

CITY OF RIVERVIEW, WAYNE COUNTY, MICHIGAN,
HELD ON MONDAY, JUNE 15, 2009 A.D.,
IN THE COUNCIL CHAMBERS OF
THE PETER ROTTEVEEL MUNICIPAL BUILDING
14100 CIVIC PARK DRIVE, RIVERVIEW, MICHIGAN 48193-7689

The meeting was called to order at 7:30 p.m.

Presiding: Mayor Durand

Present: Councilmembers Blanchette, Coffey, Swift, Elmer Trombley

Excused: Councilmembers Rudicil, James Trombley

Also Present: City Manager Workman, City Clerk Bratcher, Records Manager/Assistant City Clerk Hutchison, Human Resources Director Hajkus, Police Chief Ginestet, Fire Chief Bosman, Finance Director D. Drysdale, Public Works Director Hunter, Director of Solid Waste Bobeck, Purchasing Director Kuch, Recreation Director Dickman, IT Director Harper, Golf Course Director Ford, Library Director Borger, Cornerstone Environmental Group Director Larky, Charles E. Raines Engineer Sabak, Attorney Pentiuik

The **Pledge of Allegiance** was led by Councilmember Swift.

The **Invocation** was given by Councilmember Coffey.

AWARDS, PROCLAMATIONS AND PRESENTATIONS:

None.

MINUTES:

Motion by Councilmember Coffey, seconded by Councilmember Swift, that the **Minutes** of the regular meeting of June 1, 2009 along with the condensed version for publication be **approved** as presented. Carried unanimously.

PUBLIC HEARINGS:

None.

PUBLIC COMMENTS:

At this time, Mayor Durand asked if anyone wished to address the City Council.

ORGANIZATIONAL BUSINESS:

None.

CONSENT AGENDA:

Motion by Councilmember Coffey, seconded by Councilmember Swift, that the following items on the **Consent Agenda** be **approved**:

- Acceptance of the Summerfest **Fireworks** and Concert in the Park **Corporate Sponsorships** as follows:

Pentiuik, Couvreur & Kobiljak	\$1,000
Riverview Energy Systems	\$1,000
Charles E. Raines	\$1,000
Jones Chemicals	\$1,000
A. & L. Coney Island (Zorba's)	\$ 500
Taminco	\$ 200
DBF, Inc.	\$ 100
Cheryl Smith D.O., P.C.	\$ 100
C.V. Cement Contracting Company	\$ 100
Downriver Diesel Service	\$ 100
Widener Collision	\$ 100
Wide Open West (WOW)	\$ 100
- Cooperative **Bid** Award and authorization to Execute **Statement of Work** for **Conversion Services** for blueprint digital scanning services with **Graphic Sciences** in an amount not to exceed **\$9,343.00**; pending legal review and approval.
- Authorization for the **Charles E. Raines Company** to conduct a **study** on the **City Hall electrical** at a cost not to exceed **\$3,500.00**, as related to the installation of a new 300 KW generator, purchased through a Homeland Security grant.

- Budget Amendments as follows:

A.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 CIEF Fund:</u>				
Video Security	402-901-970.021	\$ 0.00	\$ 43,653.00	\$ 43,653.00
Net decrease (increase) to Fund Balance				\$ 43,653.00
<u>2008/09 Golf Course Fund:</u>				
Video Security	584-542-970.021	\$ 0.00	\$ 13,254.00	\$ 13,254.00
Net decrease (increase) to Fund Balance				13,254.00
<u>2008/09 Land Preserve Fund:</u>				
Video Security	596-526-970.021	\$ 0.00	\$ 3,501.00	\$ 3,501.00
Net decrease (increase) to Fund Balance				\$ 3,501.00

JUSTIFICATION: To appropriate funds for the purchase of video surveillance and time/attendance equipment. A portion of this purchase was budgeted in fiscal year 2007/08 but not spent and lapsed to fund balance; \$40,250.00 was budgeted in the CIEF Fund and \$6,000.00 in the Golf Course Fund.

B.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 Land Preserve Fund:</u>				
Leachate Removal	596-526-816.660	\$ 201,110.00	\$ 234,110.00	\$ 33,000.00
Heavy Equipment Maintenance	596-526-776.000	275,240.00	242,240.00	(33,000.00)
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To transfer funds for additional leachate removal at the landfill due to the wet weather this spring. Carried unanimously.

