

City of Northville
CITY COUNCIL REGULAR MEETING MINUTES
September 17, 2018

Mayor Roth called the meeting to order with the Pledge of Allegiance at 7:00 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, Councilmembers Nancy Darga, Sam Ekong, and Marilyn Price

Absent: Councilmember Patrick Giesa (excused)

Also

Present: City Manager Patrick Sullivan, City Clerk Dianne Massa, Planning Consultant Sally Elmiger, Elaine Robinson of Commonwealth Heritage Group, and ten 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

John Forslund, 350 Lake Street, spoke about the flooding that occurs during rain storms on the streets and properties between Carpenter and Lake Streets. Due to large footprint structures, the water has nowhere to go. The storm drains are older and cannot handle the water volume, causing flood conditions in the street and on private property. An August storm left 14 inches of water in his garage. Forslund has taken it upon himself to keep the storm drains clear. He requested the City clear the storm drains in this area more frequently. Forslund also asked that the Department of Public Works (DPW) check for debris or other blockages in the pipes between Lake Street and the Mill Pond.

Comments from City Council noted that the City is looking at the footprint for tear-down and rebuild homes, and the effect of these homes, and storm water runoff issues, to determine if an ordinance amendment is appropriate. While this will not help Lake Street, it would alleviate this issue on other streets. The matter was referred to the DPW Director. Forslund left his contact information, and the City Manager and DPW Director will contact him with information on the storm drain maintenance schedule, and if there are any storm drain blockages.

B. Historic Survey Status Report and Project Update

Planning Consultant Sally Elmiger explained that in 2017, the City was awarded grant from the State Historic Preservation Office (SHPO) for an intensive-level survey of the resources in the City's Historic District. The City solicited Requests for Proposals for the purpose of conducting the survey, and City Council awarded the project, in 2017, to Commonwealth Heritage Group. Commonwealth Heritage

Group completed the intensive-level survey of all of the properties within the current boundaries of the Historic District. Commonwealth Heritage has also completed drafts of the following documents that were included in the grant received from SHPO:

1. Northville Historic District Survey
2. Northville Historic District Study Report
3. Northville National Register of Historic Places Nomination Update.

Elaine Robinson, Senior Architectural Historian of the Commonwealth Heritage Group, explained that the original survey was done in 1972, with only 61 of the 300 structures described in the survey. The survey did not establish a context or period of significance. In 2007, the Historic District boundary was modified to remove properties within 200 feet of the District boundary.

The updated Local Historic District Report includes:

- A historic narrative and nine historic context areas.
- A revised boundary to maximize the number of contributing resources.
- A revised and justified period of significance of 1830 to 1968.
- Brief histories of each property.
- National Register evaluations of each property, including statements of significance and historic integrity.

The District has 411 resources, of which 248 are contributing and 163 are non-contributing. Robinson explained the criteria used in making a contributing or non-contributing determination. Based on the survey results, the survey recommends the boundary map for the Historic District be updated to remove some vacant and newly-developed properties from around the edge of the District. This change will increase the ratio of contributing/non-contributing buildings in the District to better meet the requirements for a National Register nomination. The new boundary more accurately represents the District.

On September 14, 2018, the State Historic Preservation Review Board discussed the National Register nomination. Several local residents attended the meeting to voice their concerns with certain contributing/non-contributing designations. The Review Board tabled its decision and will revisit this in January 2019.

Discussion ensued pertaining to considering footprint archeology when determining the significance of land (this was not a part of the scope of work for this intensive-level survey project), the period of significance established for the District, the desired contributing/non-contributing ratio of 80% and the minimum of 50%, the new boundary that has 65% contributing compared to the current boundary with 50% contributing resources, and the prestige and advantages to the City when recognized by the National Register of Historic Places.

The Local Historic District Study Committee will hold a public hearing regarding the Study Report on September 25, 2018 at 7pm. Any comments collected at this hearing will be considered by the Study Committee, in consultation with the architectural historians. If changes are deemed necessary, they will be forwarded to SHPO. If changes are deemed not necessary, the Study Committee has one year to move the document on to City Council for adoption.

If not already done, Council requested the public hearing information be posted on the public notices section of the website and City News to give people notice to have their voices heard.

Final comments from Council noted the Study Committee is comprised of resident volunteers that spent a great amount of personal time reviewing the report recommendations and making site visits. Council voiced appreciation for their dedication to the community.

APPROVAL OF AGENDA AND CONSENT AGENDA

Change Order #1 – Construction for Fish Hatchery Park Retaining Wall Project was added to the agenda.

