

REGULAR MEETING OF THE RIVERVIEW CITY COUNCIL  
 CITY OF RIVERVIEW, WAYNE COUNTY, MICHIGAN  
 HELD ON MONDAY, FEBRUARY 5, 2018 A.D.  
 IN THE COUNCIL CHAMBERS OF  
 THE PETER ROTTEVEEL MUNICIPAL BUILDING  
 14100 CIVIC PARK DRIVE, RIVERVIEW, MICHIGAN 48193-7689

The meeting was called to order at 7:35 p.m.

Presiding: Mayor Swift

Present: Councilmembers Blanchette, Coffey, Towle, Elmer Trombley, Workman

Excused: Councilmember James Trombley

Also Present: City Manager Drysdale, City Clerk Hutchison, Police/Fire Chief Rosebohm, Finance/Purchasing Director McMahon, Information and Technology Director Harper, Parks and Recreation Director Dickman, Department of Public Works Director Webb, Director of Solid Waste Bobeck, Carlisle Wortman Community Development Director Scurto, Charles E. Raines Company City Engineer Sabak, Cornerstone Environmental Group Sr. Project Manager Wintheiser, Project Manager Bowyer, Attorney Pentiuk

The **Pledge of Allegiance** was led by Councilmember Workman.

The **Invocation** was given by Councilmember Blanchette.

**AWARDS AND PRESENTATIONS AND PROCLAMATIONS:**

Mayor Swift and Police/Fire Chief Rosebohm recognized Administrative Lieutenant **Mark Diebold** who **retired** on **January 12, 2018**, after 27 years of dedicated service with the Police Department. He was presented with a retirement plaque, department weapon and retirement identification.

**MINUTES:**

Motion by Councilmember Coffey, seconded by Councilmember Elmer Trombley, that the **Minutes** of the Regular Meeting of **December 18, 2017**, and the condensed versions for publication, be **Approved**. Carried unanimously.

**PUBLIC HEARINGS:**

Mayor Swift opened the 2018 Program Year Community Development Block Grant Funding (**CDBG**) **Public Hearing** to receive comments on the Objectives and Proposed Projects.

Public Hearing opened at 7:43 p.m.

For Program Year 2018, the City of Riverview anticipates receiving an allocation of approximately \$86,400 in Community Development Block Grant (CDBG) Funds and an estimated \$3,000 in CDBG Program Income, for a total of approximately \$89,400.

**OBJECTIVES:**

- A. Benefitting Low and Moderate Income (LMI) Persons
- B. Benefitting Low and Moderate Income Limited Clientele (LMC) Persons
- C. Addressing Slums and Blight or Low and Moderate Income Housing Benefit
- D. Meeting a particularly urgent community development need

**POTENTIAL PROJECTS:**

<u>Activity</u>	<u>Amount</u>	<u>Objective Met</u>
Public Services	\$12,960	A & B
Public Improvements	\$54,840	A & B
Housing Rehabilitation	\$10,000	C
Administration	\$8,600	A
Housing Rehabilitation – Program Income	\$1,000	B & C
Public Improvements – Program Income	\$1,000	A & B
Demolition – Program Income	\$1,000	C

Mayor Swift welcomed public comments. No one spoke.

Motion by Councilmember Coffey, seconded by Councilmember Workman, that the Public Hearing be closed.

Carried unanimously

The Public Hearing closed at 7:44 p.m.

**PUBLIC COMMENTS:**

At this time, the Mayor asked if anyone wished to address the City Council.

**ORGANIZATIONAL BUSINESS:**

Motion by Councilmember Elmer Trombley seconded by Councilmember Coffey, that the reappointment of Ms. **Mary Jarosz** to the **Board of Review** to serve a three-year term set to expire **January 1, 2021**, be Approved.

Carried unanimously.

