



**CITY COUNCIL *REGULAR* MEETING  
FEBRUARY 22, 2022/7:00 P.M.  
RIVERVIEW CITY HALL  
COUNCIL CHAMBERS  
14100 CIVIC PARK DR.  
RIVERVIEW, MI 48193-7600  
734-281-4201**

**AGENDA**

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

**4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**

None.

**5. APPROVAL OF MINUTES.**

**5.1 APPROVE MINUTES OF THE 02/07/22 REGULAR RIVERVIEW CITY COUNCIL MEETING AND THE CONDENSED VERSION FOR PUBLICATION - CITY CLERK.**

**6. PUBLIC HEARINGS.**

None.

**7. PUBLIC COMMENTS.**

**8. ORGANIZATIONAL BUSINESS.**

**8.1 APPOINT CITY COUNCIL REPRESENTATIVES TO CITY COUNCIL COMMITTEES– CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** After discussion at the February 14, 2022, City Council Study Session, the following Councilmembers expressed interest in vacant Committee positions: Councilman Norton Alternate Ad Hoc Public Safety; Councilwoman O’Neil Alternate School Liaison; Councilwoman Gunaga Delegate Wyandotte/Riverview Reciprocal Agreement.

**ACTION REQUESTED:** Appoint City Council Representatives to Council Committees.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/15/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/15/22
Advisory Commission Recommendation	N/R	

**9. CONSENT AGENDA.**

**9.1 WAIVE BIDDING PROCESS AND AUTHORIZE AWARD FOR THE BALLOT ALTERNATIVE FOR REGISTERED VOTER SURVEY WITH COBALT COMMUNITY RESEARCH, IN THE AMOUNT OF \$16,374.00 – CITY MANAGER.**

**COMMUNITY IMPACT/BACKGROUND:** The purchasing and finance department searched Bidnet (MITN) for Public Opinion Surveys and Community Engagement. Two bids were found, City of Midland from 2018 and the Charter Township of Shelby from 2021. We identified all of the bidders from the state of Michigan and emailed each of them a brief description of the potential project. Two of the companies responded: Cobalt Community

Research Inc. and EPIC-MRA, both of these companies were the two lowest bidders on the Midland Community Engagement Bid of 2018.

The lowest quote received was from Cobalt Community Research in the amount of \$16,374.00. They will be responsible for sending out a survey questionnaire to every registered voter in the City, with a postage paid return addressed envelope, tallying the responses returned to them, and for presenting the results to the City.

Funds are available in the Land Preserve fund in fiscal year 2021/22.

**ACTION REQUESTED:** The City Council is requested to consider waiving the bidding process and authorize the award for the ballot alternative for registered voter survey with Cobalt Community Research, in the amount of \$16,374.00.

**ATTACHMENT:** Agreement from Cobalt Community Research.

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

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/16/22
Financial Certification	X	02/16/22
City Attorney Endorsement	N/R	
Department Recommendation	X	02/16/22
Advisory Commission Recommendation	N/R	

**9.2 AUTHORIZE SOLICITATION OF BIDS FOR WATER BILL PRINTING - DPW.**

**COMMUNITY IMPACT/BACKGROUND:** The Director of DPW is requesting to initiate the bid process for a 3 year contract to secure printing and billing for water/sewage usage on a quarterly basis for residents and businesses within the City of Riverview. This service is currently provided by Centron since 2015. However, we received notification that they will cease operations effective 4/29/2022. We will be able to utilize their services for the December-February billing which is scheduled for mailing on March 10<sup>th</sup>, but will need to secure bids to replace their service before the March-May billing, which is scheduled to be mailed on June 10<sup>th</sup>.

**ACTION REQUESTED:** Authorize solicitation to prepare bid documents for Water Bill printing.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/16/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/16/22
Advisory Commission Recommendation	N/R	

**9.3 AUTHORIZE SOLICITATION OF BIDS FOR HEAVY EQUIPMENT MAINTENANCE – PARTS AND LABOR – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Director of Riverview Land Preserve/Assistant City Manager is requesting authorization to initiate the bid process for a three year contract to secure parts and labor for the repair of the heavy equipment at the Landfill. Any additional equipment purchased during the contract period will be added to the contract.

The Ad Hoc Landfill Committee concurred with this request at their 02/14/2022 meeting.

Funds have been budgeted in account #596-526-776.000 of the 2021/22 fiscal year.

**ACTION REQUESTED:** The City Council is requested to consider authorization to initiate the process to prepare bid documents for Heavy Equipment Maintenance – parts and labor.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/16/22
Financial Certification	X	02/16/22
City Attorney Endorsement	N/R	
Department Recommendation	X	02/16/22
Advisory Commission Recommendation	X	02/14/22

#### **9.4 AUTHORIZE TO PREPARE BID DOCUMENTS FOR SPECIAL WASTE ANALYTICAL TESTING SERVICES – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Director of the Riverview Land Preserve/Assistant City Manager is requesting the Purchasing Department to initiate the bid process for a three (3) year contract to secure Waste Characterization Sampling and Laboratory Analytical Testing of solid waste generated by various customers of the Riverview Land Preserve. Sampling and testing services must be provided in accordance with the Technical Specifications.

The Ad Hoc Landfill Committee concurred with this request at their 02-14-2022 meeting.

Funds have been budgeted in account #596-526-816.667 of the 2021/22 fiscal year.