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

Approve City Council Minutes of:

- Regular Meeting of September 5, 2018

Receive Bills List:

- Accounts Payable Week of September 10, 2018

Receive Board and Commission Minutes: None

Receive Departmental Reports:

- Youth Assistance: 9/18

Board and Commission Appointments:

- Liquor License Review Committee: reappoint John Buckland, term expiring 9/1/20

- Historic District Commission: appoint Gisvi Pardo De Reyes to fill a vacancy, term expires 1/1/19

- Downtown Development Authority: reappoint Margene Buckhave, Shawn Riley, and Mary Starring, terms expire 9/30/22

- Housing Commission: reappoint Nancy Catallo, term expires 9/15/23

Special Event Request / Skeletons are Alive / October 5, 2018

Halloween Trick or Treat Hours and Street Closures

Amendment to Fees, Fines and Penalties Schedule / Mobile Food Vending Stand/Food Trucks

Proclamation / Fire Prevention Week

Motion carried unanimously.

PUBLIC HEARING

A. Vacate Horton Street Right-of-Way

On August 20, 2018, City Council was presented petitions and heard comments from residents requesting the vacation of the southern portion of Horton Street, between Hill and Maplewood, and was asked to set a public hearing to consider a resolution for September 17, 2018.

Section 7.6 of the City Charter states that “Council action to vacate, discontinue or abolish any highway, street, lane, alley or other public place, or part thereof, shall be by resolution. After the introduction of such resolution and before its final adoption, the Council shall appoint a time when it shall meet and hear objections thereto; and notice of the time, place and purpose of such meeting shall be published either separately or as part of any published proceedings of the Council.”

Public hearing opened at 7:39pm.

The City Manager noted that the area proposed for vacation is a portion of the 50-foot street commonly known as Horton Street, located mid-way between Carpenter and Novi Streets and which runs in a north-south direction from Hill to Maplewood Streets. The City will keep an easement of 50 feet for utilities and to keep the area open to pedestrian access to the park area. The undeveloped road goes behind the area that has been used, for the last 100 years, as a park. The neighbors wish to preclude any further

residential development behind their existing homes, and preserve the access for pedestrians and utility easements in this section of the right of way. They do not want to see Horton Street extended to Maplewood.

Mark Vernacchia, 965 Novi Street, addressed the Horton Street vacation petitions. Vernacchia reiterated that the neighbors believed the land behind their houses was designated park land. Recent lot sales and builder activities prompted them to question any potential Horton Street extension behind or adjacent to their lots. The property owners do not intend to sell their second lots. All hoped that Council would approve the vacating request.

Being no further comments, the public hearing closed at 7:41pm.

City Council Discussion: Council referred to the Planning Consultant's January 9, 2018 memo pertaining to the development of public road to access Oakwood Subdivision Lots (Horton and Maplewood). Building a partial road in the Horton Street right-of-way could open up the entire length of the undeveloped right-of-way, between Hill and Maplewood, to development. Property owners could sell off the back part of their property for new residential development, which would completely change the character of this area. Vacating this property avoids this scenario. Council applauded the neighbors coming together to preserve this area of the City.

In the Planning Consultant's memo, it was questioned whether Council will need to weigh in on design/construction of the extension of Horton Street. This road is part of a recorded subdivision. The Subdivision Ordinance requires that road design be included with the final plat, which is approved by City Council. Comments from City Council concurred on waiting to have the City Attorney evaluate this question and provide an opinion until after the developer submits an application.

In response to a question for Council, it was explained the resolution provides for the City to retain public access for utilities and pedestrian access.

Motion Price, seconded by Darga to vacate the southern portion of Horton Street, between Hill and Maplewood. **Motion carried unanimously.**

NEW BUSINESS

A. Contract Award Joint and Crack Sealing

In May 2017, a field evaluation of all roadway pavements under the jurisdiction of the City of Northville was performed. This information was used to develop a pavement management system, and recommended annual preventative maintenance crack and joint sealing. This annual project will help prolong the life expectancy of roads in good condition areas. The scope of work includes locating and cleaning cracks and open joints in the roadway, which are then sealed with a hot mastic sealant.

On August 20, 2018 the City received bids from two contractors for the 2018-2019 Crack Sealing Program. The bid project was posted on the Michigan Intergovernmental Trade Network.

Codeller Company	\$35,248.80
Carr's Outdoor Services, Inc.	\$19,985.20

The bids were reviewed, and submitted properly as required in the City's Advertisement for Bids. Carr's Outdoor Services, the low bidder, was contacted and is prepared to perform this work. Carr's Outdoor Services is located in Canton, Michigan.

Staff checked the references provided by this contractor, interviewed the representative from this company and found the company to be qualified for this work. The contract documents prepared for this project were reviewed and approved by both the City Attorney and City’s insurance representative. City Council approved a budget of \$25,000 in the Major Street Fund of \$25,000.

City Council Discussion: Although this project was advertised on MITN, Council questioned why only two bids were received. As the low bid was \$6,000 less than the project budget, following brief discussion, Council suggested the Director of Public Works determine if there were more streets that could be added to this project. Comments also voiced a preference to allow the DPW Director and Engineer to determine which streets to add to the project.

