

**CITY OF FENTON COUNCIL PROCEEDINGS**  
**Monday, October 14, 2013**  
**City Hall Council Chambers**  
**301 South LeRoy Street**

Mayor Sue Osborn called the meeting to order at 7:32 PM.

The invocation for the evening was the Lord's Prayer and was followed by the Pledge of Allegiance.

Present: Bland, Grossmeyer, Jacob, King, Lockwood, Osborn, Smith.  
Absent: None  
Others Present: Lynn Markland, City Manager; Chris Patterson, Legal Counsel; Kent Early, Engineer; Rick Aro, Police Chief; Cindy Shane, Treasurer; Daniel Czarnecki, Director of Public Works; Steve Guy, Water Plant Supervisor.

**CITY MANAGER'S REPORT**

Markland reported the following:

- He attended the Community Center Restoration Committee meeting. The committee is finalizing plans for the addition to the community center; colors and materials for the exterior of the building have been selected. The City is continuing to work with the committee to get the project under construction and is awaiting a response from the State Historic Preservation office who is reviewing the changes to the plans.
- Building Inspector Ted Sczepanski has informed the City he will no longer be able to perform inspections. Brad Hissong has found a replacement and this issue will come to the Council at a future meeting.
- The Parks and Recreation Board conducted a clean-up at Strom Park.
- The DPW has completed a repair to the drive at the Fire Hall. The concrete has been scaling in front of the building and needed to be replaced. He commented the DPW did an excellent job on the project.
- He was notified by Genesee County that they received the grant agreement for the demolition of the property at 308 Rose Street.
- He attended the FACT meeting with the Mayor, who represents the City on the Committee. The Committee is preparing to hire/contract with a part-time administrator to help monitor the equipment and manage channel 99. The three school districts have committed to spend \$2,500 each for the position and each municipality will be asked to help pay a portion of their franchise fees for the position. The City's cost is approximately \$3,812. The Committee is requesting a three year commitment for the position. A presentation will be made a future City Council meeting.

**COUNCIL MEMBER COMMENTS**

Grossmeyer thanked the Chamber of Commerce for hosting the 'Meet the Candidates' night. He complimented the Fire Department on the Open House that took place this past weekend.

Lockwood commented that the North Leroy Business District is having a “trunk or treat” event on October 26, 2013 from 1 p.m. – 3 p.m. in VG’s parking lot. She thanked the North Leroy Business District for their support of the holiday lights and stated Jinglefest, and the parade, are scheduled for December 7. She also stated Southern Lakes Parks and Recreation is having a three hour budget session this Wednesday.

Smith stated he attended the Fire Department Open House and it was very nice. He also attended the Fenton Film Series Wednesday night which is a DDA sponsored event and encouraged all to attend. He also stated the Fenton Area Optimist Club will be hosting a “Great Pumpkin Hunt” event this Saturday at the Millpond gazebo and the event is for kids up to ten years old and hopes it will become an annual event.

King stated she attended the ‘Meet the Candidates’ night and wished good luck to all the candidates. She stated the Loose Senior Center meeting was this past Thursday and the projection if everything stays on schedule, is that work will be completed by the end of November/early December. She commented that the lights at the corner of Silver Lake Road and S. Leroy Street were not on and asked if the timer needs to be changed.

Bland stated the Fenton Area Lions Club is having a money raffle on October 24 and tickets are available from any Lions Club member.

## **LEGAL COUNSEL REPORT**

Patterson stated this past week his office worked on the resolution to start the special assessment district process for the Eagles on the Waters Edge street paving project and it is in tonight’s packet. He has also been working with the DDA on details regarding the Cornerstone project.

## **MAYOR’S COMMENTS**

Osborn stated she attended the ‘Meet the Candidates’ night and thanked the Chamber of Commerce for hosting the event.

She inquired about the North Leroy paving project stating there is a section of road she wants to make sure gets re-paved. Czarnecki stated that is by Bly Drive and confirmed it will be milled off before the final coat of asphalt is installed. He stated Genesee County Road Commission has indicated this project will be done by the end of October.

## **PRESENTATION**

Joseph Graves, 51<sup>st</sup> District State Representative, presented City Treasurer Cindy Shane with a Special Tribute from the State of Michigan signed by Governor Rick Snyder, State Senator Jim Ananich and himself commending the City of Fenton for receiving a Certificate of Achievement for 25 years of Excellence in Financial Reporting.

