



**CITY COUNCIL REGULAR MEETING
MAY 15, 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 ONeil
3. **INVOCATION:** Councilmember Workman

4. AWARDS, PRESENTATIONS, AND PROCLAMATIONS.

None.

5. APPROVAL OF MINUTES.

5.1 APPROVE MINUTES OF THE 05/01/23 REGULAR RIVERVIEW CITY COUNCIL MEETING AND THE CONDENSED VERSION FOR PUBLICATION - CITY CLERK.

6. PUBLIC HEARINGS.

6.1 CONDUCT A PUBLIC HEARING ON THE PROPOSED 2023/24 ANNUAL OPERATING BUDGET AND SUPPORTING TAX RATES FOR THE CITY OF RIVERVIEW – FINANCE.

COMMUNITY IMPACT/ BACKGROUND: The proposed fiscal year 2023/24 operating budget and supporting tax rates were presented to the City Council by the City Manager on April 14, 2023. The City Council met in study sessions on April 24, 2023 and April 25, 2023 to review the proposed budget.

The proposed budget book has been available in the City Clerk’s office, the Riverview Public Library, and the City’s website for interested parties to review.

No City Council action is requested with the exception of noting public and written comments. Budget adoption and the supporting tax rate adoption for fiscal year 2023/24 is scheduled for the June 5, 2023 City Council meeting. The public hearing also incorporates the public notification requirements for the adoption of supporting tax levies relative to the annual budget process.

ACTION REQUESTED: The City Council is requested to conduct a public hearing on May 15, 2023, for the purpose of considering the 2023/24 annual budget and supporting tax rates for the City of Riverview.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	04/11/23
Financial Certification	X	
City Attorney Endorsement	N/R	
Department Recommendation	X	04/11/23
Advisory Commission Recommendation	N/R	

7. PUBLIC COMMENTS.

8. ORGANIZATIONAL BUSINESS.

None.

9. CONSENT AGENDA.

9.1 AWARD BID #2529 AND AUTHORIZE EXECUTION OF AGREEMENT WITH ENCOTECH FOR GRANULATED ACTIVATED CARBON (GAC) CHANGE OUT IN THE AMOUNT OF \$29,990.00 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: On 10/17/2022, City Council authorized the solicitation of bids for the Land Preserve’s GAC change out. Notice of invitation to bid was posted on MITN and the City of Riverview website. Three bids were received and opened on 12/01/2022, but were tabled before award because other ongoing project work was intended to include changing of the GAC material. With the cancellation of that project work, the bids received were re-examined and Tetra Tech reached out to the vendors to see if they were willing to honor their bid prices. Two of the three agreed (Encotech, Inc. and Carbon Activated Corp) and the third did not respond (Tigg, LLC).

Granulated activated carbon is used in the Land Preserve’s leachate pretreatment system. It must be changed out regularly to maintain adequate leachate pretreatment levels in accordance with DUWA standards.

While Encotech was not the lowest bidder, they were deemed the most qualified by our engineers based on the type of materials to be used for this process.

The Director of Solid Waste, along with City Environmental Engineers, reviewed the bids and recommend award to Encotech of Eighty Four, PA.

The Ad Hoc Land Preserve Committee concurred with their recommendation at their 05/08/2023 meeting.

ACTION REQUESTED: City Council is requested to consider bid award and authorize execution of agreement with Encotech for GAC change out in the amount of \$29,990.00.

ATTACHMENTS: Tetra Tech recommendation letter and Bid Tabulation.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/10/23
Financial Certification	X	05/10/23
City Attorney Endorsement	N/R	
Department Recommendation	X	05/10/23
Advisory Commission Recommendation	X	05/08/23

9.2 AWARD BID #2534 AND AUTHORIZE EXECUTION OF 3 YEAR AGREEMENT FOR ELECTRICAL MAINTENANCE AND REPAIRS AND EMERGENCY AND NON-EMERGENCY SERVICES TO GREAT LAKES POWER & LIGHTING, INC. – DPW.

COMMUNITY IMPACT/BACKGROUND: On 04/03/2023, the City Council authorized the seeking of bids for a contractor to provide emergency and non-emergency electrical maintenance and repair services at City buildings and facilities as requested, billed at hourly rates, for the following city locations: City Hall, DPW, Landfill, Fire Department, Golf Course, Library, Parks, and Pump and Lift Stations. These services would be supplemental to the DPW’s capability of addressing electrical repairs and maintenance within the City. On 4/27/2023, five (5) bids were opened and read aloud. It was decided by the Director of Public Works to award this contract to the lowest bidder which was Great Lakes Power & Lighting, Inc., whose bid was the lowest hourly rate of the five bids received, for all 3 years of the contract.

