

MINUTES OF THE REGULAR MEETING OF THE HIGHLAND PARK CITY COUNCIL

JUNE 6, 2016

Council convened at 7:04 p.m. with Council President Patrick presiding.

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

Absent: (0)

A quorum being present, Council was declared in session.

APPROVAL OF AGENDA

Moved by Councilmember Woodard

Supported by Council Pro Tem McDonald

To approve the agenda with the addition of a resolution authorizing the Professional Service Agreement for Wayne Mental Health Authority and the City of Highland Park. Yeas (5), Nays (0), Absent (0).

APPROVAL OF MINUTES

Moved by Councilmember McClary

Supported by Councilmember Lewis

To approve the minutes from the Special Meeting held May 18, 2016. Yeas (5), Nays (0), Absent (0).

PUBLIC HEARING:

06-6-V

The Clerk stated this is the place and time to hold a public hearing on the proposed establishment of Code Enforcement as CDBG activity for the 2014/16 program years and reallocation of portions of FY 2014 & 2016 CDBG Demolition funds to Code Enforcement.

Moved by Councilmember McClary

Supported by Councilmember Lewis

To open the public hearing.

CED Director Robinson explained to citizens the purpose of the reallocation and entertain questions from the following citizens, Mary Neely, Florence Watkins, Janet White, Jerome Drain, Khalia Muhammad and Juan Shannon.

Moved by Councilmember Lewis
Supported by Councilmember Woodard

To close the public hearing. Yeas (5), Nays (0), Absent (0). The hearing closed at 8:03 p.m.

BID OPENING:

06-6-VI-a

The Clerk stated this was the place and time to open bids for the Emergency Ordered Demolition of 68-70 Pilgrim.

One (1) bid were received

Blue Star, Inc. Bid amount- \$35,900
21950 Hoover
Detroit, Mi. 48089

Moved by Councilmember McClary
Supported by Councilmember Woodard

To refer the bid to C.E.D. for a report and recommendation. Yeas (5), Nays (0), Absent (0).

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06-6-VI-b

The Clerk stated this was the place and time to open bids for CDBG Housing Rehab at 167 Tennyson.

Two (2) bids were received.

LJ & Son, Inc. - bid amount \$19,500 New Horizons Builders, Inc. - \$21,146

Moved by Councilmember Lewis
Supported by Councilmember McClary

To refer the bids to C.E.D. for a report and recommendation. Yeas (5), Nays (0), Absent (0).

06-6-VII-a

ADMINISTRATION:

The following ordinance was presented as a 1st reading.

**City of Highland Park
City Charter Chapter Fifteen
&
City Ordinance
Part ten – Streets, Utilities, and Public Services Code
Title Four- Utilities
Drainage and Storm water Billing Ordinance**

WHEREAS, in an effort to adopt best practices to improve storm water drainage and reduce storm water charges, a Storm Water Manual and Ordinance was created for current property owners contributing to storm water runoff which addresses several best management practices to control the storm water-related impacts of public right-of-ways and parcels in the City of Highland Park; and

WHEREAS, the goal of the Manual and the accompanying ordinance is to: (1) allow the City's Water Department to be a technical resource and provide tools and guidelines; (2) provide residents, business owners, property owners and governmental agencies who contribute to the combined sewer system, a rate structure consistent with the methodology used by the City of Detroit to assess fees to the City of Highland Park; and (3) provide several options for property owners to reduce impervious areas on the property, reducing overall storm water runoff to the combined sewer system, and reducing overall monthly drainage or storm water charges, and

NOW THEREFORE BE IT RESOLVED that City Council adopts the Storm water Manual and Ordinances as guides to best management practices to control the storm water-related effects of development.

**Moved by Council Pro Tem McDonald
Supported by Councilmember Lewis**

This shall be known as the First Reading of the Ordinance with the necessary changes noted by councilmembers, Yeas (5), Nays (0), Absent (0).

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06-6-VII-b

The following update of Water and Sewer Rate Study was submitted by Metro Consulting Associates.

Metro Consulting Associates was requested to update the draft of the Water and Sewer System Rate study by Tetra Tech dated February 20, 2015. The following understandings and assumption were included in calculating revised water and sewer rates.

Per 2010-2011 information from Tetra Tech Estimated Water Consumption 46,155,700 cf (0.95 mgd). This appears to be only recently metered water information available for the City of Highland Park. DWSD/GLWA estimates 2.25 MGD supplied to the City of Highland Park.

New rates from Great Lakes Water Energy dated April 7, 2016 is based on 2.25 mgd (110,000 mcf) for water service provided to Highland Park. Effective unit cost \$11.39 per mcf.

Per the civil engineering manual and general civil engineering practices, expected wastewater returns averaged 70-80% of the water consumption volume. However, for consistency, MCA will utilize sewer information provided by DWSD indicating approximately 2.25 mgd wastewater return to DWSD treatment plant.

The City of Highland Park requested the storm water runoff volume component of the monthly combined sewer volume be calculated in an effort to distribute more equitably storm water runoff volume among public right of way owners and industrial, commercial, and residential property owners. Overall rates for drainage/storm water determined by contribution to sewer system. All fees estimated by percentages of contribution to flow/usage and total DWSD/GLWA billing to the City of Highland Park.

\$27,000,000 in past debt to DWSD distributed to MDOT and Wayne County ROW. Terms of agreement to be determined with future negotiations.

Storm water runoff volumes were collected from the following sources:

Storm water Runoff Analysis City of Highland Park, Michigan dated July 24, 2015 and revised January 7, 2016.