Motion by Councilmember Coffey, seconded by Councilmember Workman, that the appointment of Ms. **Molly Chrusciel** to fill an unexpired two-year term on the **Parks and Recreation** Commission set to expire **July 31, 2019**, be Approved.

Carried unanimously.

**CONSENT AGENDA:**

Motion by Councilmember Coffey, seconded by Councilmember Elmer Trombley, that the Consent Agenda be Approved as follows:

- Authorize Final **Engineering Fees** for **Charles E. Raines Company** for the **Fire Station South Parking Lot Removal and Replacement** Project in the Amount of **\$13,921.00**.
- Authorize **Solicitation of Proposals** for **Landfill Gas Recovery**, Processing and Sale, in concurrence with the Ad Hoc Land Preserve Committee at their meeting of December 18, 2017.
- Adopt **Poverty Exemption Application and Poverty Exemption Guidelines** for **2018**.
- Award **Bid** and Authorize Execution of a **Sole Source Agreement** for **City Wide Advertising to Go Big Multi-Media LLC** of Riverview, MI, for a two (2) year period, in the Yearly amount of \$16,512.00 for a total cost of **\$33,024.00**
- **Waive Council Policy** No. 1(A)(8) and Adopt the Eligible Program Year **2018** Community Development Block Grant (**CDBG**) Program Income, for a total of approximately **\$89,400.00**; the following eligible activity allocations are requested to be Adopted:

CITY OF RIVERVIEW  
FINAL STATEMENT OF OBJECTIVES  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM YEAR 2018  
(ESTIMATED ALLOCATION \$89,400.00)

<u>Public/Senior Services</u>	\$12,960
Allocation to include costs incurred for Senior Service Programs, The Senior Alliance, and for Costs incurred to provide assistance to Riverview Children, adults, and families through the Guidance Center.	
<u>Park Playground Equipment</u>	\$54,840
Allocation to include costs incurred to install New Park Playground Equipment in eligible Parks within the target areas.	
<u>Housing Rehabilitation</u>	\$10,000
Allocation to provide deferred liens to rehabilitate Code-deficient, owner-occupied homes of income Eligible families.	
<u>Administration</u>	\$8,600
Allocation for administrative time and other costs Relative to day-to-day administration of the CDBG Program.	

<p><u>Housing rehabilitation – Program Income</u> Allocation to provide deferred liens to rehabilitate Code-deficient, owner-occupied homes of income Eligible families.</p>	<p>\$1,000</p>
<p><u>Demolition – Program Income</u> Funding to provide for the demolition of dangerous Vacant structures that have been declared a health And safety hazard to the community.</p>	<p>\$1,000</p>
<p><u>Public Facilities Improvement – Program Income</u> Funding for eligible “Bricks &amp; Mortar” projects In eligible CDBG areas of the community.</p>	<p>\$1,000</p>

- Authorize **Solicitation of Proposals for Janitorial Services** to City Buildings and Offices. Carried unanimously.

**RESOLUTIONS:**

Motion by Councilmember Coffey, seconded by Councilmember Workman, that Resolution No. 18-01, Adopt **Council Meeting Schedule** for the **2018 Calendar** Year, for Posting Pursuant to Act 267 “Open Meetings Act” P.A. 1976, be Adopted as follows:

RESOLUTION NO. 18- 01  
ADOPT 2018 SCHEDULE OF CITY COUNCIL MEETINGS  
AND STUDY SESSIONS

WHEREAS, that Notification of City Council Meetings of the Riverview City Council from January through December, 2018, shall be published pursuant to Act 267 “Open Meetings Act”, P.A. 1976;

WHEREAS, all regular meetings of the City Council will be held on the first and third Mondays commencing at 7:30 p.m. in the Council Chambers of the Riverview Municipal Building, 14100 Civic Park Drive, Riverview, Michigan 48193, with a Study Session commencing at 7:00 p.m. Such regular meetings shall be open to the public and persons present shall be afforded an opportunity to address the City Council in accordance with regulations and subject to time limitations as prescribed;

