

MINUTES OF THE STUDY SESSION OF THE CITY COUNCIL OF BRIGHTON
HELD ON APRIL 6, 2017 AT THE DEPARTMENT OF PUBLIC WORKS
420 SOUTH THIRD STREET, BRIGHTON, MICHIGAN

STUDY SESSION

The Council conducted a Study Session at 5:30 p.m.

Present were Mayor Muzzin, Mayor Pro-Tem Pipoly, Councilmembers: Bohn, Pettengill, and Gardner. Staff: City Manager Nate Geinzer, Attorney Paul Burns, Public Works Director Marcel Goch, Police Chief Rob Bradford, Utilities Director Tim Krugh, Community Development Associate Brandon Skopek, Assistant Public Works Director Patty Thomas, Management Assistant Jessica Reed, Finance Director Gretchen Gomolka, Zoning and Code Enforcement Associate Mike Caruso, Deputy City Clerk Kelly Haataja, Organizational Relations Manager Michelle Miller, Communications & Community Engagement Associate Lydia Macklin-Camel, and an audience of two.

Mayor Muzzin made the following amendment to the agenda: add 2A Call to the Public.

CALL TO THE PUBLIC

Mayor Muzzin made a call to the public at 5:30 p.m., hearing and seeing none the call to the public was closed.

DPW OPERATIONS DISCUSSION

Public Works Director Goch gave an extensive analysis on the operations of the Department. He presented an inventory of responsibilities and priorities he prepared with help from the DPW Crew and Assistant Director Thomas. He spoke about some of the training and compliance updates within the department to be implemented soon. He and the crewmembers have established four different maps to record their progress on assignments such as tree trimming, snow plowing, catch basin cleaning, and tridge and sidewalk maintenance. A timesheet program will also be implemented to help with reporting and cost analysis.

Mr. Goch spoke about the sign reflectivity program's upcoming deadline for federally mandated completion of changes. He spoke about maintenance of cross walk and street lights, sidewalks, roads, trees, City buildings, and cemeteries. Establishing an area for fueling, washing, and vehicle maintenance was discussed.

Council, staff, and the audience toured the DPW garage. Mr. Goch gave updates on the conditions of the building, trucks, and equipment. He identified which tools and equipment were not in use and could be changed out. He spoke about evaluating the costs of fixing or rebuilding trucks and putting them back in to use. Going out for bids on service and implementing an in house maintenance program will help reduce costs and make operations proactive instead of reactive.

In closing, Mr. Goch recognized it will take time to accomplish everything, and that he, Ms. Thomas, and the crewmembers will continue to analyze operations and ways to achieve accomplishing the priority items. Goch will obtain costs for repairs and replacements to report to Council in the future.

CALL TO THE PUBLIC

Mayor Muzzin made a call to the public at 7:06 p.m., hearing and seeing none the call to the public was closed.

AJOURNMENT

It was moved by Mayor Pro-Tem Pipoly and seconded by Councilmember Gardner to adjourn the meeting at 7:06 p.m.

Motion passed 5-0-2.

Kelly Haataja, Deputy City Clerk

James Muzzin, Mayor