Storm water Assessment of Industrial, Commercial and Residential Parcels for the City of Highland Park dated March 2016 by MCA

Storm water Assessment of City Jurisdiction and Right of Way for the City of Highland Park dated April 2016 by MCA

Storm water Assessment of City Jurisdiction and Right of Way for the City of Highland Park dated April 2016 by MCA

For calculating the City of Highland Park drainage/storm water rate charges for public right of way, and parcel owners. MCA utilized DWSD methodology

Drainage/storm water rates for billing purposes determined and dependent on total estimated contribution/usage charge.

Per discussion with the City of Highland Park records all residential meters installed were 5/8"

Wade Trim provided meter sizes for residential, commercial and industrial properties. A total of 2235 water meters have installed as of April 1, 2016. Remaining water meters estimated to be installed of approximately 300 to be completed prior to June 30, 2016.

Estimated total number of water meters to be installed 2600/per Wade Trim water department account information. This total differs from billing units included on Tetra Tech Water and Sewer Rate Study. The verification of the total number of water meter accounts are ongoing.

All industrial, commercial, residential and government right of way or properties assumed to discharge runoff to the combined sewer system.

Assumed all parcels o be assessed storm water and/or drainage charge. Some parcels/customers currently receive water/sewer bills.

Billing system to change from postcard format to full page document. New billing cost incorporated into water and sewer rate study.

MCA decreased capital improvements budget from Tetra Tech original rate study by 50% for capital improvement for FY2017

Property address, owners address, parcel numbers, and other assessing information will require further coordination to ensure all parcel/customers are billed properly.

Moved by Councilmember Woodard

Supported by Councilmember Lewis

To Received and File. Yeas (5), Nays (0), Absent (0).

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06-6-VII-c

The following resolution was submitted for approval.

Moved by Councilmember Lewis

Supported by Councilmember Woodard

RESOLUTION AUTHORIZING THE PROFESSIONAL SERVICE AGREEMENT FOR WAYNE MENTAL HEALTH AUTHORITY

Whereas, The Wayne Mental Health Authority has a duty to provide comprehensive array of mental health services appropriate to conditions of individuals who are located within its geographic service area, including but not limited to, prevention activities; and

WHEREAS, The City of Highland Park agrees to serve as a service provider; providing prevention activities by employing youth in the City of Highland Park during the summer season; and

WHEREAS, The City is the recipient of grant funds from The Wayne Mental Health Authority for summer youth employment;

NOW, THEREFORE BE IT RESOLVED BY THE City Council of the City of Highland Park that;

The City Council authorizes a resolution approving the Professional Services Agreement with the Wayne Mental Health Authority and the City of Highland Park. Yeas (5), Nays (0), Absent (0).

COMMUNITY DEVELOPMENT:

06-6-VIII

The following resolution was submitted for approval.

**RESOLUTION TO APPROVE DEMOLITION CONTRACTOR BLUE STAR INC. TO DEMOLISH DILAPIDATED
STRUCTURE LOCATED AT 106 BRIGHTON**

Moved by Councilmember McClary

Supported by Councilmember Woodard

WHEREAS, properties located at various addresses are owned by the City of Highland Park;
and

WHEREAS, some of these properties owned by the City of Highland Park are dilapidated and
must be demolished and;

WHEREAS, State Law requires that demolition be done by a licensed demolition contractor
company to demolish dilapidated residential structures within the City of Highland Park

WHEREAS, the City Council has accepted and reviewed the requests for proposals and selected
the best most qualified contractor to perform the demolition work of the dilapidated structures,

NOW HEREBY BE IT RESOLVED that the Highland Park City Council approves the selection of
Blue Star Inc. 21950 Hoover, Warren, MI 48089 Bid Price \$59,800.00 to demolish the dilapidated
structure located at 106 Brighton. Yeas (5), Nays (0), Absent (0).

OUTSIDE COMMUNICATION:

IX

The following communication was received from Warren Evans, Wayne County Executive.

Due to a large number of used needles being placed in the trash, Wayne County will be
offering a new service for all its residents. We are looking to partner with local municipalities for a
sharps and needle take back program. This program will allow your residents to safely bring used
needles to an approved location within your city. These objects are placed in an O.S.H.A. approved
container and will be collected on a routine basis. No oversight from the municipality is required. This
program will be provided to your city and its residents at absolutely no cost.

Thank you for your consideration in helping solve the problem of used needles in our
communities.

Moved by Councilmember Woodard

Supported by Councilmember Lewis

To refer the above communication the administration. Yeas (5), Nays (0), Absent (0).

ADJOURNMENT:

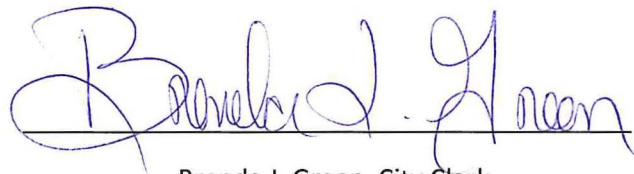
Moved by Councilmember Lewis

Supported by Councilmember Woodard

To adjourn this meeting; motion carried meeting was adjourned at 10:10 p.m.

CERTIFICATE

I, hereby certify that the attached is a copy of the proposed minutes of a Regular Meeting held on the 6th day of June 2016 and that said proposed minutes are available for public inspection at the address designated on the posted public notice.

A handwritten signature in blue ink, reading "Brenda J. Green", written over a horizontal line.

Brenda J. Green, City Clerk