



**CITY COUNCIL MEETING MINUTES**  
March 7, 2023

**CALL TO ORDER:**

The Jackson City Council met in regular session in Council Chambers and was called to order at 6:30 p.m. by Vice Mayor Arlene Robinson.

**PLEDGE OF ALLEGIANCE AND INVOCATION:**

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

**ROLL CALL:**

Present: Vice Mayor/First Ward Councilmember Arlene Robinson, Second Ward Councilmember Freddie Dancy, Third Ward Councilmember Angelita Gunn, Fourth Ward Councilmember Laura Dwyer Schlecte, Fifth Ward Councilmember Karen Bunnell, and Sixth Ward Councilmember Will Forgrave.

Absent: Mayor Daniel Mahoney.

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Director of Parks and Recreation Kelli Hoover, Chief Equity Officer John Willis, Director of Police and Fire Services Elmer Hitt, Director of Community Development Shane LaPorte, and City Engineer Jon Dowling.

**ADOPTION OF AGENDA:**

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to adopt the agenda. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**PRESENTATIONS/PROCLAMATIONS:** none.

**PUBLIC HEARINGS:**

**6.1 Transition to Even Number Year Elections for City Offices**

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to open the public hearing on transitioning to even number year election for City offices. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

Peter Bormuth spoke in favor of the change.

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to close the public hearing. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**6.2 Citizen Comment on the City's HOME-ARP Draft Allocation Plan**

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to open the public hearing for citizen comment on the City's HOME-ARP Draft Allocation Plan. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

Toby Berry, William Hastings, John King, and Peter Bormuth spoke during the public hearing.

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to close the public hearing. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**6.3 State of Michigan Department of Natural Resources Trust Fund Grant Application for MLK Equality Trail project from the County's Kibby Road Trail entrance to Weatherwax Road**

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to open the public hearing on the State of Michigan Department of Natural Resources Trust Fund Grant Application for MLK Equality Trail Project from the County's Kibby Road Trail to Weatherwax Road. Vote - Yeas: Vice

Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

*No comments were provided by the public during the hearing.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to close the public hearing. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

### **CITIZEN COMMENTS:**

Citizen comments were heard and the meeting continued.

### **PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:**

#### **8.1 City of Jackson, Michigan Financial Statements as of and for the 7 Months Ended January 31, 2023**

Motion was made by Councilmember Forgrave, seconded by Councilmember Dancy to accept and place on file the City of Jackson, Michigan Financial Statements as of and for the 7 months ended January 31, 2023. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

#### **8.2 Environmental Commission Minutes for 01-18-23 Meeting**

Motion was made by Councilmember Bunnell, seconded by Councilmember Gunn to accept and place on file the Environmental Commission Minutes for the 1/18/23 meeting. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

### **CONSENT CALENDAR:**

#### **9.1 Minutes of the Regular Meeting of February 21, 2023**

*Approve the minutes of the regular meeting of February 7, 2023.*

#### **9.2 Revocable License City Crepes**

*Approve a Revocable License for City Crepes for the installation of a building mounted blade sign within the Jackson Street public right-of-way at 145 N. Jackson Street and authorize the Mayor and City Clerk to execute the appropriate document(s).*

### 9.3 Special Event Application: Shamrock Shuffle

*Approve a request from YMCA to host the Shamrock Shuffle 5k on March 17, 2023 in downtown Jackson.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the consent calendar. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

### OTHER BUSINESS:

#### 10.1 City Homeless Efforts - Winter Sheltering of the Unhoused

An update of the City's homeless efforts was provided.

### NEW BUSINESS:

#### 11.1 East Pipe Gallery Contract Amendment 2

**Recommendation:** *Approve Amendment 2 to the Engineering and Project Administration, East Pipe Gallery Improvements Contract with Fishbeck of Lansing, MI, at a not-to-exceed cost of \$187,000 and authorization for the City Manager and Director of Public Works to sign the appropriate document.*

Motion was made by Councilmember Forgrave, seconded by Councilmember Schlecte to approve Amendment 2 to the Engineering and Project Administration East Pipe Gallery Improvements Contract with Fishbeck of Lansing, MI, at a not-to-exceed cost of \$187,000 and authorize the City Manager and Director of Public Works to sign the appropriate document. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

#### 11.2 Myrtle Lift Station Contract Amendment 2

**Recommendation:** *Approve Amendment 2 to the Engineering and Project Administration, Myrtle Street Lift Station Upgrades Contract with Fishbeck of Lansing, MI, at a not-to-exceed cost of \$209,000 and authorization for the City Manager and Director of Public Works to sign the appropriate document.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to approve Amendment 2 to the Engineering and Project Administration, Myrtle Street Lift Station Upgrades Contract with Fishbeck of Lansing, MI, at a not-to-exceed cost of \$209,000 and authorize the City Manager and Director of Public Works to sign the appropriate document. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte,

Bunnell, and Forgrave (6). Nays: none. Motion carried.

