

APPROVED 02/20/2023

**SPECIAL QUARTERLY ROUNDTABLE
MINUTES**

February 6, 2023

THE SPECIAL QUARTERLY ROUNDTABLE OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 5:30 P.M., ON MONDAY, FEBRUARY 6TH, BY MAYOR RIX.

ROLL CALL

Present: Allen, LaFore, Misteravich, Reindel, Rix, Schultz, Warn

Absent: City Manager Moore

Others: City Clerk McCallister

Visitors: Police Chief Costello, Library Director Julianne Kammer, Alana Stump

AUDIENCE PARTICIPATION

None

ADOPTION OF AGENDA

Motion by **Warn**, seconded by **Schultz**, to adopt the Agenda as amended:

All yeas

Motion passes

ITEMS FOR CONSIDERATION

1. LIBRARY DONATION

Library Director, Julianne Kammer, provided background information to Councilors regarding the donation to the Lois Wagner Memorial Library. The library was named as a beneficiary in a local person's estate whom was a longtime patron of the Library. A local attorney is handling the estate. Several weeks ago the City Manager, City Treasurer, and the Library Director met with the City Attorney to discuss the City's legal requirements.

This is a "no strings attached" contribution that must be used toward the betterment of the library. The disbursement of funds (\$500,000) is expected to be allocated this fiscal year.

The consensus of Council is to accept the donation in one (1) lump sum.

Council recommended that a special meeting be held with the Public Library Board to make a decision on how the donation will be utilized.

2. POLICE ITEMS

Police Chief, Tom Costello, presented the following items for consideration:

- **Towing** - Enable the officer on scene to utilize their own discretion on which towing company to be utilized as they feel appropriate. The general procedure would use a rotational system (dependent on the location of the scene).

Discussion:

Councilors requested more information from Costello (and a follow-up meeting with Moore) on a price comparison between the two (2) companies, Ballors and Jeremys, as it currently is an unwritten procedure but feel it is a good idea.

- **Rifle Lease Program** – Costello feels the City needs to purchase new rifles due to wear and tear. The suggestion was made where an employee, through payroll deduction, would pay for the rifle up to \$1.00 below the final payment of the rifle until the employee retires. At that point the final \$1.00 payment is made and the employee will own the rifle. The rifle would not have any fancy attachments other than a flashlight and a small optic site. Officers would not be allowed to alter the rifle while employed with the City of Richmond.

Discussion:

Misteravich questioned the procedure in the event an officer leaves before the rifle is paid for. Costello indicated the drafted legal verbiage would cover this situation.

Rix questioned the total cost for the requested purchase of twelve (12) to fifteen (15) guns; Costello provided an estimate of \$20,000 - \$25,000.

All councilors are in consensus of the rifle lease program and requested Costello lock-in the purchase this fiscal year.

- **Service Weapons** – Currently part-time officers must provide their own weapon. Costello would like City Council to consider providing departmental issued handguns to these officers until the end of their employment.

All councilors are in support of providing service weapons to part-time officers for the following reasons: Assurance that the same ammunition would be used for all weapons, it would be an incentive to bring in new part-time officers, and it would clear any liability issues in the event something went wrong with the personal supplied weapon.

- **Body Cameras** – Costello is recommending the purchase of new body cameras that he feels have better functionality than the current cameras which are vastly outdated. There is grant available (due in 15 days). Costello recommended Axon due to their rugged durability and the capability to upload evidence directly online to the Cloud. The purchase of seven (7) devices will include attachments and a five (5) year plan.

APPROVED 02/20/2023

The current plan costs roughly \$5K a year. The purchase agreement with Axon would cost approximately \$9K a year.

All councilors are in favor of moving forward with the grant submission for the purchase of seven (7) new body cameras from Axon.

3. ROOSEVELT CIVIC AUDITORIUM UPDATE

The south side (bleacher area) window replacement is scheduled to be completed by Friday, February 10th. Once completed, interior walls will be painted and the insurance claim will be complete.

There was a discussion of the options being considered for the Grand Re-Opening of the Aud. The mock up invitation, program highlights, a potential invitation list and entertainment options were reviewed.

The Quarterly Roundtable meeting recessed at 6:57pm

The Quarterly Roundtable meeting reconvened at 7:25pm

Council requested the Parks and Recreation Director look at other entertainment options due to the extensive pricing.

Council reviewed and discussed the outdoor sign options for the front of the Aud.

All councilors are in favor of the ground mounted sign option with emphasize on ensuring the wording stays up-to-date.

There was a discussion regarding the replacement of the three (3) pear trees that were in front of the Aud. Rix feels the landscape can be delayed until there is a "landscape plan" in the future.

All Councilors were in agreement to delay the landscape options at the Aud.

ITEMS FOR CONSIDERATION

1. Discussion of Items of General Concern

COUNCIL GOALS AND OBJECTIVES

Issue 1: Promoting Industrial and Commercial Growth –

The Public Service Director is working with Tetra Tech to complete the 5 –year updates to the Water and Sewer Master Plans.

