

**MINUTES OF THE  
REGULAR MEETING OF THE HIGHLAND PARK CITY COUNCIL**

**MARCH 19, 2018**

Council convened at 7:13 p.m. with Council President Patrick presiding.

Present: Council Pro Tem McDonald, Councilmember Woodard, Councilmember Lewis,  
Councilmember Marshall and Council President Patrick (5).

Absent: (0).

A quorum being present, Council was declared in session.

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**APPROVAL OF AGENDA**

Moved by Councilmember Lewis  
Supported by Councilmember Marshall

To approve the agenda. Yeas (5), Nays (0), Absent (0).

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**APPROVAL OF MINUTES**

Moved by Councilmember Lewis  
Supported by Council Pro Tem McDonald

To approve the minutes of the Workshop meeting held March 5, 2018. Yeas (5), Nays (0), Absent (0).

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Moved by Councilmember Woodard  
Supported by Councilmember Lewis

To approve the minutes of the Regular meeting held March 5, 2018. Yeas (5), Nays (0), Absent (0).

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**PUBLIC HEARING**

**3-19-18 V**

The Clerk stated this was the time and place to hold the public hearing to obtain views from the community on the proposed alley vacation by Wayne Metro. The primary objectives of the proposed Alley Vacation are:

1. To create a contiguous space for the Cortland Community Impact Center.

2. To provide a safe and secure play area for children participating in the Center’s education programs and secure parking for visitors.
3. To provide an attractively landscaped site.

Moved by Councilmember Lewis  
Supported by Councilmember Woodard

To open the Public Hearing. Yeas (5), Nays (0), Absent (0). The Public Hearing was opened at 7:25 p.m.

Anne Zobel, Chief Programs Officer – Community and Economic Development of Wayne Metro provided a brief overview of the project then answered questions from City Council and members of the audience.

Moved by Councilmember Woodard  
Supported by Councilmember Lewis

To close the Public Hearing. Yeas (5), Nays (0), Absent (0). The Public Hearing was closed at 7:40 p.m.

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**BID OPENING**  
**3-19-18 VI**

The Clerk stated this was the place and time to open bids received for 2018 Hydrant and System Valve Replacement Program.

4 (four) bids were received:

Evergreen Civil, LLC  
143 Cady Center Ste. 303  
Northville, MI 48167  
Total Bid Amount: \$1,734,130.00

Aielli Construction Co. Inc.  
47850 Van Dyke  
Shelby Twp, MI 48317  
Total Bid Amount: \$1,595,800.00

LGC Global  
7310 Woodward Ste. 500  
Detroit, MI 48202  
Total Bid Amount: \$1,371,200.00

Bricco Excavating Co. LLC.  
21201 Meyers Rd.  
Oak Park, MI 48237  
Bid Amount: \$1,888,700.00

Moved by Councilmember Woodward  
Supported by Councilmember Lewis

To refer to MCA for recommendation. Yeas (5), Nays (0), Absent (0).

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**TABLED ITEM**  
**3-19-18 VII**

The following resolution was tabled March 5, 2018.

**RESOLUTION AUTHORIZING THE PROFESSIONAL SERVICE CONTRACT  
AGREEMENT FOR WAYNE METRO COMMUNITY ACTION AGENCY  
(WAYNE METRO)**

Moved by Councilmember Lewis  
Supported by Councilmember Woodward

To bring back the above item. Yeas (5), Nays (0), Absent (0).

There was discussion between City Council and Interim CED Director Theresa Johnson regarding the selection process.

Moved by Councilmember Lewis  
Supported by Councilmember Woodward

To remove the above item from the agenda. Yeas (5), Nays (0), Absent (0).

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**CITY COUNCIL  
3-19-18 VIII**

The following resolution was submitted for approval.

**RESOLUTION OF CHARTER REVISION TO ELECTORS**

Moved by Councilmember Lewis  
Supported by Councilmember Woodward

**WHEREAS**, at the workshop meeting held Monday, March 5, 2018 the City Council was provided with a copy of the Proposed Revised Charter along with other documents and a resolution requiring the City Clerk to place the ballot language for the Revised Charter on the ballot;

**WHEREAS**, Sec. 13-2 of the Highland Park City Charter reads Special Election shall be held when called by resolution of the City Council;

**WHEREAS**, the Charter Commission was elected on November 4, 2014 with a three (3) year term expiring November 3, 2017.