**11.3 City-Owned, H4HH/MSHDA & Grounds Maintenance Mowing Contract Renewal 2023**

**Recommendation:** *Renew the contract for City Owned (Division 1), H4HH/MSHDA (Division 2) lot mowing and Grounds Maintenance (Division 3) for the 2023 season to the lowest responsible bidder, Alpha & Omega Construction. Alpha & Omega Construction has performed mowing services for the City of Jackson for the last several seasons and has proven their ability to conduct the work in an acceptable fashion. This would be their third renewal (4th & final year of current contract).*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the City-Owned, H4HH/MSHDA & Grounds Maintenance Mowing Contract Renewal 2023. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**11.4 Private Lot Mowing contract extension for the 2023 mowing season**

**Recommendation:** *Extend the contract for as-needed Private Lot Mowing for the 2023 season to the lowest qualified bidder to enforce the Noxious Weed Ordinance. Elysian Landscape was the lowest qualified bidder awarded the contract in 2019 and as of October of 2022, completed that 4 year contract. This would be a one year extension of that contract at all original bidding costs. During the 2022 season based on the parcel size unit prices, Elysian Landscape was paid \$57,211.00. All work performed was charged back to the property owners.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to extend the contract for as-needed private lot mowing for the 2023 season to the lowest qualified bidder to enforce the Noxious Weed Ordinance. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**11.5 Decertify a Street with MDOT**

**Recommendation:** *Approve a resolution to decertify McKay Street with the Michigan Department of Transportation (MDOT) and authorize the Mayor and City Clerk to execute the resolution.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve a resolution to decertify McKay Street with the Michigan Department of Transportation (MDOT) and authorize the Vice Mayor and City Clerk to execute the resolution. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**11.6 MDOT Contract Resolution for Brown Street**

**Recommendation:** *Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for Brown Street from Morrell Street to Michigan Avenue, and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Gunn to approve a resolution enter into a contract with the Michigan Department of Transportation for work on Brown Street from Morrell Street to Michigan Avenue. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**11.7 Property trade between the City of Jackson and Habitat for Humanity**

**Recommendation:** *Approve the trade of City owned residential property identified at 503 Bates St. (PIN no. 8-118200000) to Habitat for Humanity for residential property owned by Habitat for Humanity identified at 104 W. Mason St. (PIN no. 4-013000000) and 102 W. Mason (PIN no. 4-013100000)*

Motion was made by Councilmember Bunnell, seconded by Councilmember Gunn to approve the trade of City owned residential property identified at 503 Bates St. to Habitat for Humanity for residential property owned by Habitat for Humanity at 104 W. Mason and 102 W. Mason. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**11.8 Letter of Intent for the sale of City Owned Property - 971 N. West Ave**

**Recommendation:** *Approve the Letter of Intent from Lormax Stern to purchase city owned property located at 971 N. West Ave and authorize the City Manager and City Attorney to create the Property Transfer Agreement to complete the sale of the property.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to authorize the City Manager and City Attorney to engage both parties and seek the highest and best offer from both parties and come back at the March 21 meeting with a letter of intent. Vote - Yeas: Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, Bunnell, and Forgrave (6). Nays: none. Motion carried.

**CITY COUNCILMEMBER’S COMMENTS:**

Vice Mayor Robinson, and Councilmembers Dancy, Schlecte, Bunnell, and Forgrave all offered comments. Councilmember Gunn declined to offer comments.

**MANAGER’S COMMENTS:**

City Manager Jonathan Greene declined to offer comments.

**ADJOURNMENT:**

No further business being offered, a motion to adjourn was made by Councilmember Dancy, seconded by Councilmember Schlecte. Vote was done by voice with all in favor. Vice Mayor Robinson adjourned the meeting at 8:20 p.m.