C.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund -- Recreation:</u>				
Recreation Programs - Contracted	101-751-818.060	\$ 30,000.00	\$ 36,000.00	\$ 6,000.00
Net decrease (increase) to Fund Balance				\$ 6,000.00

JUSTIFICATION: To appropriate additional funds for recreation programs run by outside instructors. As of May 31, 2009, \$36,961 of revenue has been received for these programs.

D.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund -- City Attorney:</u>				
Litigation	101-210-818.012	\$ 187,985.00	\$ 140,000.00	\$ (47,985.00)
Special Counsel	101-210-818.015	10,300.00	19,300.00	9,000.00
Labor Relations	101-210-818.016	49,500.00	40,000.00	(9,500.00)
Sibley Quarry Legal Fees	101-210-818.038	14,400.00	9,500.00	(4,900.00)
Net decrease (increase) to Fund Balance				\$ (53,385.00)

JUSTIFICATION: To adjust the budget for the city attorney through the remainder of the fiscal year.

E.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 Golf Course Fund:</u>				
Repair Parts / Supplies	584-542-760.500	\$ 14,000.00	\$ 19,000.00	\$ 5,000.00
Irrigation Repair Parts	584-542-760.510	8,000.00	6,000.00	(2,000.00)
Operating Supplies - Clubhouse	584-542-740.100	14,000.00	11,000.00	(3,000.00)
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To transfer funds for parts and supplies on maintenance equipment at the golf course.

F.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund:</u>				
City Pension Contribution	101-301-725.900	\$ 484,926.00	\$ 510,935.00	\$ 26,009.00
City Pension Contribution	101-851-725.900	211,126.00	246,773.00	35,647.00
Net decrease (increase) to Fund Balance				\$ 61,656.00
<u>2008/09 Cable Fund:</u>				
City Pension Contribution	243-535-725.900	\$ 5,774.00	\$ 5,000.00	\$ (774.00)
Net decrease (increase) to Fund Balance				\$ (774.00)
<u>2008/09 Library Fund:</u>				
City Pension Contribution	271-790-725.900	\$ 16,907.00	\$ 19,155.00	\$ 2,248.00
Net decrease (increase) to Fund Balance				\$ 2,248.00

<u>2008/09 Golf Practice Fund:</u>				
City Pension Contribution	585-542-725.900	\$ 3,640.00	\$ 4,315.00	\$ 675.00
Net decrease (increase) to Fund Balance				\$ 675.00
<u>2008/09 Water / Sewer Fund:</u>				
City Pension Contribution	592-527-725.900	\$ 24,707.00	\$ 28,510.00	\$ 3,803.00
City Pension Contribution	592-536-725.900	24,558.00	27,077.00	2,519.00
Net decrease (increase) to Fund Balance				\$ 6,322.00
<u>2008/09 Land Preserve Fund:</u>				
City Pension Contribution	596-526-725.900	162,395.00	167,855.00	\$ 5,460.00
Net decrease (increase) to Fund Balance				5,460.00

JUSTIFICATION: To adjust the budgeted pension contributions based on the latest contribution rates.
G.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund:</u>				
Health Insurance	101-209-725.700	\$ 24,367.00	\$ 27,367.00	\$ 3,000.00
Health Insurance	101-215-725.700	36,646.00	31,865.00	(4,781.00)
Health Insurance	101-253-725.700	65,450.00	55,352.00	(10,098.00)
Health Insurance	101-270-725.700	7,650.00	5,730.00	(1,920.00)
Health Insurance	101-301-725.700	445,045.00	420,095.00	(24,950.00)
Health Insurance	101-441-725.700	110,049.00	82,606.00	(27,443.00)
Health Insurance	101-442-725.700	39,991.00	49,385.00	9,394.00
Health Insurance	101-443-725.700	30,522.00	22,825.00	(7,697.00)
Health Insurance	101-448-725.700	5,670.00	11,210.00	5,540.00
Health Insurance	101-751-725.700	36,646.00	33,690.00	(2,956.00)
Health Insurance	101-800-725.700	13,352.00	11,000.00	(2,352.00)
Health Insurance	101-851-725.700	664,771.00	841,175.00	176,404.00
Net decrease (increase) to Fund Balance				112,141.00

