

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, NOVEMBER 10, 2014 AT 7:00 P.M.
COUNCIL CHAMBERS – NOVI CIVIC CENTER – 45175 TEN MILE ROAD**

Mayor Gatt called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Gatt, Mayor Pro Tem Staudt, Council Members Casey, Markham, Mutch, Wrobel

ALSO PRESENT: Peter Auger, City Manager
Victor Cardenas, Assistant City Manager
Thomas Schultz, City Attorney

APPROVAL OF AGENDA:

CM 14-11-172 Moved by Wrobel, seconded by Casey; CARRIED UNANIMOUSLY:

To approve the Agenda as presented.

Roll call vote on CM 14-11-172 **Yeas: Staudt, Casey, Markham, Mutch,
Wrobel, Gatt**
Nays: None

PUBLIC HEARING – None

PRESENTATIONS

1. Neighborhood Entryway Matching Grant Program - Crystal McLain, Management Analyst Graduate Intern

Ms. McLain explained that the idea for a Neighborhood Entryway improvement grant was derived in 2013 after City administration and Council visited Fishers, IN, and learned of a program they had implemented, which offered subdivisions in their community a matching grant oriented toward the beautification of their entrances. From there, City staff came up with a similar grant program, (the Neighborhood Entryway Enhancement Matching Grant Program) that offers subdivisions a 50/50 matching grant of up to \$5,000 for the beautification of subdivision entrances through permanent physical improvements, including adding/modifying entrance signs, construction of flower beds, tree plantings, and installation of other related entryway improvements, with certain stipulations including: all improvements must be located on the perimeter of the neighborhood, visible from the right of way; projects cannot include non-permanent, reoccurring, or maintenance improvements items; and organizations are limited to no more than one award every two years. Included within the grant application is the Residential Entranceway Signage document, created by the Community Development Department as a thorough guideline for entryway signage construction regulations,

which is intended to provide understanding of regulations early on and applicants are encouraged to meet with Community Development prior to application submission to ensure that their project abides all City ordinances. Ms. McLain said the due date for submission is February 1, at which time City staff will provide all applications to the Beautification Commission, who will rate the projects on a 75 point rating system and will make their recommendations to City Council, who will make the final decision. Projects must be completed by November 15, at which time the City will reimburse the organizations for their portion (again, a 50/50 match up to \$5,000). The City has budgeted \$25,000.00 for Fiscal Year 2014-15, which would potentially allow for 5 grants @ \$5,000 apiece.

Member Casey asked her for any information of how the grant information could be communicated to let Homeowner's Associations know about the program. Ms. McLain said she spoke with Sheryl Walsh, Director of Communications. Ms. Walsh has an agenda to include it in all social media and to reach out to all the Homeowner's Associations.

Member Wrobel asked when the application period opens. Ms. McLain said as soon as possible after the meeting.

2. Metro Branch Snow Plow Roadeo Championship Trophy Presentation to Marc Tolsdorf and Matt Turco – Gary Mekjian, American Public Works Association Michigan Chapter President; and Matt Wiktorowski, DPS Field Operations Senior Manager

Mr. Mekjian thanked everyone for recognizing talented employees. Citizens rank maintenance and snowplowing of roads as one of their highest priorities of municipal services. Annually, APWA holds friendly competitions between road agencies showcasing their snowplow operators; especially, their expertise, equipment knowledge, and safety practices. These are called Snow Plow Roadeos which require operators to complete a series of maneuvers that simulate actual winter maintenance operations. He spoke about the various maneuvers the operators go through. There were eighteen teams that competed at this year's Roadeos. He presented Marc Tolsdorf and Matt Turco from the DPS Department a traveling trophy and wall plaque for being the 2014 APWA Snow Plow champions. Mayor Gatt thanked the DPS staff for their service.

REPORTS:

1. MANAGER/STAFF – None
2. ATTORNEY – None

AUDIENCE COMMENT:

Pam Sordyl, Clarkston, MI, with Puppy Mill Awareness of Southeast Michigan, spoke about a work order 97-115 from the Department of Agriculture. It is an investigation report of puppies with ear mites coming into the State. She said the infected puppies were shipped illegally into the State and sold to local families. It concerns her there is a conflict of interest with veterinarians servicing puppy stores. She thinks they are covering up puppy illnesses in exchange for referrals.

Cortney Protz-Sanders, Madison Heights resident, said she is a board trustee for Michigan's Political Action Committee for Animals. She spoke about the groups functions at the State, County, and City level. They inform voters of their endorsements before election time. Residents asked the group to become engaged in Novi because of the pet stores in the area.