**NOW THEREFORE BE IT RESOLVED**, the City Council *shall NOT support* any resolution with the ballot language question requested by the expired Charter Commission to be placed on the ballot during the 2018 election cycle. Yeas (5), Nays (0), Absent (0).

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**FINANCE  
3-19-18 IX a**

The monthly financial statement for February 28, 2018 was received and filed.

**3-19-18 IX b**

The following resolution was submitted for approval.

**RESOLUTION TO ACCEPT THE AWARD OF THE FINANCIALLY DISTRESSED CITIES, VILLAGES AND TOWNSHIPS (FDCVT) GRANT PROGRAM FROM THE STATE OF MICHIGAN**

Moved by Council Pro Tem McDonald  
Supported by Councilmember Lewis

WHEREAS, the City of Highland Park applied to the Department of Treasury, Office of Revenue and Tax Analysis (ORTA) for the FDCVT Grant, and

WHEREAS, on March 13, 2018 the City of Highland Park received a letter from ORTA advising the City of its intent to award the City of Highland Park a total of \$625,000.00 (Six Hundred and Twenty-Five Thousand Dollars) for New Water Main Tap, Water Infrastructure, Repair/Replacement,

WHEREAS, the State of Michigan requires each municipality's governing body to adopt a resolution authorizing participation in the proposed project prior to finalizing the award of grants from the State of Michigan's FDCVT grant program, and now therefore,

BE IT FINALLY RESOLVED, that the Highland Park City Council hereby accepts the award of the FDCVT grant in the amount of \$625,000.00. Yeas (5), Nays (0), Absent (0).

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**3-19-18 IX c**

The following resolution was submitted for approval.

**RESOLUTION TO AMEND THE GENERAL FUND ACTIVITY BUDGET AS PRESENTED BY THE FINANCE DEPARTMENT AND MAYOR HUBERT YOPP AS OF MARCH 19, 2018 FOR THE FISCAL YEAR 2017-2018**

Moved by Councilmember Lewis  
Supported by Council Pro Tem Mc Donald

WHEREAS, the City of Highland Park is required by the State of Michigan to periodically amend the annual operating budget to accurately reflect current operations; and

WHEREAS, the Finance Department has reviewed the current general fund expenditures for the year ending June 30, 2018 and would like to submit to the Highland Park City Council proposed budget amendments; (see attached Budget);

NOW, THEREFORE, BE IT RESOLVED that **the Highland Park City Council adopts the amended General Fund activity budget** as presented by the Finance Department and Mayor Hubert Yopp.

BE IT FINALLY RESOLVED that a copy of this resolution become a part of the official records of the City of Highland Park. Yeas (5), Nays (0), Absent (0).

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**POLICE  
3-19-18 X a**

The following resolution was submitted for approval.

**RESOLUTION APPROVING PAYMENTS OF PENALTY FEES TO THE MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (MIOSHA)**

Moved by Councilmember Lewis  
Supported by Council Pro Tem Mc Donald

WHEREAS, the Highland Park Police Department Patrol Station was inspected by MIOSHA on September 22, 2017 and on January 9, 2018 MIOSHA communicated an inspection report citing fees and penalties; and

WHEREAS, the City of Highland Park received (5) violations which amounted to \$6,000.00 in penalties and fees related to Michigan Public Act 419 of 1994 (MCL 333.20191), requiring the offer of infectious disease immunization (Hepatitis) shots every 3 years for first responders or other individual who assists an emergency patient; and

WHEREAS, the Police Department worked with various City Departments to address the findings of the MIOSHA report, resulting in additional training, corrective actions and health related services provided by the City of Highland Park and is currently in compliance with the aforementioned standard; and

WHEREAS, the violation(s) were not willful and immediately corrected upon notification. The fees were appealed, but ultimately enforced by MIOSHA;

NOW, THEREFORE, BE IT RESOLVED, that City Council approves the payment of \$6,000.00 to the Michigan Occupational Safety and Health Administration (MIOSHA). Yeas (5), Nays (0), Absent (0).

