



## CITY COUNCIL MEETING

May 11, 2021

### **CALL TO ORDER:**

The Jackson City Council met virtually, in accordance with City of Jackson Resolution No. 2021-17 and State and Federal guidelines designed to mitigate the spread of COVID-19, and was called to order at 6:31 p.m. by Mayor Derek J. Dobies.

### **PLEDGE OF ALLEGIANCE AND INVOCATION:**

Council joined in the Pledge of Allegiance. Invocation was given by Fifth Ward Councilmember Karen Bunnell in which she encouraged peace surrounding the matters that comes before Council.

### **ROLL CALL:**

Present: Mayor Derek Dobies attended remotely from Jackson, MI; Vice Mayor Arlene Robinson attended remotely from Jackson, MI; 2<sup>nd</sup> Ward Councilmember Freddie Dancy attended remotely from Lansing, MI; 3<sup>rd</sup> Ward Councilmember Jeromy Alexander attended remotely from Jackson, MI; 4<sup>th</sup> Ward Councilmember Laura Dwyer Schlecte attended remotely from Jackson, MI; 5<sup>th</sup> Ward Councilmember Karen Bunnell attended remotely from Jackson, MI; and 6<sup>th</sup> Ward Councilmember Will Forgrave attended remotely from Jackson, MI.

Absent: none.

Also present: City Manager Jonathan Green, City Assessor Jason Yoakam, City Attorney Matthew Hagerty, City Clerk Andrea Muray, Director of Neighborhood and Economic Operations Shane LaPorte, Director of Finance Phil Hones, Director of Public Works Mike Osborn, Director of Police and Fire Service Elmer Hitt, Director of Parks and Recreation Kelli Hoover, Downtown Development Authority Director Cory Mays, City Engineer Jon Dowling, and Public Information Officer Aaron Dimick.

**ADOPTION OF AGENDA:**

Motion was made by Councilmember Alexander, seconded by Vice Mayor Robinson to adopt the agenda.

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to amend the agenda to add Confidential Memo from the City Attorney under New Business. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

Vote was taken on the main motion as amended. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**PRESENTATIONS/PROCLAMATIONS:**

**A. Virtual presentation on both the water and sewer rate studies by Baker Tilly Municipal Advisors, LLC**

Andy Campbell from Baker Tilly presented the water and sewer rate studies.

**B. NEO Presentation**

Director of Neighborhood and Economic Operations Shane LaPorte presented an analysis of the Non-Owner Occupied Residential Property Registration Program.

Motion was made by Mayor Dobies, seconded by Councilmember Alexander to direct the City Manager to work with the City Attorney’s Office to present a new draft ordinance reflective of the following changes to Chapter 14: 1. Changing the 2 year registration to a 3 year cycle under Article I of the Non-Owner Occupied Residential Property Registry, 2. Adding language that ensures family members who are residing in a unit owned by a family member without rent are exempted from the provisions of NOORPR provided that they annually provide an affidavit to NEO attesting to their status as an immediate family member that is residing in the unit rent free, 3. To change the two year registration cycle to a three year registration cycle under Article VI of the foreclosed, vacant, and abandoned property registry, 4. To remove the stipulation of residential from Article VI to treat both commercial and residential real properties as the same perspective to the foreclosed, vacant, and abandoned property registry, 5. That the draft ordinance further reinstates the provisions around the abatement of rent for those units not in compliance with NOORPR, 6. That the City Manager bring back, pursuant to all of this and anticipating potential discussions in June and July that the City Manager be directed to bring to the July 13 City Council Meeting a new draft of fee resolutions establishing new flat rates for NOORPR and for registering inspections costs pursuant to the cost of the programs under the 3 year registry including any applicable tenant and investor oriented

educational programming costs and that those fees ensure that the perspective program are cost mutual to the General Fund or more specifically the Building Department Fund and Code Enforcement Funds. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Bunnell, and Forgrave (6). Nays: none. Abstain: Councilmember Schlecte.

