

**CITY OF FENTON COUNCIL WORK SESSION PROCEEDINGS**  
**Monday, October 5, 2015**  
**City Hall Conference Room**  
**301 South LeRoy Street**  
**7:30 PM**

Mayor Pro Tem Patricia Lockwood called the meeting to order at 7:30 PM.

Present: Bland, Grossmeyer, King, Lockwood, McDermott.  
Absent: Jacob (excused) and Osborn (excused).  
Others Present: Lynn Markland, City Manager; Dan Czarnecki, Director of Public Works;  
Steve Guy, Water Plant Supervisor; Mike Reilly, Building and Zoning  
Administrator and Carmine Avantini, City Planner.

**CITIZENS COMMENTS** – None.

**CONTINUED DISCUSSION OF ACTUARIAL VALUATION OF RETIREE HEALTH CARE PLAN**

Markland commented the Council requested at the last meeting to place this item back on the agenda for continued discussion. He suggested postponing until the full Council is present.

Lockwood commented MML has compiled information from 100 municipalities on this topic and she will email the information to the Clerk's office to provide to Council prior to the next work session.

Markland commented the City of Farmington has recently addressed this topic and he has requested information from their City Manager.

Item was postponed to a later date.

**ARC FLASH ELECTRICAL PREVENTIVE MAINTENANCE**

Czarnecki stated this is a safety issue that needs to be addressed at the water treatment plant and feels the City needs to be proactive in following through with safety recommendations suggested by the City's insurance company.

Guy commented Hartford Steam Boiler visited the water treatment plant and conducted a survey for loss prevention activities. One of the recommendations in their Loss Prevention Report was to implement and maintain an Electrical Preventive Maintenance (EPM) program. The EPM is a proactive safety measure and he commented there hasn't been issues with the electrical system at the water treatment plant.

Guy stated money for an arc flash study and one year of preventive maintenance is in the current budget and he is looking to sign a three year contract. He looked at various companies and feels Turner Electrical is the best choice to perform this work. Turner Electrical will go through every electrical panel and clean and check the connections. They will also label the panels, which indicates what personal protection equipment is required for someone working in the panel to wear.

Ken Siwa from Turner Electrical gave a brief overview of what is involved in the EPM program and the potential dangers of an arc flash incident. He stated data will be collected and an engineering analysis performed, along with a short circuit study and coordination study. After this work is performed, a label is placed on the panel indicating what personal protection equipment is

required and what electrical hazards exist. Mr. Siwa stated the arc flash hazard analysis, data collection and preventative maintenance will be performed simultaneously.

Bland asked what is the cost involved. Guy responded the hazard analysis is \$12,232 and the EPM program is \$7,380 per year. He stated money has been budgeted to cover this expense and additional funds were budgeted to cover items that may come up during maintenance.

Bland asked why the study is more than the EPM program. Mr. Siwa responded the \$12,232 covers the cost of the engineering study and the first year of the EPM program.

After discussion it was decided to place item on the next Council agenda for consideration.

### **SILVER LAKE ROAD REZONING REQUEST**

Reilly stated the Planning Commission made a recommendation to rezone the property on Silver Lake Road (Parcel # 53-27-300-001), adjacent to Silver Arbor Apartments. The parcel is currently zoned MHR - Medium High Density Residential/PUD. If the rezoning is approved, it would result in the property being zoned GBD – General Business District/PUD. He stated the rezoning request was initiated by the property owner pursuant to a development proposal. The Planning Commission held a public hearing on the request and no citizens spoke in opposition. A two story building is being proposed on the site with both office and retail uses.

Carmine Avantini reviewed a map showing the property in question and surrounding parcels as well as drawings of the proposed building. He stated the developer would like to obtain an easement for access from Arbor Drive, but have been unable to obtain cooperation from MSHDA, who currently own Silver Arbor Apartments.

Lockwood asked if the Planning Commission had any concerns with not being able to obtain the easement. Reilly responded no, the City's traffic consultant, Pete Lamourie indicated one access point was adequate.

Grossmeyer stated a condition of Planning Commission approval is that cross-access agreements be written into the plan in case the easement is obtained in the future.

Markland asked is the property owner will be required to connect Arbor Drive if the easement becomes available. Avantini stated it would be a condition of the site plan, but Council could also make it a condition of the rezoning. He suggested when Council takes action on this, to add to the motion that a condition of approving the rezoning is to connect to Arbor Drive if a connection becomes available.

Item will be brought forward to a Council meeting for formal action.

### **COMMERCIAL PROPERTY REVIEW PROGRAM**

Markland commented the Assessor's office provides assessing services to the cities of Grand Blanc and Linden. With the additional workload, several special projects cannot be completed with current staffing levels. To provide a high level of services to all units, the Assessor's office would like to contract out some projects, one of which is the commercial property review program. This program is similar to the residential re-inspection program currently in place, but would apply to commercial properties only. The City received a proposal from a local company, Landmark Appraisal, to perform this work for the 2016 assessment year at a cost of \$6,000.00. Markland stated funds were budgeted in the current year for this and Administration is recommending approval of the proposal.

McDermott asked if the amount billed to Linden and Grand Blanc to provide assessing services is enough to offset the cost of this. Markland responded yes.

Item will be placed on Monday's Council agenda for consideration.

## **ARTS & CULTURE COMMISSION**

Markland commented a few years ago the DDA began renting art to display in the downtown area. This display has created interest in art and there has been interest in establishing an Arts & Culture Commission. With the support of Mayor Osborn, he along with Councilwoman Lockwood visited the City of Brighton to gather information on how their Commission was created. The information was included with tonight's meeting packet materials.