JUSTIFICATION: To adjust the healthcare insurance budget accounts.
H.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund -- Purchasing/Assessing:</u>				
Parking / Meals Reimbursement	101-209-861.000	\$ 300.00	\$ 500.00	\$ 200.00
Appraisal Service	101-209-804.200	5,100.00	4,900.00	(200.00)
Travel, Education & Training	101-209-862.000	2,300.00	3,000.00	700.00
Printing	101-209-905.100	2,500.00	1,800.00	(700.00)
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To transfer funds for expenditures through the remainder of this fiscal year.
I.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund -- Building Maintenance:</u>				
Gas Utilities	101-442-921.000	\$ 40,000.00	\$ 57,020.00	\$ 17,020.00
Electric Utilities	101-442-922.000	80,000.00	82,400.00	2,400.00
Water Utilities	101-442-923.000	10,000.00	4,700.00	(5,300.00)
Janitorial Services	101-442-819.000	65,000.00	64,400.00	(600.00)
Gas, Oil & Maintenance	101-443-775.000	198,463.00	184,943.00	(13,520.00)
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To transfer funds to pay for the gas and electric utility bills at City Hall through the end of the fiscal year.
J.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund -- Building Maintenance:</u>				
Operating Supplies	101-442-740.000	\$ 20,939.00	\$ 21,939.00	\$ 1,000.00
Janitorial Services	101-442-819.000	64,400.00	63,400.00	(1,000.00)
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To transfer funds for the replacement of the Council conference room refrigerator.
K.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 Land Preserve Fund:</u>				
Legal Fees	596-526-818.017	\$ 120,000.00	\$ 133,000.00	\$ 13,000.00
Heavy Equipment Maintenance	596-526-776.000	242,240.00	229,240.00	(13,000.00)
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To transfer funds for expected legal fees through the remainder of the fiscal year.

L.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 Library Fund:</u>				
TLN Computer Service	271-790-826.020	\$ 24,000.00	\$ 31,515.00	\$ 7,515.00
Water Utilities	271-790-923.000	800.00	865.00	65.00
Health Insurance	271-790-725.700	24,365.00	18,665.00	(5,700.00)
Operating Supplies	271-790-740.000	3,000.00	2,000.00	(1,000.00)
Gas Utilities	271-790-921.000	13,000.00	12,120.00	(880.00)
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To transfer funds for expected expenditures through the remainder of the fiscal year.

M.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 Library Fund -- Revenues:</u>				
Federal Grant - IMLS	271-000-501.300	\$ 0.00	\$ 25,028.00	\$ 25,028.00
<u>2008/09 Library Fund -- Expenses:</u>				
Supplies & Materials - IMLS Grant	271-790-740.300	\$ 0.00	\$ 11,035.00	\$ 11,035.00
Computer Equipment - IMLS Grant	271-790-990.300	0.00	17,993.00	17,993.00
Net decrease (increase) to Fund Balance				\$ (4,000.00)

JUSTIFICATION: To appropriate revenue related to a grant received by the library and the corresponding expenditures being in the grant plan, including the library's matching funds.

N.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund -- Police:</u>				
Full-Time Salaries	101-301-725.000	\$ 1,766,405.00	\$ 1,772,100.00	\$ 5,695.00
Part-Time Salaries	101-301-725.100	62,211.00	58,500.00	(3,711.00)
Step-Up Pay	101-301-725.110	10,500.00	6,500.00	(4,000.00)
Holiday Pay	101-301-725.160	124,386.00	120,500.00	(3,886.00)
Overtime	101-301-725.200	219,184.00	235,000.00	15,816.00
Net decrease (increase) to Fund Balance				\$ 9,914.00

JUSTIFICATION: To transfer funds for expected expenditures through the remainder of the fiscal year.

O.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
<u>2008/09 General Fund -- Revenues:</u>				
Federal Grant - DOJ	101-000-501.200	\$ 0.00	\$ 161,450.00	\$ 161,450.00
<u>2008/09 General Fund -- Police:</u>				
COPS Grant - Riverview Schools	101-301-965.702	\$ 0.00	\$ 161,450.00	\$ 161,450.00
Net decrease (increase) to Fund Balance				\$ 0.00

JUSTIFICATION: To appropriate revenue and subsequent expenditures for the COPS Grant for the Riverview Schools. This grant was obtained by the Police Department on behalf of the schools and is required to recognize the activity in their department budget.

Carried unanimously.

RESOLUTION:

Motion by Councilmember Blanchette, seconded by Councilmember Elmer Trombley, that **Resolution No. 09-16** - Establishing the **Recreation Fee Schedule** be adopted.

RESOLUTION NO. 09-16
ESTABLISHING THE 2009/10 RECREATION
DEPARTMENT FEE SCHEDULE

WHEREAS, the City Code per Section 31-16 requires adoption of all fees for the Recreation Department by resolution, and,

WHEREAS, the City Council annually reviews and approves a fee schedule for the Recreation Department, and,

WHEREAS, the Recreation Fee Schedule has been reviewed and recommended by the Parks and Recreation Commission, and,

WHEREAS, the City Council has determined that the fees set forth herein are appropriate.

