

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, March 10, 2014 AT 7:00 P.M.
COUNCIL CHAMBERS – NOVI CIVIC CENTER – 45175 W. TEN MILE ROAD

Mayor Gatt called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Gatt, Mayor Pro Tem Staudt, Council Members Casey, Fischer, Markham, Mutch, Wrobel

ALSO PRESENT: Victor Cardenas, Interim City Manager
Thomas Schultz, City Attorney

APPROVAL OF AGENDA:

CM 14-03-043 Moved by Fischer, seconded by Casey; CARRIED UNANIMOUSLY:

To approve the Agenda as amended with the addition to Mayor and Council Issues an item 1. Zoning Board of Appeals (ZBA) Vacancy and the addition to Consent Agenda item B., the words "property acquisition" to the discussion in Executive Session.

Roll call vote on CM 14-03-043

Yeas: Staudt, Casey, Fischer, Markham,
Mutch, Wrobel, Gatt
Nays: None

PUBLIC HEARING – None

PRESENTATIONS – None

REPORTS:

1. MANAGER/STAFF - None

2. ATTORNEY - None

AUDIENCE COMMENT:

Eleanor Thompson, 24071 Glenridge, stated she hoped the road improvements for Haggerty Road will be north of 9 Mile because she felt it was in terrible condition. She read that the school wanted to extend the bond and felt fixing school parking lots was a foolish expense of tax money. She has contacted the City about living next to a yard where there are unused cars. She stated her neighbor has been allowed to have two cars sit out there for three years. She felt this matter should be addressed.

Pam Sordyl, founder of Puppy Mill Awareness, stated they are educating the public about pet stores that are linked to puppy mills since 2008. She noted there are 24

puppy stores in the state, including two in Novi. One is in Fountain Walk where over 100 puppies are shipped in each month. Most families think everything is okay with these puppies and cannot easily visit them to see their living conditions. She said no responsible breeder would place puppies in a pet shop. She recommended that people always meet a dog's parents before purchasing.

CONSENT AGENDA REMOVALS AND APPROVALS (See items A-T):

CM 14-03-044 Moved by Wrobel, seconded by Casey; CARRIED UNANIMOUSLY:

To approve the Consent Agenda as presented.

- A. Approve Minutes of:
 - 1. February 18, 2014 – Regular meeting
- B. Enter Executive Session immediately following the regular meeting of March 10, 2014 in the Council Annex for the purpose of discussing property acquisition and privileged correspondence from legal counsel.
- C. Approval of an agreement with Suburban Collection Showplace to host the 2014 Evening of Appreciation, an annual event honoring Boards, Commissions, Committees and Employees for their dedication to Novi, on Friday, December 12, 2014 for the estimated amount of \$14,000.
- D. Approval to renew Dispatch Contract with the City of South Lyon beginning July 1, 2014 through June 30, 2017.
- E. Approval to award an engineering services agreement with URS Corporation for design engineering services related to the Haggerty Road Lane Gap Construction project in the amount of \$9,970; and approval of an additional appropriation in the amount of \$9,970 for this budget line item.
- F. Approval to award an engineering services agreement to Orchard, Hiltz, and McCliment, Inc. for engineering services related to the 2014 Sanitary Collection System Capacity Study, in the amount of \$97,516, including an additional expenditure in the amount of \$62,516.
- G. Acceptance of a pathway easement as a donation from Columbus Corporate Office Centre, LLC for the property located at 39450 12 Mile Road for a pathway that was relocated by the Consumers Energy Vault Construction project (parcel 22-12-400-018).
- H. Approval to award contract for the 2014 Spring Tree and Landscape Planting to the lowest bidder, RC Tuttle, Inc. for the amount of \$60,000.