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**3-19-18 X b**

The following resolution was submitted for approval.

**RESOLUTION APPROVING AXON ENTERPRISES AS SELECTED VENDOR FOR BODY-WORN CAMERAS AND VEHICLE AUDIO/VIDEO SYSTEMS**

Moved by Council Pro Tem Mc Donald  
Supported by Councilmember Marshall

WHEREAS, the Highland Park Police Department has a desire to purchase body-worn cameras and vehicle audio/video recording systems; and

WHEREAS, the Police Department advertised a Request for Proposal (RFP) for a 5-year contract that included hardware, software and management capabilities; and

WHEREAS, an evaluation team comprised of administrative, technical and collective bargaining unit members evaluated each vendor based upon a point-based system and unanimously selected Axon Enterprises as a recommended vendor.

NOW, THEREFORE, BE IT RESOLVED, that City Council accepts the recommendation and approves Axon Enterprises as the selected vendor to provide body-worn cameras and video audio/video recording systems. Yeas (5), Nays (0), Absent (0).

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## **PUBLIC WORKS**

**3-19-18 XI a**

The following resolution was submitted for approval.

### **RESOLUTION APPROVING RENTAL OF EQUIPMENT TO CLEAR DEBRIS FROM PUBLIC RIGHT OF WAY ALLEYS TO UNCOVER AND ACCESS THE CATCH BASIN, MANHOLE AND SEWER INFRASTRUCTURE**

Moved by Councilmember Woodard  
Supported by Councilmember Lewis

WHEREAS, the City of Highland Park, has not used or maintained the alley right of way throughout the entire city for a significant number of years for the purpose of solid waste collection; and

WHEREAS, uncovering the catch basin, sewer, and manhole inlet infrastructure located in the alley right of way aides the expedition of the (MCA) City of Highland Park infrastructure mapping and CCTV service project already underway, requires use of heavy equipment that the City of Highland Park Department of Public Works does not currently own to perform this task; and

WHEREAS, the Department of Public Works must spend \$30,000.00 to rent the equipment necessary to complete the task of clearing the City's alley right of way out of the current Department of Public Works equipment rental budget line item: current balance \$62,000.00; and

WHEREAS, the City of Highland Park Department of Public Works must petition the City Council for all expenditures exceeding \$4,000.00.

BE IT RESOLVED by The City Council of the City of Highland Park: that DPW be allowed to spend \$30,000.00 for heavy equipment rental to clear debris from alley right of ways throughout the City of Highland Park out of its budget line item; equipment rental; pending receipt of documentation listing they type of license needed to operate the equipment. Yeas (5), Nays (0), Absent (0).

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**3-19-18 XI b**

The following resolution was submitted for approval.

**RESOLUTION SOLID WASTE COLLECTION**

Moved by Councilmember Lewis

Supported by Councilmember Marshall

WHEREAS, the City of Highland Park, currently is under contract through June 30, 2018 with Waste Management Services for solid waste services, including: hand collection of ten (10) bags of trash, or the equivalent thereof; three (3) heavy trash items per week; municipal dumpster pickup; fall leaf collection; and roll-off service; and

WHEREAS, Highland Park City Council authorized an RFP for the minimum required solid waste services listed above; and

WHEREAS, the City received four (4) replies to the RFP from Advanced, GFL, Waste Management, and Republic; and

WHEREAS, Waste Management's bid (current supplier) increased from the current contract by \$33,352/year or \$166,761 over 5 years; and

WHEREAS, GFL's proposed bid is lower than Waste Management's proposed bid by \$76,893/year or \$384,468 over 5 years.

BE IT RESOLVED by The City Council of the City of Highland Park: that DPW be allowed to enter into a 5-year contract with GFL. Yeas (5), Nays (0), Absent (0).

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**3-19-18 XI c**

The following resolution was submitted for approval.

