



Brighton City Council Meeting

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MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON APRIL 2, 2020

1. Call to Order

Mayor Pipoly called the Regular Meeting to order at 7:40 p.m.

2. Pledge of Allegiance

3. Roll Call

Present were Mayor Pipoly, Mayor Pro Tem Gardner, Councilmembers: Bohn, Emaus, Muzzin, Pettengill, and Tobbe. City Manager Nate Geinzer, City Clerk Tara Brown, Community Development Manager Mike Caruso, DPS Director Marcel Goch, Finance Director Gretchen Gomolka, Human Resource Manager Michelle Miller, Chief Rob Bradford, Attorney Paul Burns, and Attorney Jeff Alber. There were approximately nine persons in the audience.

4. Consider Approval of the Agenda

Motion by Councilmember Emaus, seconded by Councilmember Tobbe to approve the agenda as amended moving item **g** from the Consent Agenda to New Business and items **j**, **k**, **l**, and **m** removed from the agenda to be discussed during a closed session at a special meeting or the next regularly scheduled City Council meeting. **The motion carried without objection by roll call vote.**

5. Consider Approval of Consent Agenda Items

Motion by Councilmember Emaus, seconded by Mayor Pro Tem Gardner to approve the consent agenda as amended. **The motion carried without objection by roll call vote.**

Consent Agenda Items

- a. Approval of Minutes: Study Session Meeting of March 5, 2020
- b. Approval of Minutes: Regular Meeting of March 5, 2020
- c. Approval of a Five-Year Watershed Advisory Agreement
- d. Approval of Budget Resolution #20-04 to Resolution to Un-Commit General Fund Fund Balance and to Transfer Funds to the Capital Reserve Fund as Approved in the Fiscal Year 2019/2020 Budget
- e. Approval of Civic Event Applications for the 2020 Season, Conditional upon the Applicants Providing any Required Outstanding Information or Documentation as Deemed Necessary by Civic Event Committee
- f. Approval of Police Liaison Officer Contract Between the City of Brighton and Brighton Area Schools
- g. ~~Approval to Award the Bid for the 2020 Parking Lot Maintenance RFP to T&M Asphalt Paving, Inc. Not to Exceed \$88,000 (moved to New Business)~~
- h. Approval of TetraTech Proposal for the Alpine-Fairway-S. Third Street Improvements Construction Phase Engineering in the Amount of \$35,000
- i. Approval of Gabriel Roeder Smith (GRS) December 31, 2019 Actuarial Funding Valuation of the City of Brighton Retiree Health Care Plan and June 30, 2020 and June 30, 2021 GASB Accounting Reports
- j. ~~Approval of MTT Consent Judgement for Brighton Commercial Holding LLC~~
- k. ~~Approval of MTT Consent Judgement for The State Bank~~
- l. ~~Approval of MTT Consent Judgement for Brighton Hotels LLC~~
- m. ~~Approval of MTT Consent Judgement for Grand Group LLC~~

Correspondence

6. Call to the Public

Mayor Pipoly opened the Call to the Public at 7:48 p.m.

Susan Bakhaus spoke regarding phone only participation by City Council at electronic meetings.

Mayor Pipoly closed the Call to the Public at 7:48 p.m.

Councilmember Muzzin clarified that Executive Order 2020-15 section 1(a) states: A meeting of a public body may be held electronically, including by telephonic conferencing or video conferencing, in a manner in which both the general public and the members of the public body may participate by electronic means.

7. City Manager's Update on COVID-19

City Manager Geinzer read a prepared statement to update the residents and City Council with the efforts and safety precautions taken by City staff to continue to work safely on behalf the residents within the directives of the Governor's Executive Orders.

8. Staff Updates

Chief Bradford provided an update on the precautions the police are taking to mitigate exposure to the Coronavirus/COVID-19. The police department is fully staffed and have been responding to concerns via phone and email. Patrols have increased to ensure the Governor's orders are being followed. He noted there have been new challenges that were not anticipated such as a virtual Emergency Operations Center. Chief Bradford also stated that domestic calls have increased in the City and throughout the county. The officers are also monitoring assisted living facilities.

Director Goch informed that projects intended for early spring are still planned to proceed barring any further action by the Governor.

Director Gomolka stated that two statement emails were sent out to utility customers on the ACH withdrawal program, however only one withdrawal will be made.

Community Development Manger Caruso the April 20, 2020 Planning Commission meeting will be held electronically and will include items that were intended for the April 6, 2020 meeting.

Councilmember Tobbe questioned if the City's contractor was acting within the Governor's orders and permitted to be out conducting work. Director Goch stated the contractor is permitted to be out as an essential service, they are cleaning catch basins and conducting inspections while traffic is lower.

Human Resources Manager Miller stated City Hall staff is working in split shifts to mitigate any potential transmission of the Coronavirus/COVID-19, however all employees are working and available during business hours.

9. Updates from Councilmember Liaisons to Various Boards and Commissions

Mayor Pro Tem Gardner reminded residents to take advantage of the warmer weather. She encouraged residents to take walks and be active while adhering to the Governor's social distancing directives.

Councilmember Bohn and the Planning Commission conducted a special meeting and public hearing on March 9, 2020. Approval was given for the Bluffs at Spring Hill to be rezoned from A-1 to PUD.

Councilmember Muzzin noted the Brighton Area Fire Authority canceled their April 9, 2020 meeting to adhere to Executive Order 2020-15 by Governor Whitmer.