CONSENT AGENDA REMOVALS AND APPROVALS (See items A-L):

CM 14-11-173 Moved by Casey, seconded by Wrobel; CARRIED UNANIMOUSLY:

To approve the Consent Agenda as presented.

- A. Approve Minutes of:
 - 1. October 20, 2014 – Regular meeting
- B. Enter Executive Session immediately following the regular meeting of November 10, 2014 in the Council Annex for the purpose of discussing property acquisition and privileged correspondence from legal counsel.
- C. Approval of recommendation from the Consultant Review Committee to award a two-year Traffic Engineering Consulting Services contract to URS (with the option for a one-year renewal) and adoption of revised fee schedule, effective December 15, 2014.
- D. Approval of resolution recognizing Giving Songs, Inc. as a non-profit organization for religious, charitable and educational purposes.
- E. Approval of an amendment to the engineering services agreement with URS Corporation for additional design engineering services for the Christina Lane Culvert Rehabilitation Project in the amount of \$14,820.
- F. Approval to award the purchase (including a five year maintenance agreement) of a Mailroom DS-75 Folder/Insert to Neopost USA through the Western States Contracting Alliance (WSCA) cooperative purchasing contract in the amount of \$13,758.
- G. Approval to award Novi Enterprise Asset Management System (NEAMS) mobile device purchase to CDW Government for 20 field tablets and operational

- accessories through the National Intergovernmental Purchasing Alliance Company (IPA) cooperative purchasing program in the amount of \$40,744.
- H. Approval to dispose of obsolete Turnout Gear with the intention of providing them to the Highland Park Fire Department.
 - I. Approval to set a Public Hearing Date on November 24, 2014 for the 2015 Community Development Block Grant Program.
 - J. Approval of a Storm Drainage Facility Maintenance Easement Agreement from the Kroger Company of Michigan for the Kroger Office Expansion located at 40393 Grand River Avenue (parcel 22-24-327-010).
 - K. Approval to set a public hearing for the December 8, 2014 City Council meeting for the request of Foresta Architects, LLC to amend the Sandstone Associates Limited Partnership v. City of Novi Consent Judgment to allow the proposed Tortora lot split to construct two single-family homes on the northwest side of Novi Road, south of Thirteen Mile Road.
 - L. Approval of Claims and Accounts – Warrant No. 927

Roll call vote on CM 14-11-173

**Yeas: Casey, Markham, Mutch, Wrobel, Gatt,
Staudt
Nays: None**

MATTERS FOR COUNCIL ACTION

- 1. Approval of installation of a concrete pad and generator including necessary materials and labor of Meadowbrook Commons Activity Center estimated at \$90,000; and amend the budget.

CM 14-11-174 Moved by Wrobel, seconded by Casey; CARRIED UNANIMOUSLY:

To approve installation of a concrete pad and generator including necessary materials and labor of Meadowbrook Commons Activity Center estimated at \$90,000; and amend the budget.

Mr. Auger commented that it is a creative re-purpose of the generator that was used by the water storage tank and brought to Meadowbrook Commons to be used.

Member Wrobel thanked the City staff for re-purposing the generator for someplace that it was needed. It provides better services at Meadowbrook Commons.

Member Mutch asked if this was a General Fund line item. Mr. Auger said it was coming from the Meadowbrook Commons budget.

Roll call vote on CM 14-11-174

Yeas: Markham, Mutch, Wrobel, Gatt, Staudt,
Casey
Nays: None

2. Approval to eliminate the General Administration Department within the General Fund to comply with the Uniform Chart of Accounts for Local Governments as set forth by the State of Michigan Department of Treasury; and amend the budget.

CM 14-11-175 Moved by Casey, seconded by Wrobel; **CARRIED UNANIMOUSLY:**

To approve the elimination of the General Administration Department within the General Fund to comply with the Uniform Chart of Accounts for Local Governments as set forth by the State of Michigan Department of Treasury; and amend the budget.

Mr. Auger said they are cleaning up and putting the funds in each department instead of a "catch all" fund.

Roll call vote on CM 14-11-175

Yeas: Mutch, Wrobel, Gatt, Staudt, Casey,
Markham
Nays: None

AUDIENCE COMMENT – None

COMMITTEE REPORTS – None

MAYOR AND COUNCIL ISSUES – None

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION – None

COMMUNICATIONS:

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 7:17 P.M.

Robert J. Gatt, Mayor

Maryanne Cornelius, City Clerk

Transcribed by Jane Keller

Date approved: November 24, 2014