Funds have been budgeted in account #101-442-818.000 for the 2023/24 fiscal year.

ACTION REQUESTED: The City Council is requested to consider bid award and authorization to execute 3 year agreement with Great Lakes Power & Lighting, Inc. for the hourly pricing stated in their bid proposal for electrical maintenance and repairs and emergency and non-emergency services as requested by the DPW.

ATTACHMENT: Bid tabulation.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/04/23
Financial Certification	X	05/04/23
City Attorney Endorsement	N/R	
Department Recommendation	X	05/04/23
Advisory Commission Recommendation	N/R	

9.3 ACCEPT \$900.00 DONATION FROM ARCHITECT UNIVERSITY MASONIC LODGE – POLICE.

COMMUNITY IMPACT/BACKGROUND: The Architect University Masonic Lodge out of Lincoln Park has graciously donated \$900.00 towards the Police Department for the purchase of a canine vest for Blue.

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 requested to receive and accept the donation from the Architect University Masonic Lodge in the amount of \$900.00.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/11/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/11/23
Advisory Commission Recommendation	N/R	

9.4 ACCEPT \$7,900.00 CHECK FROM WAYNE COUNTY FIRE FIGHTERS TRAINING COMMITTEE FOR FIRE DEPARTMENT TRAINING PURPOSES – FIRE DEPARTMENT.

COMMUNITY IMPACT/BACKGROUND: An award in the amount of \$7,900.00 was donated by the Wayne County Fire Fighters Training Committee to be used toward various state approved training programs for the Fire Department.

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 Wayne County Fire Fighters Training Committee in the amount of \$7,900.00.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/11/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/11/23
Advisory Commission Recommendation	N/R	

9.5 APPROVE BUDGET AMENDMENTS – FINANCE.

A.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2022/23 Golf Course Fund Revenues				
Golf Clubs	584-000-675.033	\$ 100,000.00	\$ 170,000.00	\$ 70,000.00
2022/23 Golf Course Fund Expenses				
Golf Clubs	584-542-973.033	\$ 81,141.94	\$ 151,141.94	\$ 70,000.00
Maintenance Vehicles	584-542-995.072	\$ 4,284.18	\$ 0.18	\$ (4,284.00)
Fuel & Oil	584-542-775.000	\$ 30,000.00	\$ 34,284.00	\$ 4,284.00
Net Change				\$ 0.00

JUSTIFICATION: This amendment is to increase the current budget for golf club sales and golf club expense for ordering custom clubs for the club fitting program at the Golf Course. Fuel expenses have been higher than anticipated; the remaining funds are being taken from the maintenance vehicles and used toward fuel account. These changes result in a \$0 net increase to the budget.

B.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2022/23 General Fund Expenses				
Travel, Ed & Training	101-301-862.000	\$ 40,000.00	\$ 34,000.00	\$ (6,000.00)
Honor Guard Supplies	101-301-740.195	\$ 500.00	\$ 6,500.00	\$ 6,000.00
Net Change				\$ 0.00

JUSTIFICATION: This amendment is to increase the current budget for honor guard supplies by moving funds not being utilized in the travel, education, and training account. This results in a \$0 net increase to the budget.

C.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2022/23 Land Preserve Expenses				
Leachate Pre-Treatment System	596-526-994.200	\$ 2,109,426.91	\$ 297,765.08	\$ (1,811,661.83)
Diesel Fuel & Oil	596-526-775.100	\$ 500,000.00	\$ 560,000.00	\$ 60,000.00
Heavy Equipment Maintenance-Owned	596-526-776.000	\$ 550,000.00	\$ 705,000.00	\$ 155,000.00
Cell 7 Construction	596-526-994.098	\$ 1,864,800.00	\$ 3,461,461.83	\$ 1,596,661.83
Landfill Gas System Expansion	596-526-994.089	\$ 600,000.00	\$ 710,000.00	\$ 110,000.00
Seeding and Fertilizing	596-526-985.000	\$ 200,000.00	\$ 90,000.00	\$ (110,000.00)
Net Change				\$ 0.00

JUSTIFICATION: This amendment is to decrease the amount of the leachate pre-treatment system project that has been placed on hold and utilize the funds in accounts that need additional funding. Funds were also taken from the seeding and fertilizing account. Expenses have been higher than anticipated in diesel fuel and landfill gas system expansion. The heavy equipment maintenance needs additional funding to extend the life of our vehicles, to push equipment purchases into future years, and avoid additional debt at this time. The expense for the final portion of cell 7 came in over budget, but was

necessary to lay the ground work for the final area of the last cell. Funds from the stop work on leachate pre-treatment system allowed enough funds for these overages. This results in a \$0 net increase to the budget.

