



# Brighton City Council Meeting

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Contact Information: City Hall • 200 N First St. • Brighton, Michigan 48116  
(810) 227-1911 • [www.brightoncity.org](http://www.brightoncity.org) • [info@brightoncity.org](mailto:info@brightoncity.org)

This meeting will be conducted electronically.  
Please visit the City website or the notice posted at City Hall for Zoom Meeting login instructions.

## Regular Meeting November 5, 2020 – 7:30 p.m.

### AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Consider Approval of the Agenda
5. Consider Approval of Consent Agenda Items

#### Consent Agenda Items

- a. Approval of Minutes: [Special Meeting of October 22, 2020](#)
- b. Approval of Minutes: Closed Session of October 22, 2020
- c. [Award of Bid for Pest Control Services to Griffin Pest Control in the Amount of \\$281 Per Month \(\\$3,372.00 per year\), Plus as Needed Services](#)
- d. Approval of Remote Meeting Rules as Recommended by the City Attorney
- e. Approval of Resolution #20-18 Relating to Affirm the City's MERS Plan Provisions
- f. Authorization for City Manager to Execute a Purchase Agreement

#### Correspondence

6. Call to the Public
7. Staff Updates
8. Updates from Councilmember Liaisons to Various Boards and Commissions

#### New Business

None

#### Other Business

9. Call to the Public
10. Adjournment



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## MINUTES OF THE SPECIAL MEETING OF THE BRIGHTON CITY COUNCIL HELD ON OCTOBER 22, 2020

### 1. Call to Order

Mayor Pipoly called the meeting to order at 6:30 p.m.

### 2. Pledge of Allegiance

### 3. Roll Call

Present from Brighton Michigan were Mayor Pipoly and Mayor Pro Tem Gardner, Councilmembers: Bohn, Emaus, Muzzin, Pettengill and Tobbe. City Manager Nate Geinzer, City Clerk Tara Brown, Community Development Manager Mike Caruso, Human Resources Manager Michelle Miller, Finance Director Gretchen Gomolka, DPS Director Marcel Goch, Management Assistant Henry Outlaw, Police Chief Rob Bradford, and Attorney Paul Burns. There were five persons in the audience.

### 4. Consider Approval of the Agenda

**Motion** by Councilmember Emaus, seconded by Councilmember Muzzin to approve the agenda as presented. **The motion carried without objection by roll call vote.**

### 5. Consider Approval of Consent Agenda Items

**Motion** by Councilmember Emaus, seconded by Councilmember Tobbe to approve the consent agenda as presented. **The motion carried without objection by roll call vote.**

#### Consent Agenda Items

- a. Approval of Minutes: Study Session Meeting of October 1, 2020
- b. Approval of Minutes: Closed Session Meeting of October 1, 2020
- c. Approval of Minutes: Regular Meeting of October 1, 2020
- d. Approval of the Appointment of Shannon Frydl and Susan Gloster to the Board of Review
- e. Approval of the Transmittal of Pension and OPEB Reporting Under Public Act 2020 of 2017

#### Correspondence

### 6. Call to the Public

Mayor Pipoly opened the Call to the Public at 6:35 p.m. Hearing and seeing no comment, Mayor Pipoly closed the Call to the Public at 6:37 p.m.

### 7. Staff Updates

Chief Bradford relayed that his team is currently working on PowerDMS and the new patrol car is here however, it will need to be outfitted with the proper police package which includes radio, lights, etc.

Councilmember Bohn asked Chief Bradford about the recent statement from Secretary of State Benson to prohibit open carry in polling locations. Chief Bradford is awaiting clarification from the prosecutor's office but will report back to City Council. Councilmember Muzzin posed a scenario if a voter is feeling intimidated at the polls and calls the police, will the police come to inspect the situation. Chief Bradford confirmed that intimidation will not be tolerated and police will be on patrol.

Director Goch stated that Consumers Energy will start their work during the week of October 26, 2020 and will be

finished in November. Weather permitting, restoration will also be conducted however the contractor may need to come back during the spring. The oxidation ditch is completed and working properly. Leaves are being picked up, and the leaf pick up schedule notice was given to residents via the City website and Facebook page. The FROG program is moving along well. The compliance officer is finding some issues with restaurants but will be working closely with them to ensure compliance.

Director Gomolka updated City Council about the personal property loss payment from the State.

Clerk Brown noted special Saturday hours on October 31, 2020 for the November 3, 2020 election to issue and receive absentee ballots and to register new voters. She asked that voters with an absentee ballot utilize the drop boxes at City Hall to return their ballots. The drop boxes are located at the front of City Hall with the newest edition in the treed island across from City Hall doors that is ADA compliant.

City Manager Geinzer updated City Council with recent job posting figures in Michigan and specifically within Livingston County. Job postings remain high.

#### **8. Updates from Councilmember Liaisons to Various Boards and Commissions**

Councilmember Muzzin met with the Brighton Area Fire Authority on October 8, 2020 where they discussed renovations and design bids for the Webber Road fire building construction which should be completed by summer 2021.

Mayor Pro Tem Gardner noted the BACC did not meet. Ms. Gardner commended Director Goch and his team for their illustration on how to hang the banner across Main Street that was prompted by a note from a resident.

Councilmember Bohn met with the Planning Commission where a site plan was approved for Qdoba at the former Pure Sleep building.

Councilmember Emaus met electronically with the Brighton Veterans Memorial Committee and discussed the Veterans Day Parade. It has been canceled due to health concerns however possibilities of a makeup date were discussed for spring.

Mayor Pipoly noted the DDA met to discuss holiday lights.