Councilmember Pettengill noted Bountiful Harvest donation times and they are accepting a large variety of donations for families as well help with distribution. She asked all who were interested to check the Bountiful

Harvest Facebook page for times, dates, and specific requests for food items.

Councilmember Emaus met with the Brighton Veteran Memorial Committee and conducted their first discussion on the parade planning. He also wanted to encourage all to come together and help as a community and to help out Bountiful Harvest, Meals on Wheels, and to support first responders. The Executive Order 2020-15 in response to the Coronavirus has impacted local businesses, families, among others. He asked for patience during these unprecedented times and to reach out to those need help. For those who are experiencing difficulties he asked that they visit Bountiful Harvest as well as other known places of aid noted by Manager Geinzer and located on the City website.

Mayor Pipoly stated that he has been very active and trying to keep updated on the developments from the state and federal levels. The City staff, Council, and commission members are all working very hard to keep all residents updated and informed with resources should they be needed. Mr. Pipoly also gave thanks to Mr. Robert Lawrence from Eberspächer who generously donated a large supply of masks to the City of Brighton, which will be distributed to the Fire Department and Police Department.

Councilmember Tobbe thanked Mayor Pipoly for all the hard work and leadership during these difficult times.

New Business

g. Approval to Award the Bid for the 2020 Parking Lot Maintenance RFP to T&M Asphalt Paving, Inc. Not to Exceed \$88,000

Manager Geinzer noted that staff is available to answer any questions the Council may have about the agenda item.

Councilmember Bohn stated his concern about the financial impact of the virus on City revenue and asked that Council use extra caution on any spending and to differ projects until the economic fallout from the pandemic can be fully appreciated.

Manager Geinzer noted the funds for the parking lot maintenance is in large part from DDA contribution. Director Goch is concerned about postponing this work as the maintenance is intended to extend the longevity of these lots.

Mayor Pro Tem Gardner asked if these are projects that have been differed previously. Director Goch stated that there has been work done to the lots in the past, however these lots are in need of attention due to high traffic volume. Councilmember Pettengill asked specifics about the breakdown of the individual maintenance costs for this agenda item. Director Goch elaborated on the work needed itemizing each noting the efficiency of the contractor to conduct work like lane stripping.

Councilmember Emaus asked if there are some restrictions on the DDA contribution or specific direction from the DDA on how the funds could be spent. Manager Geinzer noted that the contribution did not come with stipulations but the intention of the DDA was that these funds be allocated to parking lot maintenance to allow the DDA to focus on larger infrastructure projects. Mr. Emaus stated that the first items cut during financial crises are maintenance which is what has happened to the Northwest Neighborhoods. He cautions that DDA funds should be allocated as the Authority directed.

Councilmember Bohn disagreed and stated DDA contributions are City tax dollars and he cautioned spending of any kind of funds.

Manager Geinzer agreed there will be a financial impact but stressed that the City must invest in its capital or it could become costly the longer the maintenance is delayed as was done in the past.

Councilmember Muzzin asked details about the base bid line items. Director Goch provided context to the maintenance items. Councilmember Tobbe asked for clarification from Councilmember Bohn that his intentions

were to keep most of the funds in reserve due to the uncertainty of potential economic issues that may come. Councilmember Bohn agreed and asked for conservative spending at this time.

Motion by Councilmember Emaus seconded by Councilmember Muzzin to award the bid for the 2020 Parking Lot Maintenance RFP to T&M Asphalt Paving, Inc. not to exceed \$48,253.40 with a ten percent contingency. **The motion carried by roll call vote, with Councilmember Bohn voting no.**

10. Approval of the Bid Extension of 2019 Forestry Services Contract to Duke's Tree Services, LLC to Include 34 Tree Removals in the Amount of \$14,000, and Approval of a Budget Transfer for the Same Amount from General Fund Fund Balance to the Major Street Fund

Motion by Councilmember Emaus, seconded by Councilmember Pettengill to approve of the bid extension of 2019 Forestry Services Contract to Duke's Tree Services, LLC to include 34 tree removals in the amount of \$14,000, and approval of a budget transfer for the same amount from General Fund fund balance to Major Street Fund. **The motion carried by roll call vote, Mayor Pipoly abstained.**

11. Presentation of City Manager's Recommended Budget

City Manager Geinzer presented a brief overview of his recommended budget, highlighting several cost saving initiatives and results from negotiations as well as several efficiencies gained throughout City services while taking into account a projected Headlee rollback and potential economic downturn.

Councilmember Pettengill asked for clarification on PEG fees. Manger Geinzer and Director Gomolka spoke about PEG fees, usage over the years, and stipulations associated with those monies.

Motion by Councilmember Emaus, seconded by Councilmember Pettengill to set the 2020-2021 FY Budget public hearing for May 7, 2020. **The motion carried without objection by roll call vote.**

Other Business

12. Call to the Public

Mayor Pipoly opened the Call to the Public at 9:15 p.m.

Susan Bakhaus asked for clarification on the brief pause and possible motion made while Council waited for City Manager Geinzer to present the budget.

Tom Tolen asked for information about the budget meetings and clarification on a contact person at Eberspächer for his news story.

Mayor Pipoly closed the Call to the Public at 9:19 p.m.

Mayor Pipoly stated that he will be in touch with Mr. Richards and pass on contact information if permitted.

Councilmember Emaus noted there was no motion made while waiting for the City Manager to present the budget.

13. Adjournment

Motion by Councilmember Emaus, seconded by Councilmember Tobbe to adjourn the meeting at 9:20 p.m. **The motion carried without objection by roll call vote.**