

APPROVED 02/07/2022
REGULAR MEETING
MINUTES

JANUARY 17, 2022

THE REGULAR MEETING OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 7:05 P.M., ON MONDAY, JANUARY 17, 2022, BY MAYOR RIX.

ROLL CALL

Present: Allen, Greene, Misteravich, Reindel, Rix, Warn

Absent: LaFore

Others: City Manager Moore, City Clerk Stagl

Visitors: City Planner Jeschke, City Treasurer Hatfield, Melissa Majchrzak, Kimberly Schoenberg, Dorie Vasques-Nolan

Motion by **Warn**, seconded by **Greene**, to excuse Councilor LaFore from tonight's meeting, due to being out of town.

All yeas

Motion passes

APPROVAL OF MINUTES

Motion by **Warn**, seconded by **Greene**, to approve the minutes of the January 3, 2022, regular meeting, as presented.

All yeas

Motion passes

AUDIENCE PARTICIPATION

None.

ADOPTION OF AGENDA

Motion by **Warn**, seconded by **Greene**, to adopt the agenda as presented.

All yeas

Motion passes

CONSENT AGENDA

- a) Receive and File DPW Activity Report for December 2021
- b) Receive and File City Clerk's Activity Report for December 2021
- c) Receive and File City Planner's Activity Report December 2021
- d) Receive and File Treasury and Money Market December 2021
- e) Receive and File Investment CD Report for December 2021

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- f) Receive and File Code Enforcement Activity Report for December 2021
- g) Receive and File Cable TV Activity Report for December 2021
- h) Receive and File Library Activity Report for December 2021
- i) Receive and File Recreation Department Activity Report for December 2021
- j) Receive and File Police Department Statistics for December 2021
- k) Receive and File Offense Count Report for December 2021
- l) Receive and File Ticket Offense Report for December 2021
- m) Receive and File Crime Log Report for December 2021
- n) Receive and File Call Flow Report for December 2021
- o) Receive and File Traffic Accident Report for December 2021
- p) Receive and File 2021 Year-end Statistics Report
- q) Receive and File December 13, 2021, Library Board Meeting Minutes
- r) Receive and File November 9, 2021, Cable Commission Meeting Minutes
- s) Receive and File Cable Commission Goals and Objective for FY2022-23
- t) Adoption of Resolution No. 2022-1/Recognition of Retirement of David Teske
- u) Receive and File Revenue and Expense Report December 2021
- v) Approval of Schedule of Bills dated January 13, 2022, in the amount of \$ 321,913.08

Motion by **Misteravich**, seconded by **Greene**, to adopt the Consent Agenda as presented.

All yeas

Motion passes

PUBLIC HEARING

1. Public Hearing for Use of FY2022-23 CDBG Funds

City Manager Moore informed the Council the public hearing was to receive comments on the distribution of the City's FY2022-23 Community Development Block Grant Allocation.

"Bricks and mortar" projects are considered using a competitive method, where all municipalities are applying for project from a larger pool of money. The City can apply for a project up to \$150,000 in value.

The public service portion of the CDBG program has stayed the same as in previous years. The City's CDBG Public Service allocation for FY2022-2023 is estimated to be \$4,930.00

Motion by **Allen**, seconded by **Greene**, to open the public hearing for the use of FY2022-2023 CDBG Funds at 7:07 pm.

All yeas

Motion passes

Dorie Vasquez-Nolan, Care House Executive Director, briefed Council on the services provided by Care House. Some services provided: Therapy session, forensic interviews, educational information, child safety assessments, and emergency financial assistance. There is no charge to the users for these services. They are requesting \$1,200 that would cover the services for two (2) City residents, but would accept any amount.

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City Planner Jeschke informed Council that he had received a call from Maggie's Wigs for Kids of Michigan and Interfaith Volunteer Caregivers, they were not able to attend tonight's meeting, due to previous obligations.

No further comments were received.

Motion by **Allen**, seconded by **Greene**, to close the public hearing for the use of FY2022-2023 CDBG Funds at 7:15 pm.

All yeas

Motion passes

ITEMS FOR CONSIDERATION

1. Consideration of FY2022-23 CDBG Funding Allocations

The City of Richmond Administration is recommending to apply for \$24,984.00 from the competitive program for possible funding of Automatic door openers at the Lois Wagner Memorial Library.

