



A G E N D A

CITY COMMISSION MEETING

Monday, February 3, 2014

7:00 PM

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Announcements, Acknowledgments and Communications and Reports.

Presentation by the Mount Clemens Historical Commission of a Historical Home Marker for 28 Belleview.

Presentation by the Clinton River Watershed Council: Mount Clemens Waterhub Visioning Project.

5. Adoption of Agenda.
6. Public Participation.
7. Administrative Response to Issues or Questions Raised During Previous Meetings.
8. Approval of Minutes
9. General Business
 - 9-A - Discussion Regarding Procedures for City Manager Selection.
 - 9-B - Approve Purchases and Payment of Invoices.
10. Consent Agenda
 - 10-A - Second Reading and Adoption of a Michigan State Housing Development Authority Tax Exemption Ordinance for 67 Cass Avenue.
 - 10-B - City Commission Approval of the Fiscal Year 2014 Specialized Services Operating Assistance Program Third-Party Contract.

10-C - Request Approval of the Agreement for Macomb County Animal Control Services.

10-D - Request to Approve an Application for a Special Event for the Knights of Columbus to Conduct Charitable Solicitations for a 2014 Tootsie Roll Drive.

11. City Manager's Report.

12. Commissioners' Comments.

13. Adjournment.

The City of Mount Clemens will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon one week-notice to the City of Mount Clemens. Individuals with disabilities requiring auxiliary aids should contact the City of Mount Clemens by writing or calling the following:

City Clerk's Office
One Crocker Boulevard
Mount Clemens, Michigan 48043
586.469.6818, Extension 310
911 - TDD

EXPLANATION OF AGENDA – February 3, 2014

Agenda Item No. 9-A

Discussion Regarding Procedures for City Manager Selection

As a result of the City Manager having notified the Commission of his decision not to renew his contract, which expires April 30, 2014, it is necessary for the Commission to determine the procedure(s) it wishes to utilize in selecting the next City Manager.

SUBMITTED BY: Denise Mentzer, City Commissioner
Ronald Campbell, City Commissioner

RECOMMENDED MOTION: To discuss the procedure(s) to be utilized in the selection of a City Manager.

EXPLANATION OF AGENDA – February 3, 2014

Agenda Item No. 9-B

APPROVE PURCHASES AND PAYMENT OF INVOICES

VENDOR (PURCHASES)	DESCRIPTION	FUND/ DEPARTMENT/ APPROPRIATION	ACCOUNT NUMBER	AMOUNT	CURRENT BALANCE
1.Hamlett Engineering Sales Company dba HESCO 28838 Van Dyke Warren, MI 48093	Red Valve (Brand) Check Valves 70% FUNDED WITH HAZARDOUS MITIGATION GRANT MONIES.	Sewer – Utilities Fund/ Operation of Plant/ Contractual Services	590-53708-818000	\$60,679.00- \$70,017.00 (TOTAL) \$18,203.70- \$21,005.10 (CITY'S 30%)	\$57,664.04

VENDOR (INVOICES)	DESCRIPTION	FUND/ DEPARTMENT/ APPROPRIATION	ACCOUNT NUMBER	AMOUNT	CURRENT BALANCE
1. Trident Insurance Service P.O. Box 974934 Dallas, TX 75397	Deductible Portion of a Water Claim; Daner	Sewer-Utilities Fund/ Commercial Activities/ Liability Insurance	590-53703-928000	\$3,105.42	\$30,809.82
2. Fondriest Environmental 2091 Exchange Court Fairborn, OH 45324	Annual site Interrogation Service; includes System status Alerts and alarms.	Water-Utilities Fund/ Operation of Plant/ Contractual Services	591-53708-818000	\$1,950.00	\$36,614.87
3. FDM Contracting 49156 Van Dyke Shelby Township, MI 48317	On 10/21/13 the City Commission Awarded a contract To FDM Contracting For the Sewer Rehabilitation on Washington Street. At this time, we Are requesting an Additional \$4,145 For increased Quantities that Were required.	Sewer-Utilities Fund/ Transmission/ Contractual Services	590-53704-818000	\$4,145.00	\$27,637.94

VENDOR (INVOICES)	DESCRIPTION	FUND/ DEPARTMENT/ APPROPRIATION	ACCOUNT NUMBER	AMOUNT	CURRENT BALANCE
4.Eastern & Central Michigan Kenworth 43320 North Gratiot Clinton Township, MI 48036	Miscellaneous Auto parts and Supplies Purchases in the Month of December, 2013.	Motor Pool Fund/ Department of Public Services/ Repair Parts	661-44100-784000	\$294.01	\$29,954.82
		Motor Pool Fund/ Department of Public Services/ Vehicle Maintenance	661-44100-939000	\$1,480.22	\$23,779.71
5.NBC Truck Equipment 28130 Groesbeck Roseville, MI 48066	Box for Dump truck #108	Motor Pool Fund/ Department of Public Services/ Repair Parts	661-44100-784000	\$2,920.27	\$29,954.82
6.AIS Construction 65809 Gratiot Lenox, MI 48050	Skid Steer Repairs Backhoe repair Parts	Sewer-Utilities Fund/ Retention Basin/ Machinery and Equipment	590-53707-982000	\$1,975.24	\$2,500.00
		Motor Pool Fund/ Department of Public Services/ Vehicle Maintenance	661-44100-939000	\$1,087.14	\$23,779.71

SUBMITTED BY: Marilyn Dluge, Finance Director/Treasurer

RECOMMENDED MOTION: Approve purchases and payment of invoices as presented.