**RESOLUTION FOR CONTRACT FOR STREET STRIPING OF HAMILTON AVENUE**

Moved by Councilmember Lewis

Supported by Council Pro Tem McDonald

WHEREAS, the City of Highland Park, is responsible for the pavement marking of Hamilton Avenue to guide, instruct and/or warn motorists of the roadway and surrounding environments; and

WHEREAS, the Highland Park City Council approved a request to solicit an RFQ to MDOT pre-approved contractors for said road marking; and

WHEREAS, the City of Highland Park received one (1) bid from P. K. Contracting, Inc. in the amount of \$5,235; and

WHEREAS, the City of Highland Park has unused Major Road Act 51 funds that must be utilized by June 30, 2018.

BE IT RESOLVED by The City Council of the City of Highland Park: that the City be allowed to enter into a contract with P. K. Contracting, Inc. to satisfy this requirement. Yeas (5), Nays (0), Absent (0).

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**3-19-18 XI d**

The following resolution was submitted for approval.

**RESOLUTION FOR GAS AND DIESEL FUEL**

Moved by Council Pro Tem McDonald  
Supported by Councilmember Marshall

WHEREAS, the City of Highland Park is receiving gas and diesel fuel from Scotland Oil Company located in Alma, Michigan (136 miles away); and

WHEREAS, the delivery times are not dependable; and

WHEREAS, Scotland Oil requires that a check be issued prior to delivery; and

WHEREAS, if the gas is unavailable due to the above factors, police must go to a commercial gas station and pay a premium price.

BE IT RESOLVED by The City Council of the City of Highland Park: that DPW be allowed to post an RFP in the local paper requesting bids for gas and diesel fuel supply. Yeas (5), Nays (0), Absent (0).

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**3-19-18 XI e**

The following resolution was submitted for approval.

**RESOLUTION PUBLIC RIGHT OF WAY REPAIR SERVICE TO CATCH BASINS, MANHOLES, SEWERS, ETC., AND LOCAL/MAJOR ROAD SINKHOLES**

Moved by Councilmember Lewis  
Supported by Council Pro Tem McDonald

WHEREAS, the City of Highland Park, has a long standing serious problem with sunken catch basins, sunken sewer inlets, and sinkholes throughout the City's local and major streets in right of way areas; and

WHEREAS, sunken catch basins, sewer manhole inlets, and water valve structures represent great liability to the City of Highland Park as the structures in ill repair damage vehicles that collide with them; and

**WHEREAS**, the City is in immediate need of professional repair services to repair faulty right of way catch basin, sewer inlets, manholes, water valve structures and sinkholes that damage vehicles traveling within the city limits representing liability to the City of Highland Park; and

**WHEREAS**, the City of Highland Park has Major/Local Road ACT 51 funds to repair the problems with the aforementioned structures located in the right of way of local/major streets throughout the City of Highland Park.

**BE IT RESOLVED** by The City Council of the City of Highland Park: that DPW be allowed to post an RFP in the local paper requesting bids for right of way repair service on catch basins, sewer inlets, manholes, and local/major road sinkholes. Yeas (5), Nays (0), Absent (0).

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**3-19-18 XI f**

The following resolution was submitted for approval.

**RESOLUTION PUBLIC FACILITY IMPROVEMENTS ON WOODWARD AVENUE SIDEWALK REPLACEMENT SERVICES**

Moved by Councilmember Lewis  
Supported by Council Pro Tem McDonald

**WHEREAS**, the City of Highland Park, has a serious problem with sidewalks in poor condition on both East and West sides of Woodward Avenue (M1); and

**WHEREAS**, cracked uneven sidewalks, flags of deteriorating sidewalk, sidewalks with broken tree grids, sunken sidewalks, and sidewalks improperly pitched in the wrong direction due to settling represent great trip hazard liability to the City of Highland Park; and

**WHEREAS**, the City is in immediate need of professional repair services to remove and replace faulty flags of sidewalk that represent liability to the City of Highland Park; and

**WHEREAS**, the City of Highland Park has Major Road ACT 51 funds to remedy the problem of unsafe sidewalk's on Woodward Ave.

**BE IT RESOLVED** by The City Council of the City of Highland Park: that DPW be allowed to post an RFP in the local paper requesting bids for sidewalk removal and replacement on Woodward Avenue. Yeas (5), Nays (0), Absent (0).

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**3-19-18 XI g**

The following resolution was submitted for approval.

