

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
January 16, 2018

Mayor Roth called the meeting to order with the Pledge of Allegiance at 7:02 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

ROLL CALL

Present: Mayor Ken Roth, Mayor Pro Tem Nancy Darga, Councilmembers Sam Ekong, Patrick Giesa, and Marilyn Price

Absent: None

Also

Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Housing Director Tracey Emmanuel, and two citizens

Mayor Roth read a statement informing those present that the City Council meeting was being recorded for rebroadcast on the City's website. By remaining at the meeting, consent is inferred by those present to have their voice and image recorded and posted on the City's website.

PRESENTATIONS

A. Citizens Comments None

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion Ekong, seconded by Price to approve the agenda and consent agenda as presented.

Approve City Council Minutes of:

- Regular Meeting of 12/18/17

Receive Bills List:

- Accounts Payable Week of 1/1/18

Receive Board and Commission Minutes: None

Receive Departmental Reports:

- Youth Assistance: 1/18

Board and Commission Appointments: None

Request to Place Memorial Bench on City Property / Barbara Strong O'Brien

Resolution to Establish Dates and Times for March 2018 Board of Review

Resolution to Approve Guidelines for Poverty Exemptions

Request to Dispose of Assets / Computers / Allen Terrace

Motion carried unanimously.

PUBLIC HEARINGS

**A. Proposed Uses of Wayne County Development Block Grant Funds
Program Year 2018**

The City of Northville is expected to receive an estimated allocation of \$22,924 from Wayne County for the Community Development Block Grant (CDBG) funds for Program Year 2018. CDBG funds are used to target low to moderate-income residents or to provide an urgent community need. The City of Northville has no low/moderate income census tracts for project eligibility; however, the category of senior citizens qualifies as a presumed benefit group eligible for CDBG expenditures.

The CDBG application process requires a public hearing to obtain the views of citizens on the proposed use of the funds. Wayne County requested the City hold two public hearings. The first public hearing was held on January 3, 2018 with no public comment.

Recommendations for the use of PY2018 CDBG funds were as follows:

<u>Project Description</u>	<u>Amount</u>
<i>Public Services – Senior Services</i> CDBG funds may be used for the operation of Senior Citizen Centers for programs to keep seniors active and involved in their community.	\$ 1,529
<i>Public Facilities Improvements - Allen Terrace</i> CDBG funds may be used to perform rehabilitation improvements: Replacement of PTAC Units (individual packaged terminal air conditioners), Interior/exterior doors, refrigerators, parking lot light upgrades, etc.	\$19,103
<i>General Program Administration</i> A percentage of the allocation may be used for program administration.	\$ 2,292
Total Estimated Allocation – Wayne County	\$22,924

The public hearing opened at 7:04 pm. No public comments. Public hearing closed at 7:04 pm.

City Council Comment and Discussion: Staff further noted that there were no changes to the proposed uses and allocations as presented at the January 3, 2018 City Council meeting.

Motion Ekong, seconded by Darga to adopt a resolution authorizing the use of PY2018 Wayne County Community Development Block Grant Funds as proposed. **Motion carried unanimously.**

NEW BUSINESS

**A. Purchase of Desktop Computers and Network Connection
Allen Terrace**

The current computers at Allen Terrace are over 10 years old and are in need of replacement. The processor speed, amount of memory, and operating systems are not sufficient for current data processing needs. Additionally, Allen Terrace is not connected to the City’s computer network system. Connecting to this system will provide a secure means of communication as well as access to the City’s financial system. Upgraded equipment is required in order to make this connection.

For several years, the City's primary vendor for technology equipment has been CDW-G. CDW-G is able to offer competitive pricing utilizing the National IPA Technology Solution Contract, which is better than the Federal GSA program. CDW-G provided a quote of \$3,157.83 for three desktop computers, three monitors, and MS Office 2016 for each computer. The City utilizes shared Information Technology (IT) services with Northville Township, who will provide connection to the City's computer network via Point-to-Point VPN for an estimated cost of \$1,000 - \$2,000, with no recurring monthly fee. The IT team will install these upgrades.

The total cost for the computers, monitors, and software is \$3,157.83. The proposed cost for the Point-to-Point VPN Connection is \$1,000 - \$2,000. As there were not budgeted expenses, a budget amendment to use fund balance is necessary.

City Council Comments and Discussion: In response to questions from City Council, it was explained that Staff worked directly with the City's IT consultant to ensure that the hardware is compatible with the City's network. The VPN quote provided is a range of \$1,000-\$2,000 as the final cost will not be known until the internet speed is determined and the work needed to make the connection is completed. The advantages in being connected to the City's network include access to the shared information drive as well as access to the BS&A program modules for financial information, payroll, accounts payable, etc.

A separate comment from Council requested that the old computer equipment be recycled and not scrapped.

Motion Darga, seconded by Ekong to authorize Staff to purchase three desktop computers from CDW-G in the amount of \$3,157.83, and a point-to-point VPN with installation, in the amount of \$1,000-\$2,000 from the Northville Township IT Department. Further, a budget amendment in the amount of \$5,158 from fund balance is approved. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications

Price recognized Julie Mantay. Mantay was present this evening regarding the consent agenda item approved to provide for the placement of a public bench in the open space behind City Hall. The bench was requested by the Northville Garden Club to honor Barbara Strong O'Brien. O'Brien was a past president of the Northville Garden Club and an active volunteer in the Northville community for several decades. The bench will be a wonderful addition to the open space area at Wing and Cady Streets.

Mantay thanked City Council for their support and approval of the public bench request honoring her mother, Barbara Strong O'Brien.

Darga asked that the Northville Garden Club consider giving a presentation at a future Council meeting to outline the Club's mission and projects.

Darga urged people to support the Art Crush Event being held in February. The event supports Northville Art House and its programs.

B. Staff Communications None

Being no further business, the meeting was adjourned.

Adjournment: 7:12 p.m.

Respectfully submitted,

Dianne Massa, CMC
City Clerk

Ken Roth

Approved as submitted: 02/05/18