**CITIZEN COMMENTS** – None.

## **CONSENT AGENDA**

Osborn reviewed all items that were on the Consent Agenda.

A motion was made by King and seconded by Smith to approve the consent agenda containing the following items:

- Authorize payment of invoices in the amount of \$192,984.82.

- Approve and place on file the minutes of the July 25, 2013 Planning Commission meeting and the September 9, 2013 and September 23, 2013 City Council meetings.
- Approve renewing membership in the National League of Cities for 2014 at a cost of \$1,563.45.

YEAS: Bland, Grossmeyer, Jacob, King, Lockwood, Osborn, Smith.

NAYS: None.

ABSENT: None. Motion carried by a roll call vote.

### **RESOLUTION 13-11**

Osborn stated this is a resolution to endorse the bond renewal requests for Mott Community College at the November 5, 2013 election.

A motion was made by King and seconded by Bland to adopt Resolution No. 13-11 which endorses the November 5, 2013 Mott Community College bond renewal requests.

YEAS: Grossmeyer, Jacob, King, Lockwood, Osborn, Smith, Bland.

NAYS: None.

ABSENT: None. **RESOLUTION DECLARED ADOPTED**

### **RESOLUTION 13-12**

Markland stated this resolution pertains to the Special Assessment District for road paving in the Eagles on the Waters Edge development. The resolution directs the City Manager to prepare a report for the necessary plans, specifications, cost estimates, length of the improvement, description of the assessment district and such other pertinent information for the City Council's consideration for the Special Assessment District.

A motion was made by Smith and seconded by Jacob to adopt Resolution No. 13-12 as written which directs the City Manager to prepare a Special Assessment District report.

YEAS: Jacob, King, Lockwood, Osborn, Smith, Bland, Grossmeyer.

NAYS: None.

ABSENT: None. **RESOLUTION DECLARED ADOPTED**

## **CORNERSTONE WATERMAIN AND PARKING LOT PROJECT**

### **CONSTRUCTION**

Czarnecki stated part of the agreement between the developer and the Downtown Development Authority (DDA) was that the DDA had to get water and sewer utilities to the site for the building to connect to. Currently there is a water main on Silver Lake Road and one on Caroline Street, but there is not one between the two on Leroy Street. The proposal is to install a line from Caroline Street to Silver Lake Road. Sanitary sewer currently exists on Silver Lake Road. The proposal is to run a line from the manhole on Silver Lake Road to a manhole behind the building for the building to connect. Another part of the development agreement is to provide parking at the site. Currently the developer is using the area where Republic Bank once stood as a staging area for equipment and materials. That area will be a parking lot once it's done being used for staging and the grassy area to the south of the building is also proposed to become a parking lot.

The City, working with its Engineer OHM, put together bid specifications for the project. Bids came in from two contractors to install the two parking lots and utilities, and were:

- Jack Fick Excavating, Swartz Creek \$445,672.00
- CI Contracting, Brighton \$571,409.25

Czarnecki stated because of the time of year, he would like work to get started on installing the water main and sewer line so when the Cornerstone building is ready for utilities, they will be available. He stated the parking lot work most likely would wait until the spring. He is recommending the bid be awarded to Jack Fick Excavating and noted this has already been approved by the DDA.

Grossmeyer asked if this proposed construction can handle the water and sewer needs when/if two more buildings are built.

Czarnecki responded yes. He said the sewer will probably need to be extended, but it should be set up in such a way that it shouldn't be a problem.

King asked if there is any way to install water and sewer lines and then designate to proposed developers that is the point they have to hook in as opposed to tearing up streets for new lines.

Czarnecki stated a line could be put in and the City could say that but there may be a potential added cost to the developer to utilize those lines.

Kent Early from OHM Advisors stated some caveats, as it relates to private development, could be put into place but that it starts to become an issue in terms of what make sense to the developer and the proposed development.

Bland stated there are other alternatives. The City can bore under the road and install leads that way.

A motion was made by Bland and seconded by Smith to approve the bid from Jack Fick Excavating for \$445,672.00 and to authorize the City Manager to sign the contract documents. Motion carried by a voice vote.