ACTION REQUESTED: The Comptroller 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.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	04/26/23
Financial Certification	X	04/26/23
City Attorney Endorsement	N/R	
Department Recommendation	X	04/26/23
Advisory Commission Recommendation	N/R	

10. RESOLUTIONS.

10.1 ADOPT RESOLUTION AUTHORIZING UPDATED PNC LETTER OF CREDIT AND INVESTMENT MANAGEMENT ACCOUNT – CITY MANAGER.

COMMUNITY IMPACT/BACKGROUND: City Council approved the execution of the updated PNC Letter of Credit at the 1/17/23 Council Meeting. Since then, the amount needed has increased from \$23,000,000 up to \$35,000,000 per Part 115 Amendments. PNC requests that the attached Resolution be adopted by Council to authorize the execution of the application and bank documents and to establish the investment management account.

ACTION REQUESTED: The City Council is requested to consider adopting the Resolution authorizing the updated PNC Letter of Credit and Investment Management Account.

ATTACHMENT: Resolution authorizing the updated PNC Letter of Credit and Investment Management Account.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/11/23
Financial Certification	N/R	
City Attorney Endorsement	X	05/11/23
Department Recommendation	X	05/11/23
Advisory Commission Recommendation	N/R	

11. ADMINISTRATION.

11.1 AUTHORIZE THE PREPARATION OF PLANS AND SPECIFICATIONS, THE SOLICITATION OF BIDS AND PERFORMING CONTRACT ADMINISTRATION, INSPECTION, TESTING, MARKING, AND AS-BUILT MEASUREMENTS BY CHARLES E. RAINES COMPANY IN THE AMOUNT NOT TO EXCEED \$98,000.00 FOR STREET SECTIONING – DPW.

COMMUNITY IMPACT/BACKGROUND: The 2023/24 proposed budget provides funding through ACT 51 funds for street sectioning. The Department of Public Works is requesting authorization for Charles E. Raines Company to prepare plans and specifications and authorization to seek proposals for this project and to perform contract administration, inspection, testing, marking and as-built measurements. The sectioning funding breakdown is as follows:

<u>PROJECT</u>	<u>BUDGET</u>
Street Sectioning (Local Streets)	\$460,000.00
Street Sectioning (Major Streets)	\$142,000.00

Funds for street sectioning have been allocated in the appropriate accounts for the 2023/24 proposed budget which is subject to approval by the City council.

ACTION REQUESTED: The City Council is requested to authorize Charles E. Raines Company to prepare plans and specifications, to seek proposals for this project, and to perform contract administration, inspection, testing, marking and as-built measurements for a cost not to exceed \$98,000.00.

ATTACHMENT: None.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/10/23
Financial Certification	X	05/10/23
City Attorney Endorsement	N/R	
Department Recommendation	X	05/10/23
Advisory Commission Recommendation	N/R	

11.2 AUTHORIZE APPROVAL OF THE 2023 PAVEMENT JOINT SEALING PROJECT COOPERATIVE CONTRACT WITH AL’S ASPHALT FOR THE 2023 PAVEMENT JOINT SEALING PROJECT IN THE AMOUNT OF \$153,090.00, PLUS 10% CONTINGENCY IN THE AMOUNT OF \$15,309.00, FOR A TOTAL OF \$168,399.00 AND AUTHORIZE ENGINEERING FEES WITH C. E. RAINES COMPANY TO PERFORM MARKING, CONTRACT ADMINISTRATION, INSPECTION AND AS-BUILTS IN AN AMOUNT NOT TO EXCEED \$12,000.00 – DPW.

COMMUNITY IMPACT/BACKGROUND: On 04/11/23, the City of Allen Park awarded a cooperative contract agreement with Al’s Asphalt for the 2023 Pavement Joint Sealing project. The Allen Park cooperative contract with Al’s Asphalt may be extended to various downriver municipalities including the City of Riverview.

Funds have been appropriated in the 2023/24 fiscal year pending City Council approval for pavement joint sealing and engineering.