## **PUBLIC HEARINGS:**

### **Recess as a City Council and Convene as a Board of Review**

Motion was made by Councilmember Bunnell, seconded by Councilmember Alexander to recess as a City Council and convene as a Board of Review. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

#### **A. Confirmation of Special Assessment Roll No. 3422**

*Public Hearing on Special Assessment Roll No. 3422 for street reconstruction and water and sewer main replacement on Morrell Street from Greenwood Avenue to S. Martin Luther King Jr., Drive*

No correspondence was submitted regarding the special assessment roll.

##### **1. Resolution confirming Special Assessment Roll No. 3422**

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to adopt the resolution confirming Special Assessment Roll No. 3422. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

### **Adjourn as Board of Review and Reconvene as City Council**

Motion was made by Councilmember Alexander, seconded by Councilmember Bunnell to adjourn as a Board of Review and reconvene as City Council. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**B. A Public Hearing as required by the State of Michigan for the Clean Water State Revolving Loan with potential principal forgiveness.**

No correspondence was submitted for the public hearing.

1. Resolution adopting a final project plan for wastewater system improvements or NPS pollution control/storm water improvements and designating an authorized project representative.

Motion was made by Councilmember Dancy, seconded by Councilmember Forgrave to approve the resolution adopting a final project plan for wastewater system improvements or NPS pollution control/storm water improvements and designating an authorized project representative. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**C. Public Hearing- FY 2021-2022 Proposed Budget:**

*Public hearing on the City's fiscal year 2021-2022 proposed budget.*

No comments were submitted for the public hearing.

**CITIZEN COMMENT:**

Citizen comments were read into the record by City Clerk Andrea Muray.

**PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:** none.

**CONSENT CALENDAR:**

**A. Minutes of the Regular Meeting of April 27, 2021**

*Approve the minutes of the regular City Council Meeting of April 27, 2021*

**B. Approve Submission of the 2021-2022 Annual Action Plan, Adopt a Resolution of Certifications, and Authorize the Mayor to Sign Required Documents for Submission to HUD**

*Approve submission of the 2021-2022 Annual Action Plan, adopt the Resolution Certifications, and authorize the Mayor to sign Form SF-424, the Certifications, and any other documentation required for submittal of the Annual Action Plan to HUD*

**C. Traffic Control Order 2346**

*Approval of Traffic Control Order 2346 to install "Trucks" and "No Left Turn" signs on Wildwood Avenue at Daniel Road*

- D. Special Event Application for the Junior Achievement Grand Prix**  
*Approve a request from Junior Achievement of the Michigan Edge, Inc. to conduct the Junior Achievement Grand Prix on Friday, August 27, 2021 in downtown Jackson.*
- E. Special Event Application for the Jackson College Cross Country Program's Jackson Rose Run**  
*Approve a request from the Jackson College Cross Country Program to host the Jackson Rose Run on Saturday, June 12, 2021 in Ella Sharp Park*
- F. Special Event Application for the Jackson High School Spring Band Concert**  
*Approve a request from Jackson High School to host their Spring Band Concert on Tuesday, May 18, 2021 at the CP Federal Square and Horace Blackman Park.*
- G. Special Event Application for the Every Heart Ministries Every Heart Night of Worship**  
*Approve a request from Every Heart Ministries to host their Every Heart Night of Worship on Saturday, June 12, 2021 at CP Federal Square and Horace Blackman Park.*
- H. Approve the Jackson Brownfield Redevelopment Authority proposed bylaw amendments**  
*Approve the Jackson Brownfield Redevelopment Authority Bylaw amendments that replace reference to the Community Development Department with the Neighborhood and Economic Operations Department.*
- I. Establishment of Public Hearings for Special Assessment Roll Nos. 4301, 4302, and 4303**  
*Approve the resolutions to establish a public hearing date of June 8, 2021 for the confirmation of special assessment rolls:*  
*Roll No. 4301 – Delinquent Miscellaneous 101 General Fund Accounts Receivable Roll No. 4302–Delinquent Miscellaneous 641 Public Works Fund Accounts Receivable Roll No. 4303 – Delinquent Miscellaneous 251 Housing Code Fund Accounts Receivable*
- J. Local Governmental Unit Approval for Social District Permit**  
*Consideration of a resolution approving the Social District Permit Application for Veritas and Grand River Brewery.*
- K. Corrective Resolution for Special Assessment Roll No. 4297**  
*Approve Corrective Resolution for Special Assessment Roll No. 4297 for delinquent miscellaneous delinquent general fund accounts receivable, confirmed December 8, 2020.*
- L. Corrective Resolution for Special Assessment Roll No. 4298**  
*Approve Corrective Resolution for Special Assessment Roll No. 4298 for delinquent miscellaneous public works accounts receivable, confirmed December 8, 2020.*