## **ENGINEERING**

Czarnecki stated this project will need engineering oversight during construction to make sure everything is done in accordance with the approved plans. The City's Engineers, OHM Advisors have provided a Scope of Services dated August 9, 2013 for a "not-to-exceed" amount of \$40,950.00 for the construction engineering work.

A motion was made by Smith and seconded by Grossmeyer to approve the Cornerstone Development Site Improvements Scope of Construction Services with OHM, as outlined in their scope of services dated August 9, 2013 for a "not-to-exceed" amount of \$40,950.00 and to authorize the City Manager to sign the agreement. Motion carried by a voice vote.

## **MATERIALS TESTING**

Czarnecki stated this project will need materials testing work conducted during the course of the project. This includes testing of the aggregate base, compaction testing, mix design review, testing of concrete and asphalt and providing all necessary reports. He stated OHM Advisors normally hires for this work to be done as part of their construction engineering work, to which they add a mark up. The company they typically use is Schleede Hampton Associates, Inc (SHA). SHA was used during the North Leroy Street project and the City has a good working relationship with them.

Czarnecki is recommending working directly with SHA to reduce the City's cost by handling the billing and stated OHM is supportive of the City handling the billing.

A motion was made by Bland and seconded by Jacob to approve the Cornerstone water main and parking lot project materials testing proposal with Schleede Hampton Associates, Inc. for an amount of \$8,000.00 and authorize the City Manager to sign the agreement. Motion carried by a voice vote.

### **WILDLIFE CONTROL AT WATER TREATMENT PLANT**

Guy stated Wildlife Management and Rescue have been trapping and releasing wildlife for the past three years. He stated progress has been made but there is a large wildlife population this year and this needs to continue.

A motion was made by Smith and seconded by Bland to approve hiring Wildlife Management and Rescue to trap and remove wildlife from the water plant grounds for one year at a cost of \$2,500.00. Motion carried by a voice vote.

### **POLICE DEPARTMENT PURCHASE OF IN-CAR VIDEO SYSTEM**

Aro stated he is requesting authorization to purchase a new, digital in-car video system. The current system is obsolete and is no longer serviced by the manufacturer. Two quotes were obtained and are as follows:

- Watch Guard \$50,180.00
- L3 Communications \$45,840.00

Aro recommends the Watch Guard system for the following reasons:

- The ability to record video 100% of the time the vehicle is in service
- Smaller camera with high definition video
- Upgraded voice recording

Aro stated during the Council work session where this was discussed, it was mentioned about the impact on the budget. He suggested purchasing the equipment through a four year municipal lease to own financing option. The yearly payment would total \$13,362, which is within the budgeted amount for the current year and he will budget for the remaining payments over the next three years. The City would own the system at the end of the lease and this payment option increases the cost of the project by \$3,268.00.

King asked what the interest rate is and if it had been lowered at all. Aro responded the rate was not reduced and it is the same as indicated in his memo at the work session, which is 4.5%.

Markland asked if there is an option to pay the lease off at any time. Aro responded yes.

Smith asked the time frame to have the equipment installed and where is it installed. Aro responded he estimates it will be installed within thirty days and it is installed on-site.

A motion was made by Bland and seconded by Smith to approve the purchase of an in-car video system at a yearly cost of \$13,362.00 for four years. Motion was carried by a voice vote.

### **HIRING OF FULL TIME DISPATCHER FOR CITY OF FENTON 911 DISPATCH**

Aro stated he is requesting authorization to hire a full time dispatcher. He stated there are ongoing problems with retaining trained staff and maintaining staffing levels, in addition to a significantly increased demand for Freedom of Information Act (FOIA) requests have overshadowed advantages of part time staffing.

Aro further stated funding is already approved for a part time position and a reduction in the overtime that is currently necessary to fill vacant shifts will provide a significant percentage of the cost of the request and that revenue received from FOIA requests and other dispatch services to the public could also be reallocated to reduce this expense, but there will still be a balance to cover. He stated dispatchers provide essential services to the community and approving this request will insure the Police Department has well trained, knowledgeable personnel available at all times.

A motion was made by Smith and seconded by King to approve the police department staffing request for a full-time dispatcher. Motion was carried by a voice vote.

**CALL TO THE AUDIENCE** – None

Meeting was adjourned at 8:18 PM.

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Mayor Sue Osborn

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City Clerk, Renee Wilson

Date approved: November 11, 2013