- I. Approval of special assessment payment to Oakland County of the Caddell Drain Restoration project in the amount of \$26,600; and approval of an additional appropriation in the amount of \$26,600 for this budget line item.
- J. Approval to change the May 5, 2014 Council meeting to Monday, May 12, 2014.
- K. Approval to apply for a 2013 Fire Prevention and Safety (FP&S) Grant for 500 smoke alarms and 500 carbon monoxide detectors with a total potential match of \$1,000 (5%) by the City of Novi.
- L. Approval to award an amendment to the engineering services agreement with Orchard, Hiltz & McCliment for additional design services and for construction engineering services for the Novi Dog Park project in the amount of \$48,800.
- M. Approval of a Storm Drainage Facility Maintenance Easement Agreement from Pinnacle-Novı 12 LLC for the Andelina Ridge project located on 12 Mile Road east of Napier Road (parcel 22-18-100-006).
- N. Approval of a Storm Drainage Facility Maintenance Easement Agreement from Cabot 12 Corner, LLC for the Starbucks development located at the northwest corner of 12 Mile Road and Cabot Drive (parcel 22-12-400-039).
- O. Approval of a Storm Drainage Facility Maintenance Easement Agreement from Beck Ten Land LLC for the Valencia Estates development located at the northwest corner of Ten Mile Road and Beck Road (parcel 22-20-400-005).
- P. Acceptance of a warranty deed from J.S. Evangelista Development, LLC for the dedication of 60 feet of right-of-way along 14 Mile Road and 17 feet of right-of-way along Novi Road as part of the Maple Manor development located at 31215 Novi Road (parcel 22-02-201-001) and approval to execute a Quit Claim Deed conveying the dedicated 60 foot right-of-way for 14 Mile Road to Oakland County.
- Q. Approval to award ImageSoft, Inc., the City's current document imaging system support provider, a contract in the amount of \$21,450 to enhance the Human Resources document imaging solution.
- R. Approval to purchase Dell KACE network system management devices from Netch Corporation in the amount of \$31,897 using a competitively bid contract through the Midwestern Higher Education Compact (MHEC).
- S. Approval to award a three year contract to Bright House Networks in the amount of \$6,350 per month for dedicated Internet access and wide area network connectivity to City owned locations.
- T. Approval of Claims and Accounts – Warrant No. 911

Roll call vote on CM 14-03-044

Yeas: Casey, Fischer, Markham, Mutch,
Wrobel, Gatt, Staudt
Nays: None

MATTERS FOR COUNCIL ACTION:

1. Approval to award a construction contract for the Novi Dog Park to Erie Construction, LLC, the low bidder, in the amount of \$210,797.28 subject to final review and approval of form of agreement by City Manager's office and City Attorney; and approval of an additional appropriation in the amount of \$9,212 for this budget line item.

Interim City Manager Cardenas said this is for the completion of the Dog Park that has been approved for the 2013-14 fiscal year. The appropriation is for some construction oversight and inspection.

CM 14-03-045 Moved by Wrobel, seconded by Casey; CARRIED UNANIMOUSLY:

To approve a construction contract for the Novi Dog Park to Erie Construction, LLC, the low bidder, in the amount of \$210,797.28 subject to final review and approval of form of agreement by City Manager's office and City Attorney; and approval of an additional appropriation in the amount of \$9,212 for this budget line item.

Roll call vote on CM 14-03-045

Yeas: Fischer, Markham, Mutch, Wrobel, Gatt,
Staudt, Casey
Nays: None

2. Discussion and review of qualifications of executive search firms to facilitate the City Manager search process and determine procedures for interviews on Saturday, March 22, 2014.

Interim City Manager Cardenas explained seven bids were received for the City Manager executive search. A committee of four administrative employees evaluated them on different merits. They recommended four of the firms.

Mayor Gatt thanked the Director of Human Resources, Tia Gronlund-Fox for the work her department has done. He explained that the firms will have a five minute time limit to address City Council and each Council Member could ask up to two questions.

Mayor Pro Tem Staudt recommended Waters Executive Recruitment and Slavin Management Consultants. They were the two firms he would like to see at the interview process.