ACTION REQUESTED: The City Council is requested to consider the following:

1. Approval of the 2023 pavement joint sealing project cooperative bid with Al’s Asphalt for the 2023 pavement joint sealing project in the amount of \$153,090.00, plus 10% contingency in the amount of \$15,309.00, for a total of \$168,399.00.
2. Approval of engineering fees to C. E. Raines Company in an amount not to exceed \$12,000.00 to cover field marking, contract administration, inspection and As-Builts.

ATTACHMENT: Al’s Asphalt’s unit prices break-down.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/10/23
Financial Certification	X	05/10/23
City Attorney Endorsement	N/R	
Department Recommendation	X	05/10/23
Advisory Commission Recommendation	N/R	

11.3 AWARD BID #2531 AND AUTHORIZE EXECUTION OF AGREEMENT WITH CORNERSTONE ENVIRONMENTAL GROUP (TETRA TECH), FOR WELLFIELD OPERATION AND MANAGEMENT AT THE RIVERVIEW LAND PRESERVE FOR \$18,965.00 PER MONTH, FOR AN ANNUAL COST OF \$227,580.00 – LAND PRESERVE.

COMMUNITY IMPACT / BACKGROUND: On 2/21/2023, the City Council authorized the solicitation of bids for the Land Preserve wellfield operation and maintenance, which has been done on a month to month agreement for some time now. On 3/29/2023, notice of invitation to bid was posted on MITN and the City’s website. Four (4) bids were received and read aloud on 4/20/2023. Cornerstone Environmental Group (A Tetra Tech Company) provided the lowest bid of the four bids received and have been providing annual regulatory environmental services for Land Preserve operations for years.

Funds are appropriated in the 2023/24 Adopted Budget for this project. Project Work Authorizations are on file in the Finance Office. Per the contract, the City reserves the right to terminate all work authorization with a 30 day advance written notice. Cornerstone Environmental Group (Tetra Tech) is aware of this provision.

The Ad Hoc Land Preserve Committee concurred with this request at their 5/08/2023 meeting.

ACTION REQUESTED: City Council is requested to consider bid award and authorize execution of agreement with Cornerstone Environmental Group (A Tetra Tech Company) for wellfield operation and management at the Land Preserve in the amount of \$18,965.00 per month, for an annual cost of \$227,580.00.

ATTACHMENT: Bid Tabulation.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/10/23
Financial Certification	X	05/10/23
City Attorney Endorsement	N/R	
Department Recommendation	X	05/10/23
Advisory Commission Recommendation	X	05/08/23

11.4 AUTHORIZE PURCHASE OF TWO BOMAG COMPACTORS FROM SOUTHEASTERN EQUIPMENT IN THE AMOUNT OF \$2,168,000.00 – LAND PRESERVE.

COMMUNITY IMPACT/BACKGROUND: The Riverview Land Preserve Committee made a motion on May 8, 2023 to move this forward to City Council. The current machines were deemed “faulty” due to excessive engine issues resulting in the Land Preserve having excessive downtime with the two current machines. This downtime results in lost airspace with is a crucial portion of the Land Preserve.

ACTION REQUESTED: City Council is requested to approve the purchase of two (2) Bomag Compactors from Southeastern Equipment in the amount of \$2,168,000.00.

ATTACHMENT: Quote from Southeastern Equipment.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/12/23
Financial Certification	N/R	
City Attorney Endorsement	N/R	
Department Recommendation	X	05/12/23
Advisory Commission Recommendation	X	05/08/23

12. ORDINANCES.

12.1 AUTHORIZE FIRST READING, BY TITLE ONLY, OF PROPOSED ORDINANCE NO. 741 TO AMEND THE ZONING ORDINANCE FOR THE CITY OF RIVERVIEW BY THE ADOPTION OF SECTION 20.05 “CONDITIONAL REZONING” TO ARTICLE 20, “PROCEDURES AND STANDARDS” – COMMUNITY DEVELOPMENT .

COMMUNITY IMPACT/BACKGROUND: Pubic Act 110 of 2006 has a provision allowing “an owner of land may voluntarily offer in writing, and the local unit of government may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map.” The Riverview zoning ordinance has not adopted this provision.

ACTION REQUESTED: City Council is requested to authorize the first reading, by title only, of Proposed Ordinance No. 741.

ATTACHMENT: Proposed Ordinance No. 741.

ENDORSEMENTS:

	Required	Date
City Manager Endorsement	X	05/11/23
Financial Certification	N/R	
City Attorney Endorsement	X	05/11/23
Department Recommendation	X	05/11/23
Advisory Commission Recommendation	N/R	

13. OTHER BUSINESS.

14. CLOSED SESSION.

None.

15. ADJOURNMENT.