Motion Darga, seconded by Ekong to approve and award a contract in an amount not to exceed \$25,000 to Carr’s Outdoor Services, Inc. Further, the Director of Public Works is authorized to sign and administer this contract on behalf of the City of Northville. **Motion carried unanimously.**

B. Water Meter Purchase

Currently, the City has 2,739 active metered water accounts. The majority of these meters have been in service more than 20 years. As water meters age, they lose accuracy. The longer the meter is in service the more inaccurate it becomes, typically measuring less consumption than has been used. During the 2017-2018 fiscal year, the City’s water distribution loss exceeded 13%.

Historically, the City purchased Neptune water meters from Ferguson Waterworks. In part, this was necessary in order for the meters to function with the Water Department’s hardware and software. For decades, Neptune water meters were the industry leader.

In 2016, the City began investigating new technology by installing water meters from Metron-Farnier with Verizon cellular enabled transmitters. These meters have performed well, accurately measuring water consumption, and are compatible with the existing water meter reading program. In some cases, these meters have reduced water loss by as much as 22%.

Metron-Farnier is a sole source provider, and includes the benefits listed below without investing additional funds in a City-owned wireless network. Metron-Farnier meters allow for:

- Verizon wireless network for advanced metering infrastructure with no monthly charges.
- Web Portals and tools for data visualization, reporting and meter reading (no manual reading).
- Residential Web Portal and mobile app for consumption patterns.
- Low flow accuracy.
- 10 year warranty.

Currently, there are 10 water meters greater than two inches in size. As an initial step to city-wide water meter replacement, and to reduce water loss, it would be sensible to replace these meters. Quotes were solicited from Ferguson Waterworks and Metron-Farnier as follows:

Metron-Farnier	\$29,300
Ferguson Waterworks	\$32,183

In replacing slow and inaccurate water meters, the new meters are expected to capture currently undetected water use, which should reduce water loss and recover Water Department revenue. The Water and Sewer Fund has an approved budget of \$75,000 for water meter replacement.

City Council Discussion: In response to a question, Staff clarified that, currently, there are 10 water meters that are two inches or greater in size. The aging, larger meters allow for larger water flow and if not working accurately to meter water use, result in a larger water loss. Replacing the larger size meters first should help in reducing the City’s overall water loss.

Other comments raised concern with the security of the Verizon Wireless Network. The Director of Public Works was directed to report back to City Council with more information about the functionality and security of the Verizon wireless network.

Motion Darga, seconded by Price to waive the competitive sealed bid process and authorize the Director of Public Works to enter into an agreement for the purchase of new water meters from Metron-Farnier for a cost of \$29,300, and to insure the security level of the system prior to purchase. **Motion carried unanimously.**

C. Fish Hatchery Park Retaining Wall Repair Project Change Order #1

On August 5, 2018, the Fish Hatchery Park Retaining Wall Repair project was awarded to TSP Environmental. TSP encountered difficulty dewatering the pond due to drawing down from neighboring bodies of water. As such, TSP proposed a new method to dewater the pond by using sheet piling to cofferdam their work around the retaining wall. This method requires a change order in the amount of \$8,510. SME reviewed the proposed methods and quantities/depth of sheet piling, and approved this approach.

There is \$10,000 in contingency funding budgeted for this project. The Change Order request falls within the budgeted amount and will be funded from the Wayne County Park Millage Fund allocations. This is believed to be the most effective and economical approach in order to proceed with the project.

Ronald Swan of TSP Environmental briefly explained the process of using sheet piling to cofferdam their work around the retaining wall. The sheet piling installation is temporary and will be removed when the project is completed. Swan also gave a project update and reviewed the project schedule.

City Council Discussion: Questions pertained to the types of fish found in the pond, the need to take pictures to document the project, and a suggestion to do a news article about the Fish Hatchery pond. The budget did not allow for dredging and replacing the aerator. As such, the pond depth is about 18 inches. The sediment has a lot of suction and could be dangerous. It was suggested “do not wade” warning signs be placed at the pond.

Motion Price, seconded by Darga to approve Change Order #1 in the amount of \$8,510 to TSP Environmental for the Fish Hatchery Park Retaining Wall Repair project. **Motion carried unanimously.**

MAYOR AND COUNCIL COMMUNICATIONS

A. Mayor and Council Communications

Roth reminded everyone of the Street Improvement Bond Proposal on the November 6th General Election ballot. On September 20th at 6:00pm, there is a public forum at Community Center. A second public forum will be held in October. The forums will provide voters an opportunity to gather information, speak to experts, and ask questions about the bond proposal. City Council is invited to attend.

Darga recently attended a Conference of Western Wayne meeting, which included a report from Wayne County Executive Warren Evans on the opioid crisis, and the grant funds directed toward the County's new counseling program. Program counselors include former drug addicts that will use their experience and sobriety to help addicts. Opioid addiction is a broad problem that affects all communities, including Northville.

B. Staff Communications None

Ed Funke asked for clarification on the section of Horton Street being vacated.

Being no further business, the meeting was adjourned.

Adjournment: 8:17p.m.

Dianne Massa, CMC
City Clerk

Ken Roth
Mayor

Approved as submitted: 10/1/18