#### **9. Receive Annual Audit Report and Presentation**

Martin Olejnik and Tim St. Andrew from Plante Moran presented the findings from this fiscal year's audit, reported an unmodified audit which is the highest level of assurance that an audit firm can provide. The audit was conducted electronically and Director Gomolka praised her staff and Plante Moran for working together to ensure the audit firm was able and equipped with all necessary reports and statements to ensure a thorough audit. Plante Moran highlighted several financial savings that were a direct result from last year's negotiations with employees to restructure the City's legacy costs, ultimately realizing a \$1.2 million reduction in pension liabilities and a \$6.7 million reduction in other post-employment benefit liabilities.

#### **New Business**

#### **10. Conduct a First Reading and Set a Public Hearing for November 19, 2020 for Proposed Ordinance #594, Amendment to Chapter 78, Section 78-80, of the City of Brighton Code of Ordinances**

City Council conducted the first reading of the proposed ordinance #594, which would amend the Snow ordinance of the City of Brighton Code of Ordinances to allow more time for snow removal.

Councilmember Pettengill clarified the ordinance is for both residents and businesses. Community Development Manager confirmed the ordinance is for both.

Councilmember Bohn would like to see the wording from Pinckney's ordinance that allows for more time after a larger snow fall. He also asked that the ordinance clarify when the clock starts or better clarification on the timing.

Councilmember Tobbe asked how snow birds and seniors are accounted for and helped during large snow events.

**Motion** by Councilmember Bohn, seconded by Councilmember Emaus to add the allowance 48 hours to remove snow if greater than four inches to the proposed ordinance amendment and to set a public hearing for November 19, 2020 for proposed ordinance #594, amendment to Chapter 78, Section 78-80, of the City of Brighton Code of Ordinances. **The motion carried without objection by roll call vote.**

#### **Other Business**

##### **11. Call to the Public**

Mayor Pipoly opened the Call to the Public at 7:33 p.m.

Susan Bakhaus spoke regarding the City Manager Closed Session.

Mayor Pipoly closed the Call to the Public at 7:34 p.m.

##### **12. Consider Entering into Closed Session to Consider the Periodic Personnel Evaluation of the City Manager Pursuant to MCL 15.268(d)**

**Motion** by Councilmember Pettengill, seconded by Councilmember Emaus to enter into closed session at 7:36 p.m. to consider the periodic personnel evaluation of the City Manager pursuant to MCL 15.268(d) upon written request of the City Manager. **The motion carried without objection by roll call vote.**

The special meeting reconvened at 8:35 p.m.

##### **13. Consider Approval of City Manager Compensation Task Force Recommendations**

**Motion** by Councilmember Muzzin, seconded by Mayor Pro Tem Gardner to approve of the City Manager Compensation Task Force recommendations of a 5.2% increase effective October 1, 2020 and reinstatement of cost of living adjustment effective July 1, 2021 and for the Mayor, Human Resources Manager, and labor attorney to complete the contract. **The motion carried by roll call vote with Councilmembers Bohn, Pettengill, and Tobbe voting no.**

##### **14. Adjournment**

**Motion** by Mayor Pro Tem Gardner, seconded by Councilmember Emaus to adjourn the meeting at 8:38 p.m. **The motion carried without objection by roll call vote.**



# City of Brighton

## REPORT FROM THE CITY MANAGER TO CITY COUNCIL November 5, 2020

**SUBJECT: CONSIDER AWARDING THE BID FOR PEST CONTROL SERVICES TO GRIFFIN PEST CONTROL IN THE AMOUNT OF \$281 PER MONTH (\$3,372.00 PER YEAR)**

### ADMINISTRATIVE SUMMARY

- The City of Brighton’s pest control contract with Orkin expired on July 1, 2020. We have continued to use their services on a month-to-month basis. We are satisfied with Orkin’s service; however, in our continued efforts to ensure that we are vetting cost effective options for products and services, a Request for Proposals (RFP) was developed and published. The contract is for three years, with the option for two annual renewals as agreed upon by both the City and the awarded contractor.
- The RFP was published on the Michigan Intergovernmental Trade Network (MITN) website on October 2, 2020 using the bidding documents previously approved by the City Attorney. A voluntary pre-bid meeting was held on Thursday, October 8. There were three companies in attendance.
- The RFP was put out for monthly pest control services for the City Hall, DPW, Police Station, Community Center, COBACH, and wastewater and water plants. This service includes basic preventative treatments for crawling and flying insects and rodents.
- Sealed bids were opened on Monday, October 19 and five bids were received. See bid results below.

<b>Pest Control Services 2020 Bid Analysis</b>		
<b>No.</b>	<b>BIDDER</b>	<b>AMOUNT</b>
1	Pest Control Services - Novi, MI	\$407 / month
2	Guardian Pest Control - Walled Lake, MI	\$1,032 / month
3	Rose Pest Solutions - Troy, MI	\$398 / month
4	American Pest Control - Troy, MI	\$343 / month
5	<b>Griffin Pest Control Solutions, Kalamazoo, MI</b>	<b>\$281 / month</b>

- The City’s current pest control provider, Orkin, did not submit a bid. Our current cost for pest control services is \$293.56 per month or \$3,522.72 per year. Approval of the RFP from Griffin Pest Control Solutions will result in a savings of \$150.72 per year.



# City of Brighton

## REPORT FROM THE CITY MANAGER TO CITY COUNCIL November 5, 2020

- All three references provided by Griffin Pest Control Solutions were checked and all responses were favorable.

### **RECOMMENDATION**

Staff recommends awarding the bid for pest control services to Griffin Pest Control in the amount of \$281 per month (\$3,372.00 per year), plus as needed services.

Prepared by: Patty Thomas, Asst. to the DPS Director

Reviewed by: Marcel Goch, DPS Director

Approved by: Nate Geinzer, City Manager