

**MINUTES
ST. CLAIR SHORES CITY COUNCIL WORKSHOP
JANUARY 11, 2020**

City Council Workshop Meeting was held at the St. Clair Shores Country Club Golf Course, 22185 Masonic Blvd., St. Clair Shores, Michigan.

Present: Mayor Kip C. Walby, Council Members Peter Accica, John Caron, Ronald Frederick, Candice Rusie and Chris Vitale

Absent
and Excused: Council Member Pete Rubino

Also Present: City Manager Matthew Coppler, Assistant City Manager William Gambill, City Clerk Mary Kotowski, CDI Director Christopher Rayes, Controller Renae Warnke, DPW Director Bryan Babcock, Parks & Recreation Director Henry Bowman, Finance Director Laura Stowell, Fire Chief James Piper, Aaron Uranga, HRC and City Attorney Robert Ihrie

1. CALL TO ORDER AND ROLL CALL

Mayor Walby called the meeting to order at 8:00 a.m., and there was a quorum present.

Moved by Council Member Frederick, supported by Council Member Caron to excuse Council Member Rubino.

Ayes: All – 6
Absent: Rubino

2. FIRE INSPECTOR

Discussion was held regarding the Fire Inspector position including the history of the position, when it was eliminated from the budget and how the Inspector position was restored for the upcoming retirement of the Fire Marshal as part of a succession plan.

Chief Piper noted that training and certification requirements are approximately three solid months for the Fire Inspector position. He detailed the accomplishments and benefits of a Fire Marshal and Inspector staffing.

Council asked for additional information as follows:

- A list of new facilities in the City. Is there a State requirement that the Fire Marshal must inspect these facilities within a certain time frame?
- What would an ISO rating of “1” do for the business community’s insurance ratings as compared to our ISO2 rating?
- Administration is to negotiate with the Fire union longer-term personnel in the Fire Marshal and Fire Inspector positions due to the certification and training requirements.
- Conduct a review of the Fire Department adding 1-3 additional fulltime floater fire fighter positions to eliminate the high overtime numbers. It was noted that back in August there was a discussion regarding the overtime, and it was asked at that time that a review and cost estimate be done for one additional staff person per station as a floater. How much overtime would this eliminate?
- Provide fire inspection comparisons from when Fire Marshal Bodnar retired until now with one person on staff.
- Provide comparisons of ISO scores from other communities.

3. LEAD SERVICE LINE REPLACEMENT PILOT PROJECT

Background: The State recently made changes to the Lead and Copper Rule which now requires municipalities or local water supplies to remove lead from the water distribution system even if the lead is found to be on private property.

In St. Clair Shores there are homes where the private service line connecting the house to the public water supply is made of lead material. The City currently has a total of 25,303 water connection customers. Of those, there are approximately 515 that are expected to be made of lead material. That is approximately 2% of our water customers.

LEAD SERVICE LINE REPLACEMENT PILOT PROJECT (CONT'D.)

The State is requiring the City to replace 7% of the private lead service lines per year. Therefore, the City is required to replace a minimum of 37 lead service lines per year. During 2020, the City will be replacing 50 lead service lines as part of our watermain replacement project. This will meet the State minimum requirement.

The City, however, is committed to removing lead service lines at a faster rate than the State minimum.

It is recommended to award the grouped service line replacement to the 3 lowest bidders at an average unit price. The average unit prices for the 3 contractors was provided. The City has met with the contractors, and they are in agreement with these prices. By averaging the unit prices the contractors will be able work more as a team to expedite the completion of the work. For example, if one contractor is busy working on other projects, they may choose to give their service line replacements to one of the other two contractors who is able to complete them at an earlier date.

The intent of this pilot project is to initially replace approximately 60 lead service lines from the stop box (adjacent to the sidewalk) to inside the home at the water meter. The City has provided a survey for residents to complete to determine their service line material type. Currently there are 34 homes with confirmed lead service lines that the pilot project will start with.

Based on the bid unit prices it is expected that each service line replacement will cost approximately \$5,000-\$5,600. The initial pilot budget will be \$300,000. The City will be separated into three sections and each of the three contractors will be given approximately \$100,000 worth of work.

Council asked for additional information as follows:

- Will the Pleasant Street watermain replacement project bid documents include the possible 27 residential lead water lines that need to be replaced?
- What is the plan for those who opt out of lead waterline replacement? What will the legal ramifications be to the City, and what are the options for adding a recorded notification to those property deeds?
- The bid includes who will get the lead service lead scrap metal. Mr. Babcock said everything comes back to the City.

Agenda Items 9, 7 and 6 were taken out of order

9. CITY HALL PARKING

Mr. Aaron Uranga, HRC City Engineering Firm, indicated that the city hall parking lot sub surface is always wet. In reviewing the crumbling surface, it was noted it was designed for a pump station that was never installed. This parking lot replacement will be bid phasing the plan for installation, asphalt vs concrete materials and the inclusion of the marina parking lot.

When asked about semi permeable material options, it was noted those materials do not provide the option to pump the water out.

Another option that was discussed was the use of bio swales in place of the pump station.

Mr. Coppler noted that there is \$700,000 budgeted for this project, and there is enough in reserves to do an appropriation from that or phased in a way to cover the total cost partially this fiscal year and partially next fiscal year.

The direction from Council was to get this project done this year starting in April, with a four-month projected completion.

Council asked for additional information as follows:

- Provide the City Hall parking lot project landscaping issues such as memorial trees, flower beds, etc. including the guard shack area landscape plan as well.

7. KIDDIE POOL AND WATER SLIDE

Mr. Uranga gave an update on the water slide arm replacements, stair tower and what items need to be addressed before the season starts. The bids last year were around \$320,000 for the cost of slide improvements which was approaching the cost for an entire new slide.

