



**CITY COUNCIL *REGULAR* MEETING
FEBRUARY 16, 2021/7:30 P.M.
RIVERVIEW CITY HALL
COUNCIL CHAMBERS
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
734-281-4201**

VIA TELECONFERENCE

Notice is hereby given that due to precautions being taken to mitigate the spread of the Coronavirus (COVID-19) and protect the public health, the Regular Meeting of the Riverview City Council will be held electronically on Tuesday, February 16, 2021, at 7:30 p.m. in accordance with Senate Bill 1108, amending the Open Meetings Act.

Members of the public wishing to participate in the meeting through electronic means will have access to the meeting through the following methods:

Virtual Meeting Option:

Access the meeting room via <https://us02web.zoom.us/j/84337266228>

Telephone Option:

Directions:

1. Dial: 1.312.626.6799
2. Enter meeting code: [84337266228](https://us02web.zoom.us/j/84337266228)
3. Enter #

Email Option:

Send your public comment through email at: clerk@cityofriverview.com and your comment will be read at the meeting.

Rules of Procedure:

Any member of the public wishing to comment during the Public Comment on Agenda Items on any agenda item (5 minute time limit) will be allowed to do so remotely by electronic or telephonic means set forth above. In order to maintain decorum, the Mayor and/or designee will determine the order of speakers and the appropriate time frame for which comments are allowed.

AGENDA

- 1. CALL TO ORDER/ROLL CALL.**
- 2. PLEDGE OF ALLEGIANCE:** Councilmember Workman
- 3. INVOCATION:** Councilmember Blanchette

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE THE REGULAR MEETING MINUTES OF 02/01/2021 AND THE CONDENSED VERSION FOR PUBLICATION.

6. PUBLIC HEARINGS.

None.

7. PUBLIC COMMENTS.

8. ORGANIZATIONAL BUSINESS.

8.1 APPOINTMENT TO THE LOCAL OFFICERS' COMPENSATION COMMISSION - CITY CLERK

COMMUNITY IMPACT/BACKGROUND: The Local Officers' Compensation Board is a five member board that meets in odd years to review and determine the salaries of our elected officials.

At the present time, there are two current members on this board; there are three vacancies. This board is scheduled to meet in early 2021.

Notices have been published in the News Herald Newspaper and are posted on the city website and cable television.

The above action resulted in the submission of one application to the Local Officers' Compensation Commission.

ACTION REQUESTED: The City Council is requested to consider one appointment to the Local Officers' Compensation Commission.

I am recommending Mr. Daniel Owens to fill the unexpired term set to expire October 1, 2025.

ATTACHMENT: Application from Mr. Daniel Owens filed on January 31, 2021.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/01/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/01/21
Advisory Commission Recommendation	N/R	

9. CONSENT AGENDA.

9.1 APPROVE ACCEPTANCE OF FEDERAL HAVA CARES ACT GRANT FOR 50 PERCENT COST OF THE PURCHASE OF AN ABSENTEE BOARD TABULATOR – CITY CLERK AND CITY ATTORNEY.

COMMUNITY IMPACT/BACKGROUND: The State of Michigan has entered into a Master Contract with each approved Contractor, which has established maximum statewide prices for each voting system component. State appropriated and Federal HAVA funding provided via this Grant Agreement covers the purchase of the voting system, the software license fee for the EMS software for the full 10 year contract term and the initial service and maintenance period for all components (acquisition year plus 4 additional years). The Master Contract does not include computer hardware and backup equipment which is the responsibility of each local jurisdiction.

The Clerk budgeted \$8,000.00 in Capital Improvement account 402-901-990.031 for an additional tabulator for use in presidential elections in the Absentee Counting Board and for required hardware, software and supplies. The State offered a Grant through the Cares Act to cover half the cost of one tabulator to be used for an Absentee Counting Board.

With acceptance of the Grant, the Clerk is able to also purchase an additional backup tabulator for replacement of any tabulators with mechanical difficulties during an election.

ACTION REQUESTED: The City Council is asked to consider accepting the federal HAVA Cares Act funding in the amount of \$2,647.50 which the Department of State will pay to the contractor.

ATTACHMENT: Help American Vote Act (HAVA) Cares Act Grant Application and Agreement.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/08/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/08/21
Advisory Commission Recommendation	N/R	

9.2 APPROVE SOLE SOURCE PURCHASE OF MONSTER GRINDER REBUILD FOR LONGSDORF LIFTSTATION FROM PWC ENVIRONMENTAL OF SANTA ANA, CA IN THE AMOUNT OF \$36,620.45 – WATER & SEWER DEPARTMENT.

COMMUNITY IMPACT/BACKGROUND: The Director of Department of Public Works is requesting the sole source purchase of a Muffin Monster Grinder rebuild for the Longsdorf Liftstation. The Director, Jeff Webb has obtained a quote from JWC Environmental, the inventor, owner and sole manufacturer and service department of the Monster grinder that we currently use. We will be saving money by purchasing direct with the manufacturer and by using the working parts from our Monster Grinder on the rebuild.

ACTION REQUESTED: The City Council is requested to consider approving the sole source purchase of Monster Grinder rebuild from PWC Environmental in the amount of \$36,620.45.

ATTACHMENTS: JWC Environmental Grinder Rebuild Quote and Sole Source Letter from JWC Environmental.