**ACTION REQUESTED:** Authorize to prepare bid documents for Special Waste Analytical Testing Services.

**ATTACHMENT:** None.

#### **ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/16/22
Financial Certification	X	02/16/22
City Attorney Endorsement	N/R	
Department Recommendation	X	02/16/22
Advisory Commission Recommendation	X	02/14/22

#### **9.5 AUTHORIZE SOLICITATION OF BIDS FOR SPRING 2022 GCCS WELL DRILLING CONSTRUCTION PROJECT – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Director of the Riverview Land Preserve/Assistant City Manager is requesting the Purchasing Director to initiate the bid process for the Spring 2022 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 anticipated bidding schedule is to solicit bids in February, to receive bids in March for Council to award in April. Construction would be in the Fiscal Year 2021/22.

The Ad Hoc Landfill Committee concurred with this request at their 2/14/2022 meeting.

Funds have been budgeted in account #596-526-994.089 of the proposed 2021/22 budget.

**ACTION REQUESTED:** Authorize solicitation of bids for the Spring 2022 GCCS Well Drilling Construction Project.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/16/22
Financial Certification	X	02/16/22
City Attorney Endorsement	N/R	
Department Recommendation	X	02/16/22
Advisory Commission Recommendation	X	02/14/22

**9.6 AUTHORIZE SOLICITATION OF BIDS FOR CELL #7 PHASE 4 CONSTRUCTION - JULY 1, 2022 START DATE – LAND PRESERVE.**

**COMMUNITY IMPACT/BACKGROUND:** The Director of the Riverview Land Preserve/Assistant City Manager is requesting City Council to approve the solicitation of bids for Cell 7 Phase 4 at the Land Preserve. This project will continue base grade and liner installation for Cell 7, which will complete the lower liner area and tie into existing cell liner, and install leachate sumps with pumps and controls.

The Ad Hoc Land Preserve Committee discussed this authorization at its 2/14/2022 meeting and is recommending the bids be solicited.

**ACTION REQUESTED:** City Council is requested to authorize the Purchasing Director, Land Preserve Director, and City Environmental Engineer to solicit bids for the Cell 7 Phase 4 Construction for July 1, 2022 start date.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/16/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/16/22
Advisory Commission Recommendation	X	02/14/22

**9.7 ACCEPT \$9,464.65 GRANT AWARD FROM THE MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY (MMRMA) FOR AMBULANCE POWER LOADERS – FIRE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** At their 09/21/2020 meeting, City Council awarded the purchase of two Stryker power cots and loader systems. Once the first payment had been made for these systems the City became eligible for the Risk Avoidance Program (RAP) through MMRMA for the power loaders.

In April 2021 the Human Resources Director submitted the RAP grant application and in January 2022 the City was awarded \$9,464.65 to offset some of the cost of the purchase.

**ACTION REQUESTED:** Section 12.2 D of the Purchasing Manual establishes that donations exceeding \$500.00 in value shall be considered for acceptance by the City Council. The council is asked to receive and accept the grant award from MMRMA RAP in the amount of \$9,464.65.00.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/17/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/17/22
Advisory Commission Recommendation	N/R	

**9.8 ACCEPT \$750.00 DONATION FROM KINGHAVEN – FIRE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** Kinghaven, a longtime supporter of the City of Riverview and its residents, has graciously donated \$750.00 towards the Fire Department’s annual outreach of Fire Prevention Public Relations.

**ACTION REQUESTED:** Section 12.2 D of the Purchasing Manual establishes that donations exceeding \$500.00 in value shall be considered for acceptance by the City Council. The council is asked to receive and accept the donation from Kinghaven in the amount of \$750.00.

**ATTACHMENT:** None.

**ENDORSEMENTS:**

	Required	Date
City Manager Endorsement	X	02/17/22
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/17/22
Advisory Commission Recommendation	N/R	

**9.9 ACCEPT \$1,000.00 DONATION FROM GROSSE ILE BRIDGE COMPANY – FIRE DEPARTMENT.**

**COMMUNITY IMPACT/BACKGROUND:** The Grosse Ile Bridge Company has graciously donated \$1,000.00 towards the Fire Department’s annual outreach of Fire Prevention Public Relations.

**ACTION REQUESTED:** Section 12.2 D of the Purchasing Manual establishes that donations exceeding \$500.00 in value shall be considered for acceptance by the City Council. The council is asked to receive and accept the donation from the Grosse Ile Bridge Company in the amount of \$1,000.00.

**ATTACHMENT:** None.

**9.10 APPROVE BUDGET AMENDMENTS – FINANCE.**

**A.**

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2021/22 Golf				
Uniforms-Laundry / Cleaning	584-542-740.175	\$ 800.00	\$ 1,150.00	\$ 350.00
Contractual Services	584-542-818.000	\$ 15,000.00	\$ 18,000.00	\$ 3,000.00
Public Relations	584-542-854.000	\$ 7,000.00	\$ 3,650.00	\$ (3,350.00)

**JUSTIFICATION:** This amendment is to add funds to the Uniforms and Contractual Services line items because of their rising costs due to inflation and to reduce the same amounts from the public relations line item as it has not been needed as much as anticipated this fiscal year.

**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.**

None.

**12. ORDINANCES.**

None.

**13. OTHER BUSINESS.**

**14. CLOSED SESSION.**

**14.1 RECESS INTO CLOSED SESSION FOR THE PURPOSE OF DISCUSSING FIRE UNION COLLECTIVE BARGAINING – HUMAN RESOURCES/CITY ATTORNEY.**

**15. ADJOURNMENT.**