



Brighton City Council Meeting

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

This meeting was conducted electronically.

MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON DECEMBER 17, 2020

1. Call to Order

Mayor Pipoly called the meeting to order at 7:30 p.m.

2. Pledge of Allegiance

3. Roll Call

Present were Mayor Pipoly and Mayor Pro Tem Gardner, Councilmembers: Bohn, Emaus, Muzzin, Pettengill, and Tobbe, all of whom disclosed their locations. City Manager Nate Geinzer, City Clerk Tara Brown, Community Development Manager Mike Caruso, Finance Director Gretchen Gomolka, DPS Director Marcel Goch, Management Assistant Henry Outlaw, Police Chief Rob Bradford, Tetra Tech City Engineer Gary Markstrom, Attorney Paul Burns, and Attorney Jeff Alber. There were four persons in the audience.

4. Consider Approval of the Agenda

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

5. Consider Approval of Consent Agenda Items

Motion by Mayor Pro Tem Gardner, seconded by Councilmember Pettengill to approve the consent agenda with a minor correction to the regular meeting minutes. **The motion carried by roll call vote, Councilmember Emaus abstained.**

Consent Agenda Items

- a. **Approval of Minutes: Study Session of December 3, 2020**
- b. **Approval of Minutes: Regular Session of December 3, 2020**
- c. **Approval of the 2021 Boards and Commissions Meeting Schedule**
- d. **Approval to Set a Public Hearing on the 1010 State Street Brownfield Plan for January 7, 2021**

Correspondence

6. Call to the Public

Mayor Pipoly opened the Call to the Public at 7:35 p.m. Hearing and seeing no comment, Mayor Pipoly closed the Call to the Public at 7:35 p.m.

7. Staff Updates

Director Gomolka reminded all residents the winter tax bills are due February 15, 2021. Mayor Pro Tem Gardner asked if both drop boxes are open for residents to deposit their payments. Director Gomolka confirmed that both the drive up drop box and the mail slot attached to the front of City Hall are open and are checked every day.

Manager Geinzer wished all a Merry Christmas and Happy New Year.

8. Updates from Councilmember Liaisons to Various Boards and Commissions

City Council wished all residents a Merry Christmas, Happy Hanukkah, and a Happy New Year.

Councilmember Muzzin asked if there has been an extension to the Open Meetings Act to allow the continuation of virtual meetings. Manager Geinzer stated a bill allowing virtual meetings to continue until March 31, 2021 has passed the House and is awaiting Senate approval, but is expected to pass. Councilmember Muzzin stated the Brighton Area Fire Authority met on December 10, 2020. Mr. Muzzin relayed that well known Attorney Neal

Neilson passed away recently as did Jim Meier of Meier Flowerland and Brian Lavan. He expressed his condolences to the families for their loss.

Councilmember Pettengill stated the Zoning Board of Appeals met on December 10, 2020 to review two appeals. The appeals were for 8700 N 2nd Street and 7500 Rickett Road, both were approved.

Councilmember Tobbe stated SEMCOG welcomed new director Amy O'Leary.

Mayor Pipoly noted the DDA met and conducted their biannual Information Meeting on December 15, 2020 and also conducted a public hearing for the Brownfield Redevelopment Authority to consider a new redevelopment plan.

New Business

9. Consider Approval of Request to Change Authorization from Tetra Tech Engineering Services for Design Phase Engineering of the Northwest Neighborhood Streets Improvement Project for an Additional \$41,060

Director Goch provided an overview of the change authorization and instruction to the agenda item. As noted in the CMR, changes were due to new developments, unforeseen obstacles, and requests made by staff and Council.

Councilmember Bohn questioned the amount, noting the amounts do not add up. Gary Markstrom from Tetra Tech agreed and noted the change to reflect the total amount of \$177,560.

Councilmember Emaus noted his disappointment in the professionals involved. He asked that all involved be vigilant to assure accuracy. He also reminded that this change authorization is not the first as there have been a series of projects that came in higher than engineering estimates. He asked that efforts to provide estimates be fixed to assure accuracy moving forward.

Councilmember Bohn asked if this change and previous changes are a result of not having a large enough contingency. Director Goch stated that some of the changes were City requests due to preplanning work for future development and other additions were unforeseen initially.

Motion by Councilmember Bohn, seconded by Councilmember Emaus to approve the request to change authorization from Tetra Tech Engineering Services for design phase engineering of the Northwest Neighborhood Streets Improvement Project for an additional \$41,060, for a revised total of \$177,560. **The motion carried without objection by roll call vote.**

10. Consider Approval of the Lindhout and Associates Architectural Design and Project Administration Scope of Services in the Amount of 11.5% of Construction Costs for the Budgeted (Funded by PEG Revenues) City Council Chambers Renovation Project

Manager Geinzer introduced the agenda item by relaying the PEG revenue specifics as conveyed during the study session. These fees generated into the PEG fund are solely for upgrades and associated costs involved with the studio which is Council Chambers and the broadcasting of Council meetings. He expressed his concern and need to update the Council Chambers for ADA accessibility, security, and a much needed audio visual equipment refresh. During preliminary discussions with the City architect, the design scope will be within the \$100,000 budget and therefore asked that the Rules and Procedures subcommittee, who are Mayor Pipoly, Mayor Pro Tem Gardner, and Councilmember Pettengill, oversee the design process with the architect and audio visual vendors involved.

Councilmember Pettengill appreciated opportunity to be involved with the redesign of Council Chambers.

Councilmember Emaus stated the ADA access to the dais needs to be addressed as a first priority.

Mayor Pro Tem Gardner remarked that security and safety for all who attend the meetings is of the utmost importance.

Motion by Mayor Pro Tem Gardner, seconded by Councilmember Pettengill to approve of the Lindhout and Associates architectural design and project administration scope of services in the amount of 11.5% of construction costs for the budgeted City Council Chambers renovation project and for the Rules and Procedures sub committee to oversee the design of the project. **The motion carried without objection by roll call vote.**

11. Consider Approval of 2021 Retreat Schedule

Manager Geinzer noted of the surveyed Councilmembers there was not a consensus for the dates, either compact or truncated schedule. He asked that Council decide which dates would be best so that City staff can plan the budget retreat discussion in the most efficient manner possible.

City Council discussed the two scenarios with January 26, 27, 28, 2021 beginning at 6:00 p.m. to be the most favorable and efficient.

Motion by Mayor Pro Tem Gardner, seconded by Councilmember Emaus to approve of the 2021 retreat schedule for January 26, 27, and 28, 2021 beginning at 6:00 p.m. **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 8:11 p.m. Hearing and seeing no comment, the Call to the Public was closed at 8:11 p.m.

Mayor Pipoly wished all a Merry Christmas. Santa and Mrs. Claus received the key to the City from Mayor Pipoly and assured him that Santa will be able to visit children throughout the City and is taking all necessary safety precautions to insure a safe and healthy Christmas.

13. Adjournment

Motion by Councilmember Muzzin, seconded by Councilmember Tobbe to adjourn the regular meeting at 8:13 p.m. **The motion carried without objection by roll call vote.**

Tara Brown, City Clerk

Shawn Pipoly, Mayor