



**PRE-CITY COUNCIL MEETING *STUDY* SESSION
SEPTEMBER 16, 2019/7:00 P.M.
RIVERVIEW CITY HALL
COUNCIL CONFERENCE ROOM
14100 CIVIC PARK DR.
RIVERVIEW, MI 48193-7600
1-734-281-4201**

AGENDA

1. CALL TO ORDER.

2. DISCUSSION ITEMS.

2.1 Discussion of items on the regular agenda of 9/16/19.



**CITY COUNCIL *REGULAR* MEETING
SEPTEMBER 16, 2019/7:30 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 Towle
3. **INVOCATION:** Councilmember Coffey

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 09/03/19 REGULAR RIVERVIEW CITY COUNCIL MEETING - CITY CLERK.

6. PUBLIC HEARINGS.

None.

7. PUBLIC COMMENTS.

8. ORGANIZATIONAL BUSINESS.

8.1 APPOINTMENT TO THE LIBRARY COMMISSION - CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: The Library Commission is a five member board currently with three members. Ms. Heather Dunlop’s term expired on July 31, 2019. Ms. Dunlop has filed an application for reappointment, received on September 5, 2019.

Commission vacancies are posted on the website and cable and published in the News Herald.

ACTION REQUESTED: The City Council is requested to consider one appointment to the Library Commission for a five-year term set to expire July 31, 2024.

ATTACHMENT: Application from Ms. Heather Dunlop, dated September 5, 2019.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/06/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/06/19
Advisory Commission Recommendation	N/R	

9. CONSENT AGENDA.

9.1 APPROVE BID AWARD FOR FLOW METER REPLACEMENT & NEW PUMP RUN CIRCUIT WITH UIS SCADA, INC., IN THE AMOUNT OF \$10,270.00 – DPW.

COMMUNITY IMPACT/BACKGROUND: On 08/21/2019, the City published an invitation to bid seeking proposals for Flow Meter Replacement & New Pump Run Circuit. The invitation to bid was published in the News Herald, on our City of Riverview website and MITN. Proposals from (2) two vendors were received and opened on 09/05/2019. The apparent low bidder meeting specifications is UIS SCADA, Inc. of Dexter, MI, in the amount of \$10,270.00.

Funds have been appropriated for this project in GL #592-527-991.070.

An executed copy of the standard agreement is on file in the office of the Purchasing Director.

ACTION REQUESTED: The City Council is requested to consider bid award for Flow Meter Replacement & New Pump Run Circuit to UIS SCADA, Inc., in the amount of \$10,270.00.

ATTACHMENT: Bid tabulation.

FINANCE CERTIFICATION: The Finance Director certifies that funds have been appropriated for this bid award.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/11/19
Financial Certification	X	09/11/19
City Attorney Endorsement	N/R	
Department Recommendation	X	09/11/19
Advisory Commission Recommendation	N/R	

9.2 APPROVE BUDGET AMENDMENTS - FINANCE.

A.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2019/20 Capital Equipment				
Network Maintenance	402-903-818.105	\$ 25,000.00	\$ 45,000.00	\$ 20,000.00

JUSTIFICATION: This amendment is to increase the Capital Equipment Network Maintenance line item for additional ransomware recovery equipment as discussed at the 09/09/2019 City Council Study Session.

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.

10.1 ADOPT RESOLUTION AUTHORIZING MAYOR AND CITY MANAGER TO SIGN MDOT STATE TRUNKLINE MAINTENANCE AGREEMENT FOR FORT STREET MEDIAN GRASS CUTTING - DEPARTMENT OF PUBLIC WORKS.

COMMUNITY IMPACT/BACKGROUND: Elsewhere on the agenda, the City of Riverview desires to enter into a state trunkline maintenance agreement with MDOT for grass maintenance along Fort Street. The agreement requires a certified resolution stating who will be authorized to sign the State Trunkline Maintenance Contract on behalf of the city. This resolution designates the mayor and city manager as authored signers for this agreement on behalf of the city.

ACTION REQUESTED: City Council is requested to adopt a resolution authorizing the mayor and city manager to sign the MDOT state trunkline maintenance agreement for Fort Street grass maintenance.