FINANCE CERTIFICATION: The finance director certifies that funds have been appropriated and are available.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/11/21
Financial Certification	X	02/11/21
City Attorney Endorsement	N/R	
Department Recommendation	X	02/11/21
Advisory Commission Recommendation	N/R	

9.3 AUTHORIZE SOLICITATION OF BIDS FOR 2021 GCCS CONSTRUCTION – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The Assistant City Manager/ Director of the Riverview Land Preserve is requesting to initiate the bid process for the 2021 Gas Collection and Control System annual expansion project. The project will include drilling new and replacement gas extraction wells, new header and lateral piping, and general improvements to the system as needed. The Engineer will prepare construction plans for the Director’s approval. This project is necessary to continue controlling gas odors and to maintain the functionality of the existing extraction system.

The Ad Hoc Landfill Committee concurred with this request at their 02-08-2021 meeting.

Funds have been budgeted in account #596-526-994.089

ACTION REQUESTED: The City Council is requested to consider authorization to the Purchasing Department to solicit bids for 2021 GCCS Construction for the Riverview Land Preserve.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/12/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/12/21
Advisory Commission Recommendation	X	02/08/21

9.4 APPROVE BUDGET AMENDMENTS – FINANCE.

A.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2020/21 Land Preserve				
City Owned LFGTE Project	596-526-994.205	\$ 25,000.00	\$ 63,000.00	\$ 38,000.00
Landfill Expansion - Preliminary Engineering	596-526-994.084	\$ 150,000.00	\$ 175,000.00	\$ 25,000.00

JUSTIFICATION: These amendments are to increase the city owned LFGTE project and the landfill expansion – preliminary engineering line items due to additional work authorizations from Tetra Tech for increased informational requests and regulatory work for the preparation of the Land Preserve expansion request submittal and public meeting as well as additional work required during the due diligence period of the RNG facility development.

ACTION REQUESTED: The Finance Director/Purchasing Agent requests that the budget amendments presented above be placed before the City Council at their City Council meeting for their consideration.

RECOMMENDATION: Approval of budget amendments as presented, in compliance with PA 621 of 1978.

10. RESOLUTIONS.

None.

11. ADMINISTRATION

11.1 AUTHORIZE ADDITIONAL ENVIRONMENTAL ENGINEERING SERVICES WITH CORNERSTONE ENVIRONMENTAL GROUP (A TETRATECH COMPANY) IN THE AMOUNT OF \$63,000.00 – PURCHASING/LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: Cornerstone Environmental Group (A Tetrattech Company) provides annual regulatory environmental services for the operation of the land preserve. As established in Section 9.4B of the Purchasing Manual and Council Policy No. 63 – Assignment of Consulting Engineering Services, and Engineering Services which exceed \$15,000 per project must be authorized by the City Council. The following project amounts are in addition to the previously authorized annual services scheduled for Fiscal Year 2020/21.

Continuing Work Authorizations		
City Owned LFGTE Project	596-526-994.205	\$38,000.00
Landfill Expansion - Preliminary Engine	596-526-994.084	\$25,000.00
Total Continuing Work Authorization		\$63,000.00

These additions are necessary due to increased informational requests and regulatory work for the preparation of the Land Preserve expansion packet submittal and public meeting as well as additional work required during the due diligence period of the RNG facility development. The new total amounts authorized for these accounts would be \$63,000 for the LFGTE Project and \$75,000 for the Landfill Expansion – Preliminary Engineering.

Funds are appropriated in the 2020/21 Adopted Budget for these projects. Project Work Authorizations are on file in the office of the Finance Director/Purchasing Agent. Per the contract, the City reserves the right to terminate all work authorization with a 30 day advance written notice. Cornerstone Environmental Group (A Tetrattech Company) is aware of this provision.

The Ad Hoc Land Preserve Committee concurred with this request at their 02/08/21 meeting.

ACTION REQUESTED: City Council is requested to consider authorization of additional environmental engineering services with Cornerstone Environmental Group (A Tetrattech Company) in the amount of \$63,000.00

ATTACHMENT: None.

FINANCE CERTIFICATION: The Finance Director certifies that the funds have been appropriated and are available in the above accounts for fiscal year 2020/21

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/11/21
Financial Certification	X	02/11/21
City Attorney Endorsement	N/R	
Department Recommendation	X	02/11/21
Advisory Commission Recommendation	X	02/08/21

11.2 APPROVE AMENDMENT TO METRO ACT RIGHT-OF-WAY PERMIT WITH CROWN CASTLE FIBER LLC (F/K/A/ FIBERTECH NETWORKS, LLC) TO MODIFY EXHIBIT A - CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: On 06/16/2014, city council approved a Metro Act right-of-way permit with Fibertech Networks, LLC, permitting access to right-of-ways for telecommunications. On 01/22/2021, Crown Castle Fiber LLC (formerly known as Fibertech) submitted written request to modify Exhibit A of the Metro Act permit. Exhibit A is a map identifying the location of projected facilities. Crown Castle is looking to expand its network in Riverview, and requires modification of Exhibit A.

The city engineer has reviewed the Metro Act Exhibit A amendment request, and determined it is acceptable subject to approval of Wayne County and easement owners for installation outside of the right-of-way. Crown Castle must also meet the requirements for permits as determined by the building department.

ACTION REQUESTED: City Council is requested to consider approval of the amendment to the Metro Act Right-of-Way permit with Crown Castle Fiber LLC (f/k/a/ Fibertech Networks, LLC) to modify Exhibit A.

ATTACHMENTS: Proposed amended Exhibit A and City Engineer letter.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/12/21
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/12/21
Advisory Commission Recommendation	N/R	

12. ORDINANCES.

None.

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.