



CITY COUNCIL MEETING MINUTES

March 31, 2020

CALL TO ORDER:

The Jackson City Council met in regular session, in compliance with the State of Michigan Executive Order 2020-15, and was called to order at 6:31 p.m. by Mayor Derek J. Dobies.

PLEDGE OF ALLEGIANCE AND INVOCATION:

The Council joined in the Pledge of Allegiance. A moment of silence was offered by Sixth Ward City Councilmember Will Forgrave to keep those affected by COVID-19 in thought.

ROLL CALL:

Present: Mayor Derek J. Dobies, Councilmembers Arlene Robinson, Freddie Dancy, Jeromy Alexander, Laura Dwyer Schlecte, Kelsey Heck, and Will Forgrave.

Absent: none.

Also Present: Interim City Manager Jonathan Greene, City Attorney Matthew Hagerty, and City Clerk Andrea Muray.

ADOPTION OF AGENDA:

Motion was made by Councilmember Schlecte, seconded by Councilmember Heck to amend the agenda by adding Item 11A - Extending the City tax return filing deadline from April 30, 2020 to July 31, 2020 and approve the amended agenda. Vote - Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS: none.

PUBLIC HEARINGS: none.

CITIZEN COMMENTS:

City Clerk Andrea Muray read into the record the citizen comments that were submitted.

PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:

- A. 2019 City of Jackson Annual Report.**
Accept and place on file the 2019 City of Jackson Annual Report.
- B. CDBG & HOME Financial Summaries through February 29, 2020.**
Accept and place on file the Community Development Block Grant (CDBG) and HOME Financial Summaries through February 29, 2020.
- C. 2020 March Board of Review Minutes.**
Accept and place on file the 2020 March Board of Review Minutes.

Motion was made by Councilmember Alexander, seconded by Councilmember Schlecte to accept and place on file. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

CONSENT CALENDAR:

- A. Minutes of the Regular Meeting of February 25, 2020:**
Approve the minutes of the regular City Council meeting of February 25, 2020.
- B. Minutes of the Special Meeting of March 23, 2020:**
Approve the minutes of the special City Council meeting of March 23, 2020.
- C. Building Code Board of Examiners and Appeals Appointment:**
Approve the Mayor’s recommendation to appoint Cathy Moore to the Building Code Board of Examiners and Appeals filling a current vacancy, beginning immediately and ending December 31, 2021.
- D. Civil Service Board Appointment:**
Approve the Mayor’s recommendation to appoint Colleen Sullivan to the Civil Service Board filling a current vacancy, beginning immediately, and ending August 31, 2022.
- E. Economic Development Corporation of Jackson County:**
Approve the appointment of Councilmember Laura Dwyer Schlecte to the Economic Development Corporation for Jackson County for a six-year term beginning April 1, 2020, and ending March 31, 2026, and recommend this appointment to the Jackson County Board of Commissioners for their consideration.
- F. Jackson County Brownfield Redevelopment Authority (JCBRA):** *Approve the appointment of Councilmember Laura Dwyer Schlecte to the Jackson County Brownfield Redevelopment Authority (JCBRA) for a three-year term beginning April 1, 2020, and ending March 31, 2023, and recommend this appointment to the Jackson County Board of Commissioners for their consideration.*

- G. Jackson County Land Bank Authority:**
Approve and confirm the Mayor's recommendation to the Jackson County Board of Commissioners the appointment of City Councilmember Laura Dwyer Schlecte to the Jackson County Land Bank Authority filling a current vacancy beginning immediately, and ending October 31, 2020.
- H. Environmental Commission Appointment:**
Approve the Mayor's recommendation to appoint Bethany Hersha to the Environmental Commission filling a current vacancy, beginning immediately, and ending May 29, 2022.
- I. Environmental Commission Reappointment:**
Approve the Mayor's recommendation to reappoint Kevin Lund and Kelli Kazmier to the Environmental Commission for a three year term each, beginning May 30, 2020, and ending May 29, 2023.
- J. Environmental Commission Ex-Officio Reappointment:**
Approve the Mayor's recommendation to reappoint Nicholas Haney to the Environmental Commission as an ex-officio for a one-year term, beginning May 15, 2020, and ending May 14, 2021.
- K. Public Arts Commission Reappointment:**
Approve the Mayor's recommendation to reappoint Angela Edward to the Public Arts Commission for a three year term, beginning May 29, 2020, and ending May 28, 2023.
- L. Ella W. Sharp Park Board of Trustees Alternate Appointment:**
Approve the Mayor's recommendation to appoint Cathy Moore to the Ella W. Sharp Park Board of Trustees as an alternate, for a three year term, beginning April 1, 2020, and ending March 31, 2023.
- M. Traffic Control Order 2319 – Morris Street at Commonwealth Avenue:** *Approve Traffic Control Order 2319 to replace yield signs with stop signs on Morris Street at Commonwealth Avenue.*
- N. *Item Deleted.**
- O. Mission Igniter's Every Heart Night of Worship:**
Approve a request from the Mission Igniter to host their Every Heart Night of Worship on Saturday, May 30, 2020, at CP Federal Square, Horace Blackman Park.
- P. Ella Sharp Museum 16th annual Art, Beer & Wine Festival:**
Approve a request from the Ella Sharp Museum to conduct their 16th annual Art, Beer, and Wine Festival event on Saturday, June 13, 2020, at Ella Sharp Museum.
- Q. American Cancer Society's annual Relay for Life event:**
Approve a request from the American Cancer Society to host their annual Relay for Life event July 31 – August 1, 2020, at the Sparks Foundation County Park.