Motion by **Greene**, seconded by **Allen**, to apply for \$24,984.00 of the FY2022-23 CDBG competitive funding to furnish three (3) ADA automatic door openers at the Lois Wagner Memorial Library located at 35200 Division Road.

All yeas

Motion passes

Motion by **Greene**, seconded by **Misteravich**, to allocate \$4,930.00 of the FY2022-23 CDBG funding to the following Public Service Programs:

- Care House in the amount of \$1,200.00
- Interfaith Volunteer Caregivers in the amount of \$148.00
- MCREST in the amount of \$792.00
- Maggie's Wigs 4 Kids of Michigan in the amount of \$1,000.00
- Turning Point in the amount of \$1,000.00
- Senior Services Coordinator in the amount of \$790.00

Discussion on motion:

Greene stated that the City was fiscally sound, therefore she had no problem giving requested funds to all of non-profits.

Vote on motion:

All yeas

Motion passes

2. Consideration of Special Event Request/Vintage Road Trip Market and More/Melissa Majchrzak and Kimberly Schoenberg

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City Manager Moore informed Council that we received a special event request from Flora's Trash to Treasure to hold the Vintage Road Trip Market and More event on Saturday, May 14th and 15th, from 10:00 am until 4:00 pm. The applicant would also like the use of the parking lot on Friday, May 13th, after 5:00 pm to begin set up for the event. The applicant was also submitted a special event Mobile Food Vendor request for 5 mobile food vendors.

The applicant has informed us, that due to the growth of the market, they will be using most of the municipal parking lot for the vendors. Parking will be available on the side streets and possibly at the school – the applicant will be reaching out to the schools.

Motion by **Reindel**, seconded by **Allen**, to approve the special event request from Floras Trash to Treasure to hold the Vintage Road Trip Market and More event on Saturday, May 14 and Sunday, May 15, 2022 from 10:00 am until 4:00 pm, in the Municipal Parking Lot, with the use of the parking lot beginning on Friday, May 13th to allow for set up.

All yeas

Motion passes

Motion by **Allen**, seconded by **Greene**, to approve the special event request from Floras Trash to Treasure to allow 5 mobile food vendors during the Vintage Road Trip Market and More event on Saturday, May 14 and Sunday, May 15, 2022, from 10:00 am to 4:00 pm in the rear of the Municipal Parking Lot.

Five yeas (Allen, Greene, Misteravich, Reindel, Warn)

One nay (Rix)

One absent (LaFore)

Motion passes

3. Consideration of Proposal from Plante Moran/Capital Assets Project

The proposal from the City's Auditors Plante & Moran is to provide assistance with the compilation and transfer of the City's Capital Assets into the City's financial Software.

Motion by **Greene**, seconded by **Allen**, to authorize the proposal, with a total estimated cost of no more than \$7,500 from Plante & Moran to perform work related to the City's capital assets and authorize the City Manager to sign the engagement letter.

All yeas

Motion passes

4. Consideration of Resignation from the Library Board

Motion by **Reindel**, seconded by **Warn**, to accept the resignation letter from Pastor Alexander Steward from the Library Board.

All yeas

Motion passes

5. Consideration of Appointment to the Library Board

Motion by **Greene**, seconded by **Allen**, to appoint Linda Maksymiuk to the Library Board to fill a vacant term with an expiration date of June 30, 2023.

All yeas

Motion passes

MISCELLANEOUS MATTERS FROM THE CITY MANAGER

- The ice rink is now open

COUNCIL COMMENTS

Rix – Reminder of upcoming events:

- 1/20 – EDC meeting at 7:00 pm
- 1/24 – TIFA meeting at 7:00 pm
- 2/5 – Chili Cook-Off from 11 am – 1:30 pm
- 2/7 – Council meeting at 7:00 pm

The Miss Richmond contest is scheduled for March 20th as 2 pm at Maniaci's Banquet Hall.

2022 City Calendars are available at City Hall, The Library and the Community Center.

CLOSED SESSION

None.

OTHER BUSINESS

City Manager Moore announced the Chili Coo-off hosted by the Recreation Department at the Community Center in Beebe Park on Saturday, February 5th from 11:00 am until 1:30 pm

ADJOURNMENT

Motion by **Misteravich**, seconded by **Greene**, to adjourn the Regular Council Meeting at 7:53 pm.

All yeas

Motion passes

Respectfully submitted:
Karen Stagl
City Clerk