ATTACHMENT: Resolution.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/11/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/11/19
Advisory Commission Recommendation	N/R	

10.2 ADOPT RESOLUTION TO IMPLEMENT A LOCAL PAVEMENT WARRANTY PROGRAM – CITY ENGINEER.

COMMUNITY IMPACT/BACKGROUND: As part of the Transportation Funding Package of 2015, the Michigan Legislature created a requirement for local communities to adopt a Local Pavement Warranty Program for projects exceeding \$2 million in paving-related items and includes state or federal funds. Failure to implement the warranty program could cause MDOT to withhold local and major street funds.

ACTION REQUESTED: City Council is requested to consider adoption of a resolution implementing a Local Pavement Warranty Program as required by MDOT.

ATTACHMENT: Resolution.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/12/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/12/19
Advisory Commission Recommendation	N/R	

10.3 ADOPT RESOLUTION TO ADOPT A LOCAL PAVEMENT WARRANTY PROGRAM, GUIDELINES, AND SPECIAL PROVISIONS AS REQUIRED BY MDOT – CITY ENGINEER.

COMMUNITY IMPACT/BACKGROUND: As part of the Transportation Funding Package of 2015, the Michigan Legislature created a requirement for local communities to adopt a Local Pavement Warranty Program for projects exceeding \$2 million in paving-related items and includes state or federal funds. Failure to implement the warranty program could cause MDOT to withhold local and major street funds.

The accompanying resolution adopts the warranty program and also the guidelines and special provisions attached to the resolution.

ACTION REQUESTED: City Council is requested to consider adoption of a resolution adopting a Local Pavement Warranty Program and the guidelines and special provisions, as required by MDOT.

ATTACHMENT: Resolution.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/12/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/12/19
Advisory Commission Recommendation	N/R	

11. ADMINISTRATION.

11.1 AUTHORIZE CIVIL ENGINEERING SERVICES WITH C.E. RAINES IN THE AMOUNT OF \$247,656.00 – PURCHASING/DPW.

COMMUNITY IMPACT/BACKGROUND: C.E. Raines provides annual civil engineering services for the City. 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 projects and annual services are scheduled for Fiscal Year 2019/20.

Dain Dredging - Kennebec Park	402-901-980.018	\$21,555.00
Sanitary Sewers and Manhole Repairs	592-527-991.105	\$72,647.00
PRV Replacement at Electric Ave. and Allen Road	592-536-991.098	\$79,574.00
	202-463-818.035	
Joint and Crack Sealing	203-463-818.035	\$22,880.00
NPDES - Major Streets	202-463-991.064	\$12,000.00
NPDES - Local Streets	203-463-991.064	\$8,000.00
Downriver Waste Water System	592-527-810.000	\$15,000.00
DPW Assistance - Seweres	592-527-818.155	\$8,000.00
DPW Assistance - Watermains	592-536-818.155	\$8,000.00
Total Work Authorizations		\$247,656.00

Funds are appropriated in the 2019/20 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. C.E. Raines is aware of this provision.

ACTION REQUESTED: City Council is requested to consider authorization of civil engineering services with C.E. Raines in the amount of \$247,656.00.

ATTACHMENT: None.

FINANCE CERTIFICATION: The Finance Director certifies that the funds have been appropriated and are available in the above accounts for fiscal year 2018/19.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/11/19
Financial Certification	X	09/11/19
City Attorney Endorsement	N/R	
Department Recommendation	X	09/11/19
Advisory Commission Recommendation	N/R	

11.2 AWARD BID AND AUTHORIZE EXECUTION OF AGREEMENT WITH SOUTHEASTERN EQUIPMENT FOR PURCHASE OF BOMAG REFUSE COMPACTOR IN THE AMOUNT OF \$977,000.00 IN THE BEST INTEREST OF THE CITY, ACCEPT TRADE-IN VALUE OF \$60,000.00 FOR 2 BOMAG RB3, AND AUTHORIZE SOLICITATION OF FINANCE OPTIONS IN THE AMOUNT OF \$917,000.00 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: On 07/15/19, the City Manager authorized the seeking of bids for a replacement trash compactor at the Riverview Land Preserve. On 08/14/19 notice of Invitation to Bid was published in the News-Herald newspaper, the City website and MITN/BidNet. Bid responses from three (3) vendors were opened on 08/29/19. It is proposed that the bid be awarded to Southeastern Equipment, Co. of Novi, MI for the purchase amount of \$977,000.00. Also included in the bid was the trade-in amount of \$60,000.00 for the Land Preserve’s two current Bomag RB3, 2012 Compactors. The net amount of the purchase will be \$917,000.00.

