

CITY OF FENTON COUNCIL PROCEEDINGS
WORK SESSION
Tuesday, January 3, 2006
City Hall Conference Room
301 South Leroy Street

Meeting was called to order at 7:30 PM by Mayor Osborn.

Present: Angeluski, Hammond, King, Moffitt, North, Osborn, Rauch.

Absent: None.

Others Present: Michael Senyko, City Manager; George Hubbell and John Booth, Hubbell Roth & Clark; Abe Munfukh; Patricia Lockwood and Robert Burek, Cultural Center; Dale Keipert, Creative Web Spinner.

ENGINEERING SERVICES

Senyko introduced George Hubbell and John Booth from Hubbell, Roth and Clark, the firm recommended by the selection committee to be the new City engineers. He briefly described the bidding and selection process, noting that HRC received 188 points in the selection process out of a possible 250. He went on to explain that the firm can accommodate most of the City's subcontracting needs. HRC has grant experience and extensive water and sewer capabilities.

Senyko thanked all the members of the selection committee for their involvement and input in reviewing the seventeen submitted bids.

George Hubbell reported he will be the principal on the City's account, and John Booth will be the main on-site contact. Hubbell reported HRC is a Michigan based consulting firm in its 90th year in business. The firm has 240 employees, and is known as a multi-disciplinary firm with separate departments in the engineering field, along with a large field services department and their own testing lab. John Booth expressed his hope for a seamless transition process from the old engineering firm.

King inquired about HRC's familiarity with Fenton and what the potential cost of the transition would be. She was assured that the transition should go smoothly with the help and input from Les Bland and Abe Munfukh. Hubbell went on to explain that there will be a definite learning curve, however their firm is experienced in entering this type of situation. He then reviewed the company's fee schedule, noting there are no additional fees for mileage.

Osborn stressed the importance of breaking down invoices by the job for accountability. Hubbell informed her that the company's billing system is set up to give as much or as little information as the client requires.

North questioned the three year length of the contract, noting the city is almost built out. It was Senyko's opinion that build out would not occur during the next three years. He then explained the escrow account process.

Hammond asked if the firm was familiar with issues arising from the new water plant, and Hubbell replied that he could not personally address those issues, but one partner in the firm specializes in that area.

Moffitt reported that he called all the references provided and received positive responses. He

asked about the difference in rates for different services. Hubbell explained that they bill based on their employees hourly rate which depends on their knowledge and experience. The invoices will reflect any information needed to assure that billing is performed accurately.

Angeluski expressed concerns regarding wages and increases which were presented for the 2006 and 2007 contract years. He questioned the need for seven vice presidents and one president, stating he did not feel the company did enough business to warrant so many vice presidents. He also would like to see numerous changes to pricing and calculations and would have liked to have seen the other bid information. Senyko noted they all were very similar and when reviewing them, found it was most appropriate to compare only engineering services. The committee was set up to make a recommendation and that is what was done. Senyko also pointed out the contract includes provisions for termination with notice or immediate termination if warranted.

King felt a one year contract would be appropriate to begin with, and there should be a cap on the company's billing for wage increases. North would hesitate to make the contract one year, feeling it is too short a time frame. Senyko agreed, explaining there is too much happening to attempt to juggle firms annually. North also supported Angeluski's request for additional information from other bidders.

To answer Angeluski's concerns, Senyko explained that the City decides who works on a project, when they start and when they finish. Senyko also stated that negotiations are ongoing and a majority of the information given on rates is negotiable.

Munfakh stated he is a professional and could work with anyone who the City chooses.

King suggested a two year contract and a freeze on the first year rates. Hammond disagreed, noting a three year contract is important because so many projects overlap over a number of years. He also advised that council should instruct Senyko to negotiate with HRC. Senyko will provide Council with the other bid information and a copy of the contract.

A five-minute break was taken at this time.

CULTURAL CENTER UPDATE

Pat Lockwood and Bob Burek were present to provide the update on the Fenton Cultural Center. They are co-chairing the fund raising process along with about fifty individuals. Lockwood reported that the center's architect is the great granddaughter of the original architect for the Fenton Community Center. The project consists of a 12,000 square foot addition to the existing building.

Burek covered the progress to date on the fund raising which was kicked off last spring. The first six months was spent working the community for people who were in a position to assist financially.

The second phase will cover corporate involvement. A grant effort is also underway. Fund raising should be completed in 2006. To date the project has obtained 1.2 million in pledges and donations. Another reporting will be done beginning in February.

All aspects of the project will be brought before the City Council and/or the Planning Commission.

CITY OF FENTON WEBSITE

Dale Keipert presented a progress report to date, noting they are one third of the way through

the first phase of the project. To date they have met with all department heads and office staff. He is typically finding that the number one concern is ease of use for the site visitor. He then provided a power point presentation on e-government and how it improves communication with citizens. Also presented was an illustration of the city's website structure. Keipert then discussed the projected time line from the discovery phase through the deployment phase.

CITY COUNCIL RETREAT

Osborn and Senyko have been conversing with Lynn Harvey at Michigan State University regarding possible dates and subjects for the upcoming Council retreat. Council discussed possible times for availability. A weekday was considered due to conflicting schedules. The retreat can be almost any subject council wishes and any attendees. Senyko requested contact from each council member by the end of the week, and he will consult with Mr. Harvey regarding his availability.

OTHER

Angeluski suggested each council member receive a cell phone and asked that it be placed on the next work session agenda.

King felt it is important to have a citizens comment section on the planning commission agendas. She also asked if Jim Garth has been contacted regarding Act 219 and the drainage in Oakwood Cemetery.

Rauch reminded Senyko that safety projects should be submitted to the Metropolitan Alliance by March.

Moffitt reported that the patchwork is not holding up on South Long Lake Road.

Hammond reported a regional planning meeting has been scheduled by David Lossing at Lake Fenton High School on January 11th to discuss the regional master plan initiative. There is reported concern on voting for a regional plan without adequate information.

CALL TO AUDIENCE - None.

CLOSED SESSION

Moved by Osborn, seconded by Hammond to enter into closed session for the purpose of discussing matters relating to union negotiations.

Yeas: Angeluski, Hammond, King, Moffitt, North, Osborn, Rauch.

Nays: None.

Absent: None. Motion carried.

Recessed to closed session at 10:25 PM.

Reconvened to open meeting at 11:15 PM.

Meeting adjourned at 11:16PM.

Sue Osborn, Mayor

Melinda Carrier, City Clerk