January 3 (Wednesday) and 16 (Tuesday)	February 5 and 20 (Tuesday)
March 5 and 19	April 2 and 16
May 7 and 21	June 4 and 18
July 2 and 16	August 6 and 20
September 4 (Tuesday) and 17	October 1 and 15
November 5 and 19	December 3 and 17

WHEREAS, in addition to the foregoing, the City Council shall meet in Study Session for the purpose of reviewing written reports and oversee technical or procedural matters affecting the conduct of City affairs. Such meetings are held on the second Monday (and fourth Mondays, if requested by Mayor or City Manager), in the Council Conference Room in the Municipal Building commencing at 7:00 p.m. and open to the public; and

WHEREAS, persons present will be invited to speak after the departmental reports have been reviewed, unless such person advises the Presiding Official at the commencement of the meeting of their desire to speak on a matter then being reported to the Council. Other matters not germane to the committee work of the Council may not be addressed except by suspension of the rule by majority vote of the Committee.

AYES: Mayor Swift, Councilmembers Blanchette, Coffey, Towle, Elmer Trombley, Workman

NAYS: None

EXCUSED: Councilmember James Trombley

ADOPTED this 5th day of February, 2018.

ATTEST:

\_\_\_\_\_  
Andrew M. Swift, Mayor

Motion by Councilmember Coffey, seconded by Councilmember Workman, that Resolution No. 18-02, Adopt **Schedule** of City **Commission** and **Board Meetings** for **2018 Calendar Year**, pursuant to Act 267 “Open Meetings Act” PA. 1976, be Adopted.

RESOLUTION NO. 18-02  
ADOPT SCHEDULE OF CITY COMMISSION AND BOARD MEETINGS  
FOR 2018 CALENDAR YEAR

WHEREAS, that Notification of City of Riverview Commission, Board and Committee Meeting Schedule from January through December, 2018, shall be posted pursuant to Act 267 “Open Meetings Act”, P.A. 1976;

WHEREAS, all regular meetings of the Commission, Board and Committee will be held in the City Hall Conference Rooms as noted below. Such regular meetings shall be open to the public and persons present shall be afforded an opportunity to address the Commission, Board or Committee in accordance with regulations and subject to time limitations as prescribed;

BOARD/COMMISSION/COMMITTEE	MEETING DATE/DAY	TAKES PLACE	TIME
Ad Hoc Audit Committee *City Council Conference Room	2nd Monday December	Annually	6:00 PM
Ad Hoc Civic Engr. Committee – *City Mgrs. Conference Room	TBD	6 mos prior to City Engineer contract expiration date	
Ad Hoc Environmental Engr. Committee *City Mgrs. Conference Room	TBD	6 mos prior to Env Engr contract expiration date	6:00 PM
Ad Hoc Land Preserve Committee *City Mgrs. Conference Room	2nd Monday	Monthly	6:00 PM
Ad Hoc Public Safety Committee *City Mgrs. Conference Room	As Needed	TBD	TBD
Beautification Commission *City Services Conference Room	2nd Tuesday	Monthly	6:00 PM
Board of Review (Call for Time) *Council Chambers	February 20 -Organization March 12 - Valuation Appeals March 26 - Valuation Appeals July - Corrections 7/10 December - Corrections 12/11		6:00 PM 1:00-9:00 PM 12:00-6:00 PM 6:00 PM 6:00 PM
Board of Zoning Appeals *Council Chambers	2nd Thursday	Monthly	7:30 PM
Brownfield Redevelopment Authority *Building & Engineering Conf. Room	2nd Wednesday  January, April, July, December	Quarterly	7:00 PM
Building Authority *City Services Conference Room	May & October		7:00 PM
City Planning Commission *Council Chambers	1st & 3rd Thursdays	Bi-monthly	7:30 PM
Economic Development Corp. *City Services Conference Room	4th Monday February, April, June, August, October Annual December	Even months and one Annual	6:00 PM
Election Commission *Council Conference Room	1st Monday of Month prior to election	Prior to each Election	6:45 PM
Election Coordinating Committee *Council Conference Room	Currently inactive	Bi-Annual Odd Years Only	10:00 AM
Land Preserve Committee Meeting *City Manager's Conference Room	2nd Monday	Monthly	5:30 PM
Library Commission *Library Conference Room	3rd Thursday	Monthly (Except July/Aug)	7:00 PM