**RESOLUTION REQUEST TO SUBMIT RFP FOR PROFESSIONAL TREE TRIMMING/ ARBORIST SERVICES**

Moved by Council Pro Tem McDonald  
Supported by Councilmember Woodard

WHEREAS, the City of Highland Park, has an immediate need for Professional Tree Trimming/ Arborist services throughout the City to prune overgrown trees and remove dangerous/dead trees that pose serious liability to the City; and

WHEREAS, unforeseen emergency's may happen during the approaching high wind months, where even healthy trees cannot be predicted to withstand the force of nature; and

WHEREAS, the City needs to contract with a bonded, licensed, and insured professional Tree Trimming/ Arborist Service that handles complete removal of dangerous trees and tree stumps on-call to service the City of Highland Park; and

WHEREAS, the City did not budget funds for this service for the 2017-2018 fiscal year, a sum of \$18,000 is being requested for services for this fiscal year and funds will be requested in Fiscal Year 2018-2019 to cover ongoing expenses.

BE IT RESOLVED by The City Council of the City of Highland Park: that DPW be allowed to post an RFP in the local paper requesting bids for Professional Tree Trimming/ Arborist Services to service the tree pruning and tree removal needs of the City of Highland Park. Yeas (5), Nays (0), Absent (0).

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### **TAX INCREMENT FINANCE AUTHORITY 3-19-18 XII**

The financial statement June 30, 2017 was received and filed.

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### **OUTSIDE COMMUNICATION 3-19-18 XIII a**

The following communication was received from Comcast.

Dear Ms. Green:

I am writing to inform you that, pursuant to Section X1 of the Franchise Agreement between the City of Highland Park and Michigan Cable Partners, Inc. dba MIcom, the franchise has been transferred to Comcast of Detroit as of March 1, 2018 as described in the enclosed attachment 2.

If you have any questions, please contact me directly.

Moved by Councilmember Lewis  
Supported by Council Pro Tem McDonald

To receive and file the communication from Comcast. Yeas (5), Nays (0), Absent (0).

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### **3-19-18 XIII b**

The following communication was received from Comcast.

Honorable Members of City Council:

Comcast recently acquired MIcom's Highland Park, Michigan cable system and began offering Xfinity residential and Comcast Business services in the City on March 1, 2018. We are extremely excited about the opportunity to provide our advanced products and services to the citizens of Highland Park as well as becoming more involved in the Highland Park community.

In light of the acquisition, Comcast seeks to provide a great onboarding experience to both current and future Highland Park customers. In addition to our phone, mail, TV and media outreach, an integral component of successfully connecting with Highland Park residents is through a personalized at-home visit. As such, Comcast requests the Council's consideration of a 90-day vendors' permit allowing Comcast representatives to contact Highland Park residents at their homes.

If allowed to solicit door-to-door, all of our representatives would be appropriately badged with picture identification and Xfinity designation. We would like to start at once and the proposed hours of door-to-door solicitation would be daily from noon until 7 PM. If a resident is not home, then a printed door hanger would be left that clearly references the right number to call for Comcast service so they may follow up at their convenience.

All of our door-to-door representatives have gone through an extensive background check and drug testing (certificates are kept on file, and can be provided to the Council upon request). Additionally, they are all properly insured. Any "do not solicit" or "do not knock" signs would be strictly followed. Our representatives will be knowledgeable and respectful of Highland Park residents' time.

We look forward to bringing our advanced products and services to Highland Park. We hope you view our request favorably and look forward to your prompt response.

Moved by Councilmember Lewis  
Supported by Councilmember Marshall

To allow Comcast representatives to contact Highland Park residents at their homes for 90 days. Yeas (5), Nays (0), Absent (0).

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### **ADJOURNMENT**

Moved by Councilmember Marshall  
Supported by Councilmember Lewis

To adjourn the meeting, motion carried, meeting adjourned at 9:11 p.m.

**CERTIFICATE**

I, hereby certify that the attached is a copy of the proposed minutes of the Regular Meeting held the 19<sup>th</sup> day of March, 2018 and that said proposed minutes are available for public inspection at the address designated on the posted public notice.



Cidia Wicker-Brown, Deputy City Clerk