knepper, Director of Public Works as the authorized representative. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

N. Resolution Amending the Special Assessment Policy.

Recommendation: Adopt the proposed resolution amending the Special Assessment Policy.

Motion was made by Councilmember Frounfelker, seconded by Councilmember Sullivan to approve. After some discussion Councilmember Frounfelker called the question. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Alexander, Pappin, Frounfelker, Sullivan (6). Nays: Councilmember Dancy (1). Motion carried.

O. Proposed Employment Contract for the City Clerk.

Recommendation: Consider the proposed employment contract for the City Clerk.

Motion was made by Councilmember Sullivan, seconded by Councilmember Robinson to amend the contract paragraph two that says that the term is indefinite. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

Motion was made by Councilmember Sullivan, seconded by Councilmember Robinson to approve the proposed contract for the City Clerk as amended. After some discussion Councilmember Frounfelker called the question. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Pappin, Frounfelker, Sullivan (6). Nays: Councilmember Alexander (1). Motion carried.

EXECUTIVE SESSION:

Motion was made by Councilmember Pappin, seconded by Councilmember Robinson to move to executive session. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Frounfelker, Sullivan (6). Nays: Councilmember Pappin (1). Motion carried.

RETURN TO OPEN SESSION:

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

CITY COUNCILMEMBERS' COMMENTS:

Mayor Dobies, Councilmembers Robinson, Alexander, and Sullivan offered comments. Councilmembers Dancy, Pappin, and Frounfelker declined to offer comments.

MANAGER'S COMMENTS:

City Manager Patrick Burtch offered no comments.

ADJOURNMENT:

No further business being offered, a motion was made by Councilmember Dancy, seconded by Councilmember Frounfelker to adjourn. Mayor Dobies adjourned the meeting at 8:04 p.m.



SPECIAL CITY COUNCIL MEETING MINUTES

May 1, 2018

CALL TO ORDER:

The Jackson City Council met in special session in the City Hall and was called to order at 5:31 p.m. by Mayor Derek J. Dobies.

ROLL CALL:

Present: Mayor Derek J. Dobies, Councilmembers Arlene Robinson, Freddie Dancy, Jeromy Alexander, Craig Pappin, Andrew R. Frounfelker, and Colleen Sullivan
Absent: none.

Also present City Manager Patrick Burtch, City Attorney Bethany Smith, City Clerk Andrea Muray, Director of Finance Phil Hones, City Engineer Jon Dowling, and Director of Public Works Todd Knepper.

ADOPTION OF AGENDA:

Motion was made by Councilmember Pappin, seconded by Councilmember Frounfelker to adopt the agenda. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

CITIZEN COMMENTS:

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

FISCAL YEAR 2018-2019 BUDGET WORKSHOP:

City Manager Patrick Burtch provided Council with an overview of the budget. Staff was on hand to answer Council's questions.

ADJOURNMENT:

No further business being offered a motion to adjourn was made by Councilmember Pappin, seconded by Councilmember Alexander. Mayor Dobies adjourned the meeting at 7:38 p.m.

May 1, 2018



SPECIAL CITY COUNCIL MEETING MINUTES

May 10, 2018

CALL TO ORDER:

The Jackson City Council met in special session in the City Hall and was called to order at 5:32 p.m. by Mayor Derek J. Dobies.

ROLL CALL:

Present: Mayor Derek J. Dobies, Councilmembers Arlene Robinson, Freddie Dancy, Jeromy Alexander, Craig Pappin, and Andrew R. Frounfelker. Councilmember Colleen Sullivan arrived after the initial roll call. Absent: none.

Also present: City Manager Patrick Burtch, City Attorney Bethany Smith, City Clerk Andrea Muray, Director of Police and Fire Services Elmer Hitt, Director of Neighborhood and Economic Operations Jennifer Morris, City Engineer Jon Dowling, Director of Finance Phil Hones, Deputy Director of Fire Services David Wooden.

ADOPTION OF AGENDA:

Motion was made by Councilmember Pappin, seconded by Councilmember Frounfelker to amend Item 4A to from FY 2017-2018 to FY 2018-2019. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker (6). Nays: none. Abst: Councilmember Sullivan (1). Motion carried.

Motion was made by Councilmember Pappin, seconded by Councilmember Frounfelker to adopt the agenda was amended. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker (6). Nays: none. Abst: Councilmember Sullivan (1). Motion carried.

PUBLIC HEARING.

- A. Public Hearing - FY 2018-2019 Proposed Budget:**
Public hearing on the City's fiscal year 2017-2018 proposed budget

Citizen comments regarding the proposed budget were heard and the meeting continued.

May 10, 2018

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

NEW BUSINESS:

A. 2018-2019 One-Year Action Plan, and Resolution of Certification.

Recommendation: Approve submission of the 2018-2019 One-Year Action Plan, adopt the Resolution of Certifications, and authorize the Mayor to sign Form SF-424, the Certifications, and any other documents required for submittal of the One-Year Action Plan to HUD and subsequent release of funds.

Motion was made by Councilmember Pappin, seconded by Councilmember Frounfelker to approve Item 6A as read. Votes - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Pappin, Frounfelker, Sullivan (7). Nays: none. Motion carried.

ADJOURNMENT:

No further business being offered a motion to adjourn was made by Councilmember Pappin, seconded by Councilmember Robinson. Mayor Dobies adjourned the meeting at 6:08 p.m.