Local Officers Compensation Commission *City Services Conf. Rm.	Tuesday, January 15, 2019	Bi-Annual Odd Years Only	3:00 PM
Recreation Commission *City Services Conference Room	1st Wednesday	Monthly	7:00 PM
Retirement Board of Trustees *Council Conference Room	4th Thursday, except November. December = 2nd Thursday	Monthly	4:00 PM
Riverview Historical Commission	(Currently inactive)		
Senior Recreation Commission	(Currently inactive)		
Taylor Act 179 Authority	1st Wednesday in March	Annually	7:30 PM

WHEREAS, a public notice for a public body shall always be posted at its principal office and any other locations considered appropriate by the public body. Cable television and the City of Riverview website may also be utilized for purposes of posting public notices; and

WHEREAS, if there is a change in the schedule of regular meetings of a public body, there shall be posted at least 18 hours before the meeting the date, time and place of the meeting.

AYES: Mayor Swift, Councilmembers Blanchette, Coffey, Towle, Elmer Trombley, Workman

NAYS: None

EXCUSED: Councilmember James Trombley

ADOPTED this 5<sup>th</sup> day of February, 2018.

ATTEST:

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Andrew M. Swift, Mayor

Motion by Councilmember Coffey, seconded by Councilmember Workman, that Resolution No. 18-03 **Amending the 2015 Departmental Fee Schedule** for Various City Departments: City Clerk, Finance, Police, Purchasing, Public Services, Fire Safety and Prevention, be Adopted.

Snow Removal charge of \$39.18 + 10% (admin fee) + \$100 fine per hour be changed to an Hourly fee of **\$150 per hour + 10% Admin Fee** with a **minimum of 1 hour charged**.

Carried unanimously.

Motion by Councilmember Coffey, seconded by Councilmember Elmer Trombley, that Resolution No. 18-04 Authorizing Execution and Delivery of an **Installment Purchase Agreement with Tax Exempt Leasing Corporation** for the Purchase of a **Liebherr PR 756 LGP Bulldozer**, be Adopted as follows:

RESOLUTION NO. 18-04  
RESOLUTION AUTHORIZING EXECUTION AND DELIVERY  
OF AN INSTALLMENT PURCHASE AGREEMENT

WHEREAS, City of Riverview (the "City"), desires to acquire a new Liebherr PR 756 LGP Bulldozer with trash package and related equipment and appurtenances to be used by the City (the "Property"); and

WHEREAS, Act 99, Public Acts of Michigan, 1933, as amended ("Act 99"), provides a means by which the City may borrow money for the purchase of lands, property or equipment for public purposes, to be paid for in installments over a period of not to exceed the lesser of the useful life of the property or fifteen years; and

WHEREAS, the City has been presented with a proposal from RECO Equipment, Inc. (the "Vendor"), to acquire the Property and will enter into a purchase order or contract with the Vendor to acquire the Property (the "Purchase Contract"); and

WHEREAS, the City has received a proposal from Tax Exempt Leasing Corporation, which will act through Capital One Public Funding, LLC ("COPF") to purchase the interest of the Vendor in the Purchase Contract and accept assignment thereof and to finance the purchase of the Property by entering into an Installment Purchase Agreement pursuant to which COPF will make a loan to the City and the City will make payments of principal and interest to COPF; and