Member Mutch asked Director of Human Resources Grondlund-Fox to explain the aspects of the applicants that put those above the others. Ms. Grondlund Fox said they based their recommendations on a couple of factors. The factors were timeline, recent searches for communities similar in size and scope, and their success. Member Mutch said his thoughts were similar to Mayor Pro Tem Staudt. He said he was focused on two key things, the ability for these firms to attract quality candidates nationwide and focus on properly vetting the candidates. He felt three firms were enough to interview.

Member Casey and Member Wrobel asked Council to consider the search firms of Waters, Slavin Management Group, and Strategic Government Resources and felt going beyond three may not be necessary.

Mayor Gatt said Waters Executive Recruitment clearly was his choice and the rest were on the same level. He liked Slavin because we used them in the past and didn't feel the need to interview three.

CM 14-03-046 Moved by Casey, seconded by Wrobel; CARRIED UNANIMOUSLY:

To approve administration to request three firms, Waters Executive Recruitment, Slavin Management Consultants, and Strategic Government Resources, to interview on Saturday, March 22, 2014 at 8:30 A.M. for the City Manager search.

Roll call vote on CM 14-03-046

**Yeas: Markham, Mutch, Wrobel, Gatt, Staudt,
Casey, Fischer
Nays: None**

3. Approval to award a unit price contract for Lawn and Landscape Maintenance Services to B&B Landscaping, Inc., the low bidder, for a one-year term with three one-year renewal options and an estimated annual cost of \$147,083.

Interim City Manager Cardenas said this was an important contract for the City at several facilities. This price and vendor is different than we have seen in the past. The vendor has been given good recommendations from other communities.

Member Mutch asked if the vendor had facilities in Novi. Rob Hayes, Director of Public Services, answered he didn't know if their facility was established or not but knew it would be at Taft & Grand River. Member Mutch asked for names of comparable communities where they worked. Mr. Hayes said they have worked with Canton Township doing landscaping and mowing and they have done landscaping for the City of Dearborn. Member Mutch said the concern he had was for what had happened in

the past where a company over-promised for services. He felt comfortable going forward with this.

CM 14-03-047 Moved by Mutch, seconded by Casey; CARRIED UNANIMOUSLY:

To approve a unit price contract for Lawn and Landscape Maintenance Services to B&B Landscaping, Inc., the low bidder, for a one-year term with three one-year renewal options and an estimated annual cost of \$147,083.

Roll call vote on CM 14-03-047

**Yeas: Mutch, Wrobel, Gatt, Staudt, Casey,
Fischer, Markham**

Nays: None

AUDIENCE COMMENT:

Brian Bartlett, 45737 Jaslyn Lane noted the City's 2009 implementation of the City's current snow removal policy. This initially kept the plows out of the subs in the beginning. With snowfalls beginning late last year, he cited trouble with mailboxes being covered and no mail delivery. He visited three subdivisions in Plymouth Township and Canton Township; each subdivision is responsible to provide its own snow removal service, as townships do not provide this service. He questioned why not allow subdivisions in Novi be allowed to do the same if they choose to. He realized the winter has been tough, but in other places residents could still park and have uninterrupted mail delivery. He felt it was a reasonable expectation.

COMMITTEE REPORTS – None

MAYOR AND COUNCIL ISSUES:

1. Zoning Board of Appeals (ZBA) Vacancy

Mayor Gatt noted that former ZBA Member Jeff Gedeon resigned and asked that Cynthia Gronachan be made a full term ZBA member. He asked the City Clerk's office to advertise for a ZBA alternate for the next interview session.

CM 14-03-048 Moved by Fischer, seconded by Markham; CARRIED UNANIMOUSLY:

To approve Cynthia Gronachan as a full term Zoning Board of Appeals member.

Roll call vote on CM 14-03-048

**Yeas: Mutch, Wrobel, Gatt, Staudt, Casey,
Fischer, Markham**

Nays: None

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION - None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 7:28 P.M.

Robert J. Gatt, Mayor

Maryanne Cornelius, City Clerk

Transcribed by Jane Keller

Date approved: March 24, 2014