Discussion covered what repairs were needed for the slide to open this season. It was noted that there were several issues to be addressed.

KIDDIE POOL AND WATER SLIDE (CONT'D)

Council asked for additional information as follows:

- HRC will provide Council with the detailed pool slide tower structural issues report.
- What are the revenue numbers we need to hit on the water slide to offset the repairs that allows for two people on the stairs and the entire structure replacement.
- Administration will provide Council with the water slide repair cost estimate to get it safe for this year and if it will be safe for more than one person on the tower at a time.
- Council Member Vitale asked for an onsite visit of the slide structure.
- Council will be provided with the violation document for daily inspections and how it is done.
- HRC is to review the structure in entirety.

6. PARKS & RECREATION CAPITAL CARRYOVER PROJECTS

b. Golf Storage Building

Mr. Uranga noted this structure is a 50 year old steel structure with a steel roof. The bid documents will include reroofing, siding and downspouts. The last bid was \$160,000 which was more than we planned on spending.

Alternative options for this building were discussed as well as the need for repair of the continuing water damage to the interior. It was asked about painting the storage building during the off time.

a. Golf Course Cart Path

CDI and HRC will be bidding out the asphalt cart paths 8,10,17 and 18 within the next 30 days.

Council directed administration to leave the \$50,000 per year for the cart path repairs/replacement program in the golf course capital budget.

4. CDI STAFF

Engineering Assistant

Mr. Coppler noted that in review of their staffing, the complaints the department receives, issues raised and what has been historically in the City, restoring the Engineering Assistant position to the budget makes sense. This position was last filled in 2010. It would be a key factor improving the management and oversight of capital infrastructure projects in the City. It would reduce the outside costs associated with our engineering firm, enhance communications with our residents during these projects and address issues in a proactive manner rather than our current reactive method.

In the past, this position helped with elimination of resident issues. The project is \$74,000, plus benefits, which would be split between the Water/Sewer, Streets and General Fund budgets.

Code Enforcement Supervisor

Currently this position is open. In the recent past, it has been filled with a contract employee. Mr. Coppler noted we are recommending that this position once again become a full-time benefitted position.

CDI Staffing on Contract Inspections – Discussion on bringing Building Inspectors In-house

Mr. Coppler noted that bringing these positions in-house would increase the cost annually \$100,000 for four fulltime staff. The City currently contracts with the City of Roseville to provide five employees that handle different responsibilities related to building inspections within the City.

We are looking at ways to improve the technology side of inspections to ensure our process is efficient. Once we clean up the process, we can evaluate the contract and the new technology.

Council asked for additional information as follows:

- Provide engineer position options including contract versus fulltime staff member.
- Does Roseville have one more contract inspector to backfill for inspections when needed?

5. SHORT-TERM RENTAL ORDINANCE

Mr. Ihrie noted that there is no state law that governs short-term rentals. There has been legislation introduced which has not moved that would prohibit the City's right to govern them.

There are two ways to handle these regulations, within the zoning ordinance or outside the zoning ordinance. The one detriment is the Michigan Zoning Enabling Act requires it to be in zoning and anyone already doing this would be grandfathered in.

The direction of a majority of was Council was to have the City Attorney draft language for an ordinance and zoning ordinance to prohibit short term rentals.

6. PARKS & RECREATION CAPITAL CARRYOVER PROJECTS

c. Batting Cages

Mr. Bowman noted that there were no bids received last year, and they would like to look at other options for use of the space. They will provide those options by April 2020.

8. 2020 MDNR GRANT OPTIONS

Mr. Gambill gave an overview of the administration recommendation for pursuing a 2020 Land and Water Conservation Fund grant to implement at Kyte Monroe Park such as improvements for energy efficient baseball/softball field lights and a green parking lot. The application deadline is April 1, 2020. He presented the idea of bundling projects together to apply for the maximum dollar amount since Kyte Monroe Park needs a path to the play structure as well as some signage, and Brys Park needs a parking lot with green infrastructure.

Council asked for additional information as follows:

- Administration will review the application process for the grant to see how our previous grants affect this year's application ability.
- Does the one lot at Kyte Monroe drain into the current bio swale?

10. UPDATE / OPEN ITEMS

Mayor Walby updated Council on the use of golf cart shuttles for the booze cruise, and he noted that the City retained the right to say no to these events (stop them) and have a mechanism in place to control them. They will be located at one of the new breweries.

Mayor Walby said he will be working on filling the following existing committees:

- Trash Collection Contract Committee to send out in July and September
- New Sign Committee
- Playground Committee
- Residential Design Committee

Mr. Coppler noted that the marina dock overlays for building extensions to fit over the exiting docks cost estimate was over \$10,000.

He said they are starting on contract negotiations.

Fire Chief Piper raised the issue of the application period for the Safer Grant which opens February 15, 2020 for a 30-day period. It requires City Council approval as part of the application process and has a 3-year commitment.

Council requested Mr. Coppler provide a long-term plan and if we can afford the long-term cost on additional Fire Department positions prior to Council approving a SAFER Grant application as the grant would be a bonus.

Council Member Frederick asked if our CDI application forms used when someone opens a business can indicate that they need to apply with the Health Department - Planning Commission.

11. AUDIENCE PARTICIPATION (5 MINUTE TIME LIMIT) - None

12. ADJOURNMENT

Moved by Council Member Caron, supported by Council Member Frederick to adjourn at 11:51 a.m.

Ayes: All – 6
Absent: Rubino

KIP C. WALBY, MAYOR

MARY A. KOTOWSKI, CITY CLERK

(THE PRECEDING MINUTES ARE A SYNOPSIS OF A CITY COUNCIL MEETING AND DO NOT REPRESENT A VERBATIM RECORD).