EXPLANATION OF CONSENT AGENDA – February 3, 2014

Agenda Item No. 10-A

Second Reading and Adoption of a Michigan State Housing Development Authority Tax Exemption Ordinance for 67 Cass Avenue

At its meeting of January 21, 2014, the Commission approved the adoption of a Michigan State Housing Development Authority Tax Exemption Ordinance for the redevelopment of the property at 67 Cass Avenue. The ordinance calls for payment of an annual service charge for public services in lieu of all property taxes. The annual service charge would be equal to 10% of the difference between the Annual Shelter Rents actually collected and Utilities. In addition, the ordinance provides for annual payments of \$25,000 to defray administrative and emergency services expenses. The ordinance would be valid for a maximum of 15 years, and is subject to construction beginning within one year of the adoption of the ordinance.

A summary of the ordinance has been prepared for publication as allowed by Charter Section 10.135. The summary has been prepared as a cost saving measure.

SUBMITTED BY: Brian L. Tingley, Director
Community Development Department

RECOMMENDED MOTION: To approve the second reading and adoption of a Michigan State Housing Development Authority Tax Exemption Ordinance for 67 Cass Avenue and approve the Ordinance Summary for publication.

EXPLANATION OF CONSENT AGENDA – February 3, 2014

Agenda Item No. 10-B

City Commission Approval of the Fiscal Year 2014 Specialized Services Operating Assistance Program Third-Party Contract

Attached is the Fiscal Year 2014 Specialized Services Operating Assistance Program Third-Party contract between the Suburban Mobility Authority for Regional Transportation (SMART) and the City of Mount Clemens. This contract is the same as the Fiscal Year 2013 contract and has been reviewed by the City Attorney's office and the City's insurance carrier.

The contract outlines the obligation of funds from the Michigan Department of Transportation through SMART to provide public transportation services to persons with disabilities and senior citizens.

SUBMITTED BY: Jeffrey D. Wood, Public Services Director

RECOMMENDED MOTION: Approve the Fiscal Year 2014 Specialized Services Operating Assistance Program Third-Party Contract between Suburban Mobility Authority for Regional Transportation (SMART) and the City of Mount Clemens as presented; and authorize the execution of the contracts by the appropriate City officials.

EXPLANATION OF CONSENT AGENDA – February 3, 2014

Agenda Item No. 10-C

Request Approval of the Agreement for Macomb County Animal Control Services

Each year the County sets fees for animal shelter services provided by the County. The fees are adjusted based upon inflation and the Michigan Department of Agriculture required holding times. The fee for a 10-day quarantine has been increased from \$153.00 to \$225.00; the fees for the use of tranquilizer equipment has increased from \$82.00 to \$150.00. All of the services that have increased in the 2014 contract are services that are used very seldom, if at all; however, it is a service that is available if it is necessary.

According to the Macomb County Chief Animal Control Officer, the fees are non-negotiable. The fees are set for the entire County and cannot be negotiated by individual municipalities. The only option a municipality has is to opt out of the contract and provide services themselves.

SUBMITTED BY: Jeffrey D. Wood, Public Services Director

RECOMMENDED MOTION: Approve the attached Agreement for Macomb County Animal Control Services as presented.

EXPLANATION OF CONSENT AGENDA – February 3, 2014

Agenda Item No. 10-D

Request to Approve an Application for a Special Event for the Knights of Columbus to Conduct Charitable Solicitations for a 2014 Tootsie Roll Drive

The Knights of Columbus Council #744 is seeking permission to hold its annual “Tootsie Roll” Drive from 7:30 a.m. to 6:00 p.m. on April 11, April 12, and April 13, 2014, with proceeds being given to organizations that assist the mentally impaired. The locations proposed are Northbound Gratiot Avenue and Cass, Groesbeck and Cass Avenue and Market and Southbound Gratiot Avenue.

The organization has committed to submitting a Certificate of Insurance naming the City as an additional insured. Solicitors will be wearing bright yellow vests clearly identifying them as Knights of Columbus. No additional City services are required.

SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to grant Special Event Approval to the Knights of Columbus Council #744 to conduct charitable solicitations for their 2014 “Tootsie Roll” Drive on April 11, April 12, and April 13, 2014.

EXPLANATION OF AGENDA – February 3, 2014

TO: The Honorable Mayor Barb Dempsey and
All City Commissioners

FROM: Douglas C. Anderson, City Manager

DATE: January 30, 2014

RE: Report from the City Manager's Office

1. **Reminder:** There is a budget planning work session tentatively scheduled for 10 a.m. on Saturday, February 8, 2014.
2. **City Offices Closed:** City offices will be closed on Monday, February 17, 2014, for Presidents Day. Trash pickup will run on schedule during the entire month of February, including the week of Presidents Day – February 17th through February 21st. **The next regularly scheduled City Commission meeting will be held on Tuesday, February 18, 2014, at 7 p.m.**