As the recommendation is not to the lowest bidder, it was determined by the Assistant City Manager to be in the best interest of the City. This recommendation received concurrence from the Ad Hoc Land Preserve Committee at their 09/09/2019 meeting.

Executed copies of the agreements will be on file in the Purchasing Department. Funds are available in account 596-526-974.401 of the 2019/2020 fiscal year.

ACTION REQUESTED: The City Council is requested to consider bid award, authorization to execute the agreement and authorize solicitation of financing options for the purchase of a Compactor in the amount of \$917,000.00.

ATTACHMENT: Bid tabulation.

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

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/11/19
Financial Certification	X	09/11/19
City Attorney Endorsement	N/R	
Department Recommendation	X	09/11/19
Advisory Commission Recommendation	X	09/09/19

11.3 AUTHORIZE EXECUTION OF STATE TRUNKLINE MAINTENANCE AGREEMENT WITH MDOT, BY THE MAYOR AND CITY MANAGER, FOR FORT STREET GRASS MAINTENANCE - DPW.

COMMUNITY IMPACT/BACKGROUND: Since 2014, the City of Riverview has had a contractual agreement to cut the grass on the Fort Street medians in return for reimbursement from MDOT. MDOT will reimburse the City for the cost to cut the grass up to 12 times per year. The City will be reimbursed for both labor and equipment costs.

The current agreement expires 09/30/2019, and the DPW Director recommends executing a new 5-year agreement to continue with the maintenance arrangement.

ACTION REQUESTED: City Council is requested to consider authorizing the execution of a state trunkline maintenance agreement with MDOT for Fort Street grass maintenance.

ATTACHMENT: State Trunkline Maintenance Agreement.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/11/19
Financial Certification	X	09/11/19
City Attorney Endorsement	N/R	
Department Recommendation	X	09/11/19
Advisory Commission Recommendation	N/R	

11.4 APPROVE AND AUTHORIZE EXECUTION OF INTERGOVERNMENTAL AGREEMENT WITH WAYNE COUNTY FOR ROAD IMPROVEMENTS TO PENNSYLVANIA ROAD, AND ADOPT RESOLUTION AUTHORIZING MAYOR AND CITY CLERK TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY – CITY ENGINEER.

COMMUNITY IMPACT/BACKGROUND: Wayne County has begun road improvements to Pennsylvania Road, from Fort Street to Jefferson Avenue. The estimated total cost for the project is \$1,186,800.00, of which federal funds will be used up to 81.85% of the costs. The remaining local costs will be borne between Wayne County and the cities of Riverview, Southgate, and Wyandotte. Riverview’s estimated share of the project is \$46,827.00, of which one-half is to be paid in advance.

Wayne County is requesting that the cities sign an intergovernmental agreement for the proposed improvements of Pennsylvania Road.

ACTION REQUESTED: City Council is requested to consider the approval and authorize execution of intergovernmental agreement with Wayne County for road improvements to Pennsylvania Road.

ATTACHMENT: Resolution and Intergovernmental agreement.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	09/12/19
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	09/12/19
Advisory Commission Recommendation	N/R	

12. ORDINANCES.

None.

13. OTHER BUSINESS.

14. CLOSED SESSION.

14.1 RECESS INTO CLOSED SESSION, AT THE REQUEST OF THE CITY MANAGER, FOR THE PURPOSE OF EVALUATING THE PERFORMANCE OF THE CITY MANAGER AND FOR THE PURPOSE OF DISCUSSING COLLECTIVE BARGAINING – CITY MANAGER/CITY ATTORNEY.

15. ADJOURNMENT.