**M. Approve the Mayor’s recommendation to appoint Janet Meyer to the Public Arts Commission for a term of 3 years, expiring 5/11/24**

Motion was made by Councilmember Forgrave to approve the consent calendar. Councilmember Schlecte requested Item C be removed for separate consideration and seconded the motion. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Schlecte, seconded by Councilmember Alexander to approve Traffic Control Order 2346 with a request that Engineering brings back a recommendation on language for an additional sign informing trucks so that they don’t travel to the intersection. Vote - Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**OTHER BUSINESS:** none.

**NEW BUSINESS:**

**A. Approve the sale of City Owned properties located at 400 & 404 S. Blackstone Street to Jackson Interfaith Shelter**

**Recommendation:** *Approve the sale of City owned property located at 400 & 404 S. Blackstone to adjacent property owner Jackson Interfaith Shelter. Authorize the City Manager to create the Property Transfer Agreement and any other authorized documents to complete the sale of the property.*

Motion was made by Councilmember Alexander, seconded by Councilmember Bunnell to approve the sale of City owned property located at 400 and 404 S. Blackstone to adjacent property owner Jackson Interfaith Shelter and authorize the City Manager to create the Property Transfer Agreement and any other authorized documents to complete the sale of the property. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**B. Approve the sale of City Owned property located at 109 W. Franklin Street to Greater Jackson Habitat for Humanity**

**Recommendation:** *Approve the sale of City owned property located at 109 W. Franklin Street to adjacent property owner Greater Jackson Habitat for Humanity. Authorize the City Manager to create the Property Transfer Agreement and any other authorized documents to complete the sale of the property.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to approve the sale of City-owned property located at 109 W. Franklin Street to adjacent property owner Greater Jackson Habitat for Humanity and authorize the City Manager to create the Property Transfer Agreement and any other authorized documents to complete the sale of the property. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**C. Contract award for the 2021 Asphalt Pavement Crack Treatment Project**

**Recommendation:** *Approve an award for the 2021 Asphalt Pavement Crack Treatment contract to K&B Asphalt Sealcoating, Inc. of Adrian, Michigan, at a cost of \$19,800.00 and authorization for the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.*

Motion was made by Councilmember Alexander, seconded by Councilmember Schlecte to approve the award for the 2021 Pavement Crack Treatment contract to K&B Asphalt Sealcoating, Inc. of Adrian, Michigan, at the cost of \$19,800 and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**D. Request to adopt a resolution approving the street list as selected for the FY2021 Highway Infrastructure Program (HIP) Funds and the HIP Covid Funds inclusion in the 2020-2023 Transportation Improvement Plan (TIP)**

