



**CITY COUNCIL *REGULAR* MEETING
FEBRUARY 21, 2023/7:00 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 Blanchette
- 3. INVOCATION:** Councilmember Workman

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 02/06/23 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 ONE MEMBER TO THE BOARD OF REVIEW - CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: The Board of Review is comprised of a three member Board, with one alternate, and meets February, March, July, and December to work with tax rolls and assessments.

Mr. Brian Webb, whose term expired January 1, 2023, has submitted his application for reappointment on the Board of Review, set to expire January 1, 2026.

ACTION REQUESTED: The City Council is requested to consider the reappointment of one regular member to the Board of Review for a three-year term set to expire January 1, 2026.

ATTACHMENT: Application from Mr. Brian Webb dated February 7, 2023.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/08/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/08/23
Advisory Commission Recommendation	N/R	

9. CONSENT AGENDA.

9.1 AUTHORIZE SOLICITATION OF BIDS FOR WELLFIELD OPERATION AND MAINTENANCE – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The Landfill Director is requesting authorization to bid for Wellfield Operation and Maintenance at the Riverview Land Preserve. The Wellfield Operation and Maintenance at the Land Preserve has been on a month to month agreement for some time now. Due to the increasing cost of operation and the new RNG Facility being installed, RLP thought it would be best to send this to bid to ensure that they are getting the most qualified team at a justified cost.

The recommendation received concurrence from the Ad Hoc Land Preserve Committee at their 02/13/23 meeting.

Funds have been budgeted in account #596-526-994.200 for the 2022/2023 fiscal year.

ACTION REQUESTED: The City Council is requested to consider authorization to initiate the solicitation process for Wellfield Operation and Maintenance at the Riverview Land Preserve.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/15/23
Financial Certification	X	02/15/23
City Attorney Endorsement	N/R	
Department Recommendation	X	02/15/23
Advisory Commission Recommendation	X	02/13/23

9.2 AUTHORIZE SOLICITATION OF BIDS FOR SPRING 2023 GAS COLLECTION AND CONTROL SYSTEM (GCCS) WELL DRILLING CONSTRUCTION PROJECT – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The Landfill Director is requesting the initiation of the bid process for the Spring 2023 Gas Collection and Control System (GCCS) 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, and for Council to award in April. Construction would be in the Fiscal Year 2022/23.

The Ad Hoc Landfill Committee concurred with this request at their 02/13/23 meeting.

Funds have been budgeted in account #596-526-994.089 of the proposed 2022/23 budget.

ACTION REQUESTED: The City Council is requested to authorize solicitation of bids for the Spring 2023 GCCS Well Drilling Construction Project.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/15/23
Financial Certification	X	02/15/23
City Attorney Endorsement	N/R	
Department Recommendation	X	02/15/23
Advisory Commission Recommendation	X	02/13/23

9.3 AUTHORIZE SOLICITATION OF BIDS FOR TEMPORARY LABOR CONTRACTS - LAND PRESERVE

COMMUNITY IMPACT/BACKGROUND: The Landfill Director requests the City Council to consider authorizing solicitation of bid for temporary labor contracts at the Riverview Land Preserve.

The recommendation received concurrence from the Ad Hoc Land Preserve Committee at their 02/13/23 meeting.

ACTION REQUESTED: The City Council is requested to authorize the solicitation of bids for temporary labor contracts at the Riverview Land Preserve.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/15/23
Financial Certification	X	02/15/23
City Attorney Endorsement	N/R	
Department Recommendation	X	02/15/23
Advisory Commission Recommendation	X	02/13/23

10. RESOLUTIONS.

10.1 ADOPT RESOLUTION AUTHORIZING THE CITY MANAGER (CURRENTLY ACTING AS FINANCE DIRECTOR) TO SERVE AS THE AUTHORIZED INDIVIDUAL FOR MULTI-BANK SECURITIES, INC. ON BEHALF OF THE CITY OF RIVERVIEW – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: Council Policy #70 – Investment of Short and Long Term Operating Funds, adopted on 12/07/1998, delegates authority to the City Treasurer/Finance Director to manage the investment program. Since the City Manager is currently serving as the Finance Director, he should be listed as an authorized person on the account so

we can continue to receive financial statements and maintain communication with the institution.