NOW THEREFORE, BE IT RESOLVED by City Council of the City of Riverview, Michigan, as follows:

1. It is the general policy of the City of Riverview that the Recreation Department will recover one hundred percent (100%) of wage/supply costs for adult programming, and fifty percent (50%) of wage/supply costs for youth and senior citizen programming.
2. It is the general policy of the City of Riverview that the Recreation Department will recover fifty percent (50%) of the Lloyd Carr Concession Stand and the Scout Cabin Utilities.
3. The following comprehensive fee schedule for the Recreation Department is hereby approved:

<u>Section A: Program & Rental Fees</u>	<u>09/10 Fees</u>
Youth Passive Recreation Programs (i.e., craft classes, day camps, summer park programs, preschool programs)	\$5.00-\$65.00
Youth Drop-In Programs (i.e., teen basketball, floor hockey, open swim paddleboats)	\$1.00-\$5.00
Youth Instructional Programs (i.e., swim lessons, tennis lessons, 2nd grade basketball, rollerblading)	\$10.00-\$65.00
Youth Athletic Leagues (i.e., competitive swim, soccer league, junior tennis league, t-ball, junior basketball league)	\$18.00-\$210.00
Youth Special Events (i.e., trips, holiday specials, sports clinics theatre trips.)	\$3.00-\$40.00
Family Special Events (i.e., Christmas light show, theatre trips, professional sporting events)	\$10.00-\$60.00
Adult Drop-In Programs (i.e., tennis mixer night, open basketball open swim, indoor walking, paddleboats)	\$1.00-\$10.00
Adult Instructional/Craft/Home Improvement Programs (i.e., aerobics, country line dance, swim aerobics, yoga, computers)	\$10.00-\$85.00
Senior Citizen Day Trip Programs	\$5.00-\$60.00
Senior Citizen Programming	\$2.00-\$35.00
Supply Fee	\$5.00-\$25.00
Municipal Gym Rental (2 hr. rental)	\$20.00 per hr
Additional Room	\$20.00
Deposit	\$100.00
Baseball/Softball Field Rental (Per Game)	\$50.00
Costume Rental	\$25.00 (\$100 deposit)
Carnival Game Rental (based on game)	\$15.00-\$50.00
Game Deposit	Equal to cost of rental
Table Games Dome Hockey, Air Hockey, Foosball, and Ping Pong (Municipal Building Only)	\$30.00 per game/per night
Deposit fee	Equal to cost of rental

Community Center Rental Fees	
Individuals and Private Organizations	\$35.00 per hr
Community Service Organizations & City Employees	
Dept. Sponsored/ Co-Sponsored Programs	\$30.00 per hr
Non-Resident Fee	No Fee
Deposit	\$50.00 per hr
	\$100.00

Section B: Non-Resident Fees

Youth Non-Residents: Programs and leagues will be opened for non-resident enrollment when space is available and at an additional cost of \$10 per program of \$25 or higher. For programs \$24 and under, non-residents will be charged an additional 25% of the program fee. Non-residents will be permitted to register for programs the second week of registration. North Trenton and school-of-choice participants will be allowed to register at the same time as residents and pay the resident fee. Adult Non-Residents: Programs will be opened for non-resident enrollment at an additional cost of \$10 per program. Non-residents will be permitted to register the second week of registration.

Senior Citizen Non-Residents: Programs will be open for non-resident enrollment at an additional cost of \$10 per program of \$25 or higher. For programs \$24 and under, non-residents will be charged an additional 25% of the program fee. Non-residents will be permitted to register the second week of registration. Non-Residents will not be charged a non-resident fee for any trips.

Community Center Building Non-Residents: Community Center Building rentals will be open to non-residents at an additional cost of \$15 per hour. Non-residents will be permitted to reserve a Community Center Building rental 90 days in advance of rental date.

Section C: Contracted Services

The Recreation Department contracts out special programs and events (i.e. Karate, Yoga, Aerobics, Line Dancing). The Department will require 10%-25% of the program cost as fees for any contracted recreation program or special event. The fees will be determined based on City services being extended and as determined by the Recreation Director.

Section D: Private Riverview-Based Recreation Associations

The Associations shall set their own registration fees. The Recreation Department will collect late registration fees for private recreation associations, when requested, as a service to participants.

Section E: Rate Reviews

The Riverview Recreation Commission shall review annually all program and league fees proposed by the Recreation Director. Said fees will then be forwarded to the City Council for formal adoption, annually. The Recreation Director, with the approval of the City Manager, shall have the authority to set fees within the range and to prorate fees for late program entry.