WHEREAS, this City's outstanding principal balance of all installment purchases, including the principal amount of the Installment Purchase Agreement authorized by this resolution, shall not exceed one and one quarter percent (1 1/4%) of the taxable value of the real and personal property in the City.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. Purchase of the Property is hereby found to be a public purpose and in the best interest of the health, safety, and welfare of the City; and the Purchase Contract is approved and the Mayor, the Clerk, and the Finance Director, or any one or more of them (the "Authorized Officer") is authorized to sign the Purchase Contract on behalf of the City.
2. The proposal of Tax-Exempt Leasing, acting through COPF is accepted.
3. The City authorizes and directs the Authorized Officer to execute and deliver an Installment Purchase Agreement between the City and the COPF, together with a related Assignment of Purchase Contract in such form as approved by the Authorized Officer ( the "Agreement") in a principal amount of not to exceed \$650,000, as finally determined by the Authorized Officer, with an interest rate on the principal amount outstanding of not to exceed 2.84% per annum, and a final maturity of not more than 4 years, as finally determined by the Authorized Officer.
4. The City hereby agrees to include in its budget each year, commencing with the present fiscal year, if applicable, a sum that will be sufficient to pay the principal of and interest coming due under the Agreement. In addition, the City hereby pledges to levy ad valorem taxes on all taxable property in the City each year in an amount necessary to make its debt service payments under the Agreement, subject to constitutional, statutory and charter tax-rate limitations.
5. The City shall, at all times while any payments on the Agreement are outstanding, have control of the Property and shall maintain the same for public purposes.
6. The useful life of the Property is hereby determined to be not less than four years.
7. The City designates the obligations under the Agreement as "qualified tax exempt obligations" for purposes of the deduction of interest expense by financial institutions pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code").
8. The City covenants that it will comply with all applicable requirements of the Code; and, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exclusion of the interest component of the payments due under the Agreement from adjusted gross income for general federal income tax purposes under the Code including, but not limited to actions relating to the rebate of arbitrage earnings, if applicable; and the expenditure and investment of proceeds of the Agreement and to prevent such proceeds from being or becoming "private activity bonds" as that term is used in Section 141 of the Code.
9. The proceeds of the Agreement shall not be used to reimburse the City for expenses incurred prior to the declaration of official intent required by Regulation 1.150-2 of the Treasury Regulations.
10. The Mayor, the Clerk, the Finance Director, and the City Manager, or any one or more of them, are hereby authorized to do all acts and things and to execute any documents, agreements, escrow agreements or certificates as may be necessary or desirable, and to deliver such documents to the parties to effectuate the transaction described in the Agreement.
11. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and they are hereby rescinded.

AYES: Mayor Swift, Councilmembers Blanchette, Coffey, Towle, Elmer Trombley, Workman  
 NAYS: None  
 ABSTAIN: None

EXCUSED: Councilmember James Trombley

ADOPTED this 5<sup>th</sup> day of February, 2018.

ATTEST:

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Andrew M. Swift, Mayor

Motion by Councilmember Workman, seconded by Councilmember Blanchette, that the Resolution No. 18-05, Approving the **Combining** of the **Golf Course** and the **Golf Practice Facility Funds** – Golf Course **Deficit Elimination Plan**, be Adopted as follows:

RESOLUTION NO. 18-05  
ADOPTS COMBINING GOLF COURSE AND GOLF PRACTICE FUNDS  
DEFICIT ELIMINATION PLAN

WHEREAS, the City of Riverview’s Financial Report for the fiscal year ended June 30, 2017 indicated the presence of a \$42,194 net working capital deficit in the Golf Course Fund; and

WHEREAS, Act 275 of the Public Acts of 1980 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury.