The City currently has funds invested with Multi-Bank Securities, Inc. They have sent a resolution and additional paperwork requesting that the City name at least one individual who should be allowed to conduct business on behalf of the City of Riverview. The resolution has been reviewed by the City Attorney and is included as an attachment.

ACTION REQUESTED: City Council is requested to consider the adoption of a resolution specifically authorizing the City Manager/Acting Finance Director by name to be an authorized person for Multi-Bank Securities, Inc.

ATTACHMENT: Resolution from Multi-Bank Securities, Inc.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/08/23
Financial Certification	N/R	
City Attorney Endorsement	X	02/08/23
Department Recommendation	X	02/08/23
Advisory Commission Recommendation	N/R	

10.2 ADOPT RESOLUTION AUTHORIZING THE CITY MANAGER (CURRENTLY ACTING AS FINANCE DIRECTOR) TO SERVE AS THE AUTHORIZED INDIVIDUAL FOR UBS FINANCIAL SERVICES INC. ON BEHALF OF THE CITY OF RIVERVIEW – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: Council Policy #70 – Investment of Short and Long Term Operating Funds, adopted on 12/07/1998, delegates authority to the City Treasurer/Finance Director to manage the investment program. Since the City Manager is currently serving as the Finance Director, he should be listed as an authorized person on the account so we can continue to receive financial statements and maintain communication with the institution.

The City currently has funds invested with UBS Financial Services Inc. They have sent a resolution and additional paperwork requesting that the City name at least one individual who should be allowed to conduct business on behalf of the City of Riverview. The resolution has been reviewed by the City Attorney and is included as an attachment.

ACTION REQUESTED: City Council is requested to consider the adoption of a resolution specifically authorizing the City Manager/Acting Finance Director by name to be an authorized person for UBS Financial Services Inc.

ATTACHMENT: Resolution from UBS Financial Services Inc.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/08/23
Financial Certification	N/R	
City Attorney Endorsement	X	02/08/23
Department Recommendation	X	02/08/23
Advisory Commission Recommendation	N/R	

10.3 ADOPT RESOLUTION ESTABLISHING NEW GOLF COURSE RATES AND FEES FOR THE PERIOD BEGINNING MARCH 1, 2023 – GOLF/FINANCE.

COMMUNITY IMPACT/BACKGROUND: The Golf Course Director, along with the Ad Hoc Golf Course Committee, have been evaluating the Golf Course rates and fees schedule to ensure that they are adequate to cover the operating, maintenance, and capital costs. It is their recommendation that the attached rate and fee changes go into effect for the period beginning March 1, 2023.

The Ad Hoc Golf Course Committee concurred with this request at their February 6, 2023 meeting.

ACTION REQUESTED: City Council is requested to adopt the resolution establishing the new rates and charges effective March 1, 2023.

ATTACHMENT: Proposed Resolution.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/08/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/08/23
Advisory Commission Recommendation	X	02/06/23

10.4 ADOPT UPDATED RESOLUTION APPROVING THE DEFICIT ELIMINATION PLAN FOR THE LAND PRESERVE FUND, AS REQUIRED BY THE STATE OF MICHIGAN DEPARTMENT OF TREASURY – FINANCE.

COMMUNITY IMPACT/BACKGROUND: This resolution was approved by Council at the 01/17/23 Council Meeting, however, the State requested that it be changed slightly to fit their requirements.

Plante Moran PLLC recently concluded their audit of the City of Riverview’s financial statements for the fiscal year ending June 30, 2022. Included in their report was the disclosure that the Land Preserve Fund had a net working capital deficit, as defined by the State of Michigan. It is a requirement of the State of Michigan that any fund of a municipality reporting negative working capital or negative net assets shall file a Deficit Elimination Plan (DEP) with the Department of Treasury after approval by the local legislative body.

The attached DEP identifies a plan to eliminate the deficit, as required under the State of Michigan Department of Treasury. The deficit is projected to be eliminated in fiscal year ending 06/30/2025.

ACTION REQUESTED: City Council is requested to consider the adoption of the updated resolution approving the Deficit Elimination Plan for the Land Preserve Fund.