**Recommendation:** *Adopt a resolution to approve the street list as selected for the FY 2021 Highway Infrastructure Program (HIP) Funds and the HIP Covid Funds inclusion in the 2020-2023 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 Forgrave, seconded by Councilmember Schlecte to adopt a resolution to approve the street list as selected for the FY 2021 Highway Infrastructure Program Funds and the HIP COVID Funds inclusion in the 2020-2023 Transportation Improvement Plan. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**E. Resolution for Approval of a Contract with the Michigan Department of Transportation for Bridge Rehabilitation Work**

**Recommendation:** *Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for Rehabilitation Work on the Denton Road, Trail Street, North Street and Mechanic Street Bridges, and to authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Alexander, seconded by Councilmember Bunnell to approve a resolution to enter into a contract with the Michigan Department of Transportation for rehabilitation work on the Denton Road, Trail Street, North Street, and Mechanic Street Bridges and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**F. Amendment 1 to the 21-002 Major Street Engineering Contract**

**Recommendation:** *Approve Amendment 1 to the 21-002 Major Street Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, MI, at a not-to-exceed cost of \$92,880.00, and authorization for the City Manager and City Engineer to sign the appropriate document.*

Motion was made by Councilmember Alexander, seconded by Councilmember Schlecte to approve amendment 1 to the 21-002 Major Street Engineering contract with Hubbell, Roth & Clark, Inc. of Bloomfield Hills, MI, at a not-to-exceed cost of \$92,880.00 and authorize the City Manager and City Engineer to sign the appropriate document. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**G. Resolution for Approval of a Contract with the Michigan Department of Transportation for Morrell Street, from Greenwood Avenue to Martin Luther King, Jr. Drive, and Authorize the Mayor and City Clerk to Execute the Appropriate Documents**

**Recommendation:** *Approve a resolution to enter into a contract with the Michigan Department of Transportation (MDOT) for street reconstruction on Morrell Street from Greenwood Avenue to Martin Luther King, Jr. Drive, and authorize the Mayor and City Clerk to execute the appropriate documents.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to approve a resolution to enter into a contract with Michigan Department of Transportation for street reconstruction on Morrell Street from Greenwood Avenue to Martin Luther King Jr. Drive and authorize the Mayor and City Clerk to execute the appropriate documents. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**H. Neighborhood Association Recognition Ordinance**

**Recommendation:** *Motion to approve first reading and advance to second reading and final adoption an Ordinance amending Section 8-25 through 8-40 of Article 2, Chapter 8 of the Code of Ordinances of the City of Jackson, Michigan to create a Neighborhood Association Recognition Ordinance that encourages neighbors to actively engage in city affairs, and provide for access to information to help neighborhoods understand local issues and opportunities.*



Motion was made by Mayor Dobies, seconded by Councilmember Alexander to postpone until May 25, 2021. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Alexander, Schlecte, Bunnell, and Forgrave (6). Nays: Councilmember Dancy (1). Motion carried.

**I. Confidential Memo from the City Attorney**

Motion was made by Councilmember Schlecte, seconded by Councilmember Alexander to add the City Attorney Opinion dated May 5, 2021 on the next agenda under Petitions and Communications from City Staff. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**EXECUTIVE SESSION:**

Motion was made by Councilmember Dancy, seconded by Councilmember Bunnell to adjourn to Executive Session to discuss the collective bargaining agreement. Vote – Yeas: Mayor Dobies, Vice Mayor Robinson, Councilmembers Dancy, Alexander, Schlecte, Bunnell, and Forgrave (7). Nays: none. Motion carried.

**RETURN TO OPEN SESSION:**

Motion was made by Councilmember Bunnell, seconded by Councilmember Alexander to return to open session. Vote was done by voice with all in favor.

**CITY COUNCILMEMBER’S COMMENTS:**

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

**MANAGER’S COMMENTS:**

City Manager Jonathan Greene offered comments.

**ADJOURNMENT:**

No other business being offered, a motion to adjourn was made by Councilmember Alexander, seconded by Councilmember Dancy. Vote was done by voice with all in favor. Mayor Dobies adjourned the meeting at 10:07 p.m.