NOW, THEREFORE, IT IS RESOLVED that the City of Riverview's legislative body adopts the combining of the Golf Course and Golf Practice Funds as the Deficit Elimination Plan:

CITY OF RIVERVIEW  
GOLF COURSE FUND  
DEFICIT ELIMINATION PLAN

	2016-17 Golf Course <u>Actual</u>	2016-17 Golf Practice <u>Actual</u>	2016-17 Golf Combined <u>Funds Actual</u>
<u>Revenue:</u>			
Charges for Services	1,038,853	75,751	1,114,604
Other revenues	1,708	-	1,708
Total operating revenues	<u>1,040,561</u>	<u>75,751</u>	<u>1,116,312</u>
<u>Expenses:</u>			
Wages and Benefits	607,992	55,767	663,759
Operating & Maintenance Supplies	269,538	9,744	279,282
Other Expenses	326,705	123,241	449,946
Contractual Services	112,324	4,486	116,810
Capital Outlay	<u>13,042</u>	<u>-</u>	<u>13,042</u>
Total operating expenses	1,329,601	193,238	1,522,839
Change in working capital	(289,040)	(117,487)	(406,527)
Beginning Fund Balance	<u>(277,653)</u>	<u>1,621,480</u>	<u>1,343,827</u>
Working capital – ending	<u>(566,693)</u>	<u>1,503,993</u>	<u>937,300</u>

BE IT FURTHER RESOLVED that the City of Riverview's City Manager submits the combining of Golf Course and Golf Practice Funds as the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

AYES: Mayor Swift, Councilmembers Blanchette, Coffey, Towle, Elmer Trombley, Workman

NAYS: None

EXCUSED: Councilmember James Trombley

ADOPTED this 5<sup>th</sup> day of February, 2018.

ATTEST:

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Andrew M. Swift, Mayor

I, Cynthia M. Hutchison, duly authorized City Clerk of the City of Riverview, do hereby certify the attached Resolution, Adopting the Golf Course and Golf Practice Funds Deficit Elimination Plan, is a true copy of a resolution adopted by the Riverview City Council at their regular meeting of February 5, 2018.

( S E A L )

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Cynthia M. Hutchison, City Clerk

**ADMINISTRATION:**

Motion by Councilmember Coffey, seconded by Councilmember Workman, that the **Waiver of Purchasing Manual Section XIII: "Ethics"**, to allow the Retirement Board Members, Mayor and Council, City Manager, City Attorney, the Board Secretary, and Employees as designated by the City Manager to attend the **Annual Performance Review Meeting** and Dinner with **PNC Bank**, be Approved.

Motion by Councilmember Coffey, seconded by Councilmember Elmer Trombley, that the Ratification of the Contract Extension with **Landfill Drilling and Piping Specialists, LLC**, for **Land Preserve Gas Well Expansion** for a cost of **\$376,500.00** and five percent (5%) contingency of **\$18,825.00** for a total cost of **\$395,325.00**; in concurrence with the Land Preserve Committee at their meeting of January 15, 2018, be Approved.

Carried unanimously.

Motion by Councilmember Workman, seconded by Councilmember Elmer Trombley, that the **Escrow Agreement** with Downriver Utility Wastewater Authority (**DUWA**) for payments to Wayne County in Support of Operating at the **Wyandotte Wastewater Treatment Plant**, be Approved.

Carried unanimously.

Motion by Councilmember Coffey, seconded by Councilmember Workman, to **Receive and Place on File** a **memo** from the City Manager, and to concur with the recommendation to **withdraw** the **Riverview Land Preserve Expansion Application** to Wayne County.

Carried unanimously.

**ORDINANCES:**

None.

**OTHER BUSINESS:**

None.

**CLOSED SESSION:**

Motion by Councilmember Coffey, seconded by Councilmember Workman, that the meeting be **Adjourned** into Closed Session for the Purpose of discussing **Pending Litigation** and the **Written Opinion** of the **City Attorney**.

Carried unanimously.

**ADJOURNMENT:**

Meeting adjourned at 8:25 p.m.

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Andrew M. Swift, Mayor

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Cynthia M. Hutchison, CMC  
City Clerk