ATTACHMENTS: Updated Deficit Elimination Plan Letter to State and updated Resolution for submittal.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	01/13/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	01/13/23
Advisory Commission Recommendation	N/R	

11. ADMINISTRATION.

11.1 CONSIDER RECOMMENDATION OF THE LOCAL OFFICERS’ COMPENSATION COMMISSION REGARDING SALARIES FOR ELECTED OFFICIALS – CITY CLERK.

COMMUNITY IMPACT/BACKGROUND: The Local Officers Compensation Board was established to review and recommend salaries for elected officials. The LOCC conducted their biannual meeting on February 6, 2023. The City Clerk provided the commission board with a 2023 Mayor/Council salary per meeting survey of various communities.

Commission members recognize the fiscal realities faced by our community. They also very much appreciate the sincere dedication to service of the incumbent elected officials, whose compensation is nominal.

After board discussion, the commission’s recommendation was that no increase shall be offered, given the uncertainty of the city’s financial situation.

In accordance with Section 2-522 of the Code of Ordinances, a salary recommendation shall be effective 30 days following the filing unless rejected by a two-thirds vote of Council (5 members). In case of rejection, the prior existing salary shall prevail.

No administrative recommendation is provided on this item.

ACTION REQUESTED: The City Council is requested to receive and place on file the Minutes of the Local Officers’ Compensation Board Meetings of February 6, 2023. Further, consider the recommendation of the Local Officer’s Compensation Commission.

ATTACHMENT: Minutes of the Local Officers’ Compensation Commission Meeting of February 6, 2023.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/10/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/10/23
Advisory Commission Recommendation	N/R	

12. ORDINANCES.

12.1 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 738 - TO AMEND THE CODE OF ORDINANCES FOR THE CITY OF RIVERVIEW BY THE ADDITION OF SECTION 66-123, IN CHAPTER 66, REGARDING PROHIBITING DOUBLE PARKING OF VEHICLES WITHIN THE CITY – POLICE DEPARTMENT.

COMMUNITY IMPACT/BACKGROUND: Judge Elizabeth DiSanto of the 27th District Court, Wyandotte, MI discussed with Police Chief John Allen that the City does not currently have an ordinance regarding double parking. Double parking is defined as “a vehicle may not be parked on the roadway side of a vehicle stopped or parked at the edge or curb of a street or in any manner which would block or impede the use of a street or alley.” A person who violates this ordinance is responsible for a civil infraction and a fine of \$200.

The 27th District Court, along with Chief Allen, are recommending that the City Council adopt this ordinance to allow our officers to issue these citations, as well as to allow the 27th District Court prosecutor, officers, judge, and magistrate to amend any citation for double parking. Currently, officers can

issue impeding traffic civil infractions for the same offense, however, a portion of those fines go to the State of Michigan. By passing a local ordinance, those fines would stay at the local government level.

ACTION REQUESTED: The City Council is requested to authorize the first reading, by title only, of Proposed Ordinance No. 738.

ATTACHMENT: Proposed Ordinance No. 738.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/13/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/13/23
Advisory Commission Recommendation	N/R	

12.2 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 739 - TO AMEND CHAPTER 30, “FIRE PREVENTION AND PROTECTION” OF THE RIVERVIEW CODE BY THE ADDITION OF ARTICLE IV, “NATIONAL FIRE PREVENTION ASSOCIATION (NFPA)”, TO ADOPT THE 2021 EDITIONS OF NFPA 1 AND NFPA 101 – FIRE DEPARTMENT.

COMMUNITY IMPACT/BACKGROUND: The City of Riverview has previously adopted the International Fire Code 2015 Edition, however, it doesn’t include provisions related to cannabis fire inspections. With the recent passing of our City of Riverview Cannabis Ordinance, we must have the applicable adopted fire code pertaining to cannabis. The State of Michigan uses both NFPA 1 and NFPA 101 2021 Editions for their cannabis fire inspections.

ACTION REQUESTED: The City Council is requested to authorize the first reading, by title only, of Proposed Ordinance No. 739.

ATTACHMENT: Proposed Ordinance No. 739.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	02/13/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	02/13/23
Advisory Commission Recommendation	N/R	

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.