Spark Grant applications are still being reviewed by the DNR. The awards were initially

scheduled to be granted in January but the review process is still ongoing.

Council would like to see the five (5) year recreation plan completed.

No further discussion was received.

Issue 2. Traffic Congestion and Accessibility on Main Street – Radar Trailer

The radar signs and additional brackets have been installed. The location of the signs will be moved once they have been up for six (6) months. In addition to the newly installed radar signs, the trailer will be utilized in other areas when warmer weather approaches.

Rix requested the 40mph sign at the south end of town be taken out as there is a need to install signage that indicates “30mph ahead” and move the radar slightly more north.

DPW Director Goetzinger plans to develop a plan to assist pedestrians in the area near Oak Street. Councilors recommend re-installing the island to prohibit cars from cutting over and or re-installation of a crosswalk.

Issue 3. Streetscape Implementation

The Civic Group Signs have been replaced. No further vandalism or theft has been reported.

The Downtown Lighting Project has been completed. There are still businesses that opted to not participate. Letters/agreement documentation were re-sent to these businesses but five (5) additional businesses near Gleason have requested lighting.

Council would like to see a new coat of paint on the poles.

The parking lot plans have been finalized and out for bids (which are due Tuesday, February 7th, 2023). The winning bid will be awarded at the February 22nd TIFA board meeting. This project will include the replacement of the sewer line that runs behind the businesses.

Issue 4. Rails to Trails: Funding Maintenance, Use and Development

There has been continuous communication with the City, Greenways Alliance, and Macomb and St. Clair Counties regarding the re-surfacing project of 33 Mile Road. All the legal work has been completed. The city needs to meet with the three (3) property owners.

No other comments, questions or concerns were received.

Issue 5. Orientation and Training for Member of Boards and Commissions

A new initiative has been implemented in which administration has been sending information

APPROVED 02/20/2023

(consisting of bylaws, plans, and maps) to new board members in hopes of establishing an adequate understanding of the board and the responsibilities of such appointment.

There has been an ongoing effort by administration to find additional training opportunities (either in-house or off site) for members of the Board and Commissions. MSU Extension Macomb County Citizen Planner, Thursdays, April 20 through June 1 (weekly from 6pm-9pm). The program will provide the latest technical knowledge to Planner Commissioners in order to perform their duties more effectively

MSU Extension P+CPTED (Placemaking + Crime Prevention Through Environmental Design) training program is available to those interested. ZOOM meeting and it is free.

Four County Community Foundation – Meeting will be at Hamlin Pub on February 14th at 12pm. The Foundation will provide information on how to apply for funding. Councilors Allen, Misteravich and Rix have indicated their interest in attending.

Issue 6. Code Enforcement

City Manager Moore has tried to provide more input to the monthly reports that are presented to City Council. Chief Costello has indicated things are going well.

The City Clerk will become more involved in the code enforcement beginning in the spring.

No further discussion was received.

Issue 7. Technology – 9-1-1 Industry Upgrade

Earl Baranowski and Jason Robbins assisted the City Clerk in providing equipment and setting up the firmware to conduct the “hashtag validation” process.

The dispatch consoles and communication upgrades were approved and ordered through Motorola. The equipment is back-ordered for approximately six (6) months.

2. 2022-2023 LIST OF CITY COUNCIL PRIORITIES FOR THE CITY MANAGER

Council appointed Councilor Allen to the evaluation committee. The next evaluation meeting will take place sometime in March, 2023.

Update on the Priority List:

Review of Ordinances appropriate for civil infraction vs. misdemeanors – Sample ordinances are currently under review.

Delegate the planning of event to others - Recreation Director, Administrative Assistant and City Clerk have taken over these duties.

PROPERTY

CN Property – purchase agreements have been drafted and meetings with the property owners are forthcoming.

Development of Underutilized properties – Town Clock Building. Council suggested the possibility of purchasing the vacant land next door to the Town Clock Building.

No further comments, questions or concerns were received

PROJECTS / STREETS / STREETSCAPE

The City is currently working with MDOT, St. Clair Road Commission and Macomb County Department of Road to review Muttonville Lane, County Line Road and the Gratiot intersection to determine possible improvements.

One of the options that MDOT/MCDR/SCCRC are looking into is the installation of a round-about. Council stressed that is not enough to ensure the safety of motorists. Yellow blinking lights, and reflective caution indicators were suggested. Another option being reviewed is the realignment of the Muttonville Cut/County Line connection at Gratiot.

Council requested City Manager Moore continue to follow up with MDOT.

No further comments were received.

COUNCIL COMMENTS

Rix expressed the need to have a sprinkle park and improvements to the skate park regardless of the determination of the SPARK grant. “Real results” need to be represented in the City’s Streetscape plan where the turn-of-the-century vision is represented.

ADJOURNMENT

Motion by **Reindel**, seconded by **Allen**, to adjourn the Special Quarterly Roundtable Meeting at 8:36 p.m.

All yeas

Motion carried

Respectfully submitted:
Heather L. McCallister
City Clerk