Markland stated he has discussed this issue with the City Attorney. Options on how to establish the Commission include having it function as an advisory group or one that has their own budget. If they have their own budget, the Commission should be created by ordinance; an advisory board could be established by Council resolution.

Lockwood stated the idea for this came about within the last year and a half while working with the Fenton Community and Cultural Center. The idea was to get individuals who are experts in arts and cultural activities to come together and advise what the best programs would be to bring to Fenton. She stated discussion has taken place with the Arts Council, Village Players, Fenton Community Orchestra and representatives from area schools.

Lockwood stated if a Commission is formed through the City, grants can be pursued. She thinks it would be a big help to have an advisory group bring in events and programs to the Center.

King commented the City participated in a Mayor Exchange with the City of St. Joseph and they have a lot of arts and cultural activities and asked if they had been contacted to see how they started out. Lockwood commented she did contact them and they have their own commission made up of donors and people with expertise on how to conduct cultural events and stated they do not participate in the sculpture rental program.

King commented regarding the broken door and the lights not working at the Community Center. She doesn't think discussion about holding events at the Community Center should continue until these issues are addressed and questioned how events can be held there if maintenance items are not taken care of.

Lockwood responded those items would be paid for by operational dollars that the Community Center Board are in charge of. She thinks these concerns have been taken to the Board, which meets next week.

McDermott supports establishing a Commission and would rather it be a board that oversees their own budget and not an advisory board.

Grossmeyer commented there are a lot of building issues that need to be addressed so any commission that may be established has a usable building to work in. He thinks it needs to be looked at as to who is eligible to serve on the Commission and whether eligibility should go beyond just City residents. He thinks the makeup of the Commission really needs to be looked at as the scope of activities that could take place goes beyond just visual arts, plays and music.

Lockwood commented usually members of boards and commissions have to be City residents, other than the DDA as they have different requirements.

Bland asked if the City is the one to set the requirements and he would like to know the differences between the various ways the commission can be established. Markland responded there are different ways to create the board and thinks establishing an actual commission rather than an advisory board gives the commission more credibility.

Grossmeyer stated he was recently made aware the monthly movie shown at the Community Center will be moving to the Loose Center and commented he hates to see events leave the Community Center. Lockwood commented the event is no longer funded by the DDA.

Markland commented he is surprised another sponsor wasn't sought instead of moving the event out of the City.

Consensus was to continue working toward establishing a Commission and answer the questions and concerns raised by Council tonight.

### **REPLACEMENT OF COUNCIL CHAMBER EXIT DOORS**

Markland commented the emergency exit doors in the City Council Chambers are rusted out and in need of replacement. A quote was received from Dover Garage Doors totaling \$20,048.50. This includes the cost of the doors, arch top transom frames with panel and hardware. Administration is requesting Council approval to replace the doors and surrounding structure as quoted.

Item will be placed on Monday's agenda for consideration.

### **COUNCIL MEMBER COMMENTS**

King stated the concerns regarding Community Center maintenance items need to be passed onto their Board. She commented the landscaping at the entrance of Andover Woods was taken out and needs to be replaced. She addressed parking issues at the plaza on North Leroy where the Red Devil restaurant is located. Markland responded he will have Code Enforcement look into it.

King further commented regarding the lights in the plaza where Locke's Party Store is located stating they don't come on until 8:30 p.m. and they need to be turned on earlier in the evening. She commented regarding trees that were removed in front of the BP gas station on North Leroy. Markland responded Administration will look into it and report back. King asked if there were any funds left from the North Leroy road project to be used towards trees and landscaping. Markland responded there were no leftover funds. King commented it would nice if that end of town could get some more landscaping.

Lockwood commented she thinks last week's public meeting on the new solid waste meeting went well. She asked what the plans are for the seminary rocks. Markland responded the City plans on salvaging as many as possible.

McDermott asked when the clean-up from the Seminary demolition will be finished. Markland responded the contractor is waiting on the City to make a decision on what materials to keep.

**CALL TO THE AUDIENCE** – Cherie Smith, 200 Union Street, questioned why an Arts and Culture Commission would not be chartered like all the other City boards and commissions. Markland responded he doesn't think they are all chartered, nor are they required to be and stated to include something in the Charter would require a vote of the people and thinks it would be better suited to establish the Commission by ordinance. Smith commented she thinks the opportunity to serve on the Commission should be open to anyone that applies and has credentials and an interest in serving. Lockwood responded she thinks once it's decided how the Commission is structured, appointing members will be done in the same manner it's done now.

Mrs. Smith commented regarding the Halloween event hosted by John Strayer and commented there was great participation from area students and she would like to see that event continue. She commented on events she would like to see take place at the Community Center. She stated she is on the Fenton Film Series Board and she does not want to see the event leave the City and move to the Loose Senior Center. Markland asked why the event was moved. Mrs. Smith

responded the event was defunded by the DDA. After discussion, Lockwood suggested a conversation take place with the Film Series Board as no one wants to see the event leave the City.

Nancy Draves, 713 Carnes Street, suggested utilizing the Fenton Arts Council while working towards establishing an Arts and Culture Commission as there is a wealth of knowledge on that Council. Lockwood responded they have been contacted and are supportive of establishing a Commission.

Meeting was adjourned at 8:47 P.M.

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Mayor Pro Tem Patricia Lockwood

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City Clerk, Renee Wilson

Date approved:           October 26, 2015