Approved this 15th day of June, 2009.

Tim Durand, Mayor
Carried unanimously.

Judith A. Bratcher, City Clerk

Motion by Councilmember Blanchette, seconded by Councilmember Elmer Trombley, that Resolution No. **09-17** - Award **Bid** and Authorize Execution of **Agreement** for **Video Surveillance, Access Control** and **Time** and **Attendance** improvements with **VidCom Solutions** for the total bid price of **\$60,406.59** be adopted.

RESOLUTION NO. 09-17
BID AWARD VIDEO SURVEILLANCE, ACCESS CONTROL,
AND TIME CLOCK PROXIMITY AUTOMATION

WHEREAS, the City Council rejected bids for video surveillance system enhancements and authorized a second solicitation on July 21, 2008; and

WHEREAS, new specifications were drafted and on February 11, 2009, and 157 companies were notified of the bid opportunity; and a pre-bid meeting was held on March 5, 2009; and

- WHEREAS, on March 12, 2009, bids from 16 bids were opened and read aloud; and VidCom Solutions of Wixom, Michigan, is not the apparent low bidder meeting specifications; and
- WHEREAS, Central Solutions, Inc., the apparent low bidder meeting specifications, as well as the remaining bidders, did not offer a fully integrated system; and
- WHEREAS, VidCom Solutions offers a completely integrated system, with 50% of the equipment manufactured in the United States of America; and
- WHEREAS, the VidCom Solutions time and attendance package was superior to the bids submitted by other vendors; and their access control package is designed to interface with major payroll processing vendors; and
- WHEREAS, The Galaxy equipment offered by VidCom Solutions is a video system that is designed to work with their access controls and the time and attendance as a unified system; and
- WHEREAS, the inclusion of the Land Preserve, Golf Course and Public Works buildings in the time and attendance package requires additional DVR, cameras and software totaling \$6,600.00; and
- WHEREAS, the City Manager, Information Technologies Director, Police Chief and Purchasing Director concur that award to VidCom Solutions is in the best interest of the City.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Riverview, that the video surveillance system, access control enhancements and time and attendance bid be awarded to VidCom Solutions of Wixom, Michigan, including additional equipment and software licenses, for an award totaling \$60,406.59, in the best interest of the City based upon the above stated reasons.

Adopted this 15th day of June, 2009.

 Tim Durand, Mayor
 Carried unanimously.

 Judith A. Bratcher, City Clerk

ADMINISTRATION:

Motion by Councilmember Elmer Trombley, seconded by Councilmember Swift, that **Section XIII: "Ethics"** of the **Purchasing Manual** be **waived** to allow staff to attend the Annual **"Cruisin Downriver" BBQ** sponsored by the Charles E. Raines Company on June 27, 2009.
 Carried unanimously.

ORDINANCES:

None.

OTHER BUSINESS:

Motion by Councilmember Coffey, seconded by Councilmember Blanchette, that Council award repair proposal to **Mercury Mechanical, Inc.**, for the **McQuay Air Handler Fan** in the amount of **\$7,914.00** at the Municipal Building.

Description	Account Number	Current Appropriation	Amended Appropriation	Amendment or Change
2008/09 General Fund -- Building Maintenance:				
Contractual Services	101-442-818.000	\$ 35,000.00	\$ 42,914.00	\$ 7,914.00
Net decrease (increase) to Fund Balance				\$ 7,914.00

Carried unanimously.

CLOSED SESSION:

Motion by Councilmember Coffey, seconded by Councilmember Swift, to **recess** into **Closed Session** to discuss **Collective Bargaining**.
 Carried unanimously.

The City Council **recessed** into Closed Session at 7:56 p.m.

The City Council **reconvened** at 8:15 p.m.

Presiding: Mayor Durand

Present: Councilmembers Blanchette, Coffey, Swift, Elmer Trombley
Excused: Councilmembers Rudicil, James Trombley

Motion by Councilmember Coffey, seconded by Councilmember Blanchette, to concur with the recommendation of the Human Resource Director and Fire Chief to **approve a tentative agreement** with Riverview **Firefighters** AFSCME Local 3667 for a three year agreement to July 1, 2012 as discussed in Closed Session.

Carried unanimously.

ADJOURNMENT:

Motion by Councilmember Elmer Trombley, seconded by Councilmember Coffey, that the meeting be **adjourned**.

Carried unanimously.

Meeting **adjourned** at 8:18 p.m.

Tim Durand, Mayor

Judith A. Bratcher, City Clerk