- R. Resolution for Changes to the Standard Lighting Contract for Streetlights with Consumers Energy for the additional new streetlight at 814 Eaton Street:**
Approve the Resolution for Changes to the Standard Lighting Contract for Streetlights with Consumers Energy for the addition of a new streetlight at 814 Eaton Street, and authorize the Mayor and City Clerk to execute the appropriate documents.
- S. Approve Amendment 1 to the First Extension of the 2017 Bridge Consulting Services Contract with Great Lakes Engineering of Lansing, MI:**
Approve Amendment 1 to the first extension of the 2017 Bridge Consulting Services Contract with Great Lakes Engineering, Lansing, in the amount of \$29,750.00, and authorize the Interim City Manager and City Engineer to execute the appropriate document(s) in accordance with the Purchasing Agent.
- T. Amendment 5 to the 2019 Street Engineering Contract to Provide for a Continuation of Preliminary and Construction Engineering Services for Various Projects:**
Approve Amendment 5 to the 2019 Street Engineering contract with Hubbell, Roth & Clark, Inc. (HRC) of Bloomfield Hills, to provide for a continuation of preliminary and construction engineering services for various projects at a not-to-exceed cost of \$158,210.00, and authorize the Interim City Manager and City Engineer to sign the appropriate document.
- U. City of Jackson Parks, Recreation and Cemeteries Department updated Woodland and Mt. Evergreen Cemeteries Policies and Procedures:** *Approve the City of Jackson Parks, Recreation and Cemeteries Department updated Woodland and Mt. Evergreen Cemeteries Policies and Procedures.*
- V. Zoning Ordinance Amendment - Definitions, Building Design Standards, and Accessory Structure Provisions. (First Reading):**
Introduce the ordinance, and recommend for second reading and final adoption the amendments to the definitions, building design standards, and accessory structure provisions as outlined in Article I, Sec. 28-5, and Article IV, Sec. 28-115, and Sec. 28-120 of Chapter 28, City Code.
- W. Approve Extension of the 2019 As Needed Materials Testing Services Contract:**
Approve the first extension of the 2019 As Needed Materials Testing Services Contract with Professional Service Industries (PSI), Inc., Lansing, in the estimated amount of \$88,000.00, and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.
- X. Award for the 2020 Contract for E. High Street Bridge Rehabilitation Engineering:**
Approve the award for the 2020 contract for E. High Street Bridge Rehabilitation Engineering to Hubbell, Roth & Clark, Inc., Jackson, for \$435,778.57, and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.

- Y. 2020 Contract for Water Main Street Engineering:**
Approve the award for the 2020 Water Main Engineering contract to Hubbell, Roth & Clark, Inc., Jackson, for \$209,553.00, and authorize the Mayor and City Clerk to execute the appropriate document(s) in accordance with the Purchasing Agent.
- Z. *Item Deleted**
- AA. Jackson College Office of Multicultural Affairs Juneteenth Celebration:** *Approve a request from the Jackson College Office of Multicultural Affairs to host their Juneteenth Celebration on Saturday, June 20, 2020, in Horace Blackman Park and downtown Jackson.*
- BB. Jackson Human Relations Commission's Back to School Blast and Community Resource Fair.**
Approve a request from the City of Jackson Human Relations Commission to host their Back to School Blast and Community Resource Fair on Thursday, August 13, 2020, in Horace Blackman Park and on Michigan Avenue in downtown Jackson.
- CC. EFM Limited Dividend Housing Association LLC - Revised PILOT Ordinance No. 508. (Second/Final Reading):**
Final adoption of Ordinance No. 508, granting a service charge in lieu of taxes for a housing project for low income persons and families.
- DD. Award the City of Jackson Loomis Park Basketball Court, Trail and Lights Contract to the Covalle Group Architects PLLC, in the amount of \$21,500.00.**
Award the City of Jackson Loomis Park Basketball Court, Trail and Lights contract to Covalle Group Architects PLLC, in the amount of \$21,500.00.

Councilmember Schlecte requested Items E, F, G, and L be removed for separate consideration. Councilmember Dancy requested Item V be removed for separate consideration.

Motion was made by Councilmember Schlecte, seconded by Councilmember Alexander to approve the amended consent calendar. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Alexander, seconded by Councilmember Heck to approve Items E, F, and G. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Heck, and Forgrave (6). Nays: none. Abstain: Councilmember Schlecte. Motion carried.

Motion was made by Councilmember Schlecte, seconded by Councilmember Forgrave to approve Item L. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Dancy, seconded by Councilmember Schlecte to move the item to New Business 11B. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

OTHER BUSINESS:

A. Re-establish the Rules and Personnel Policy Committee:

Re-establish the City Council Rules and Personnel Policy Standing Committee.

Motion was made by Councilmember Schlecte, seconded by Councilmember Heck to re-establish the Rules and Personnel Policy Committee and to appoint Mayor Dobies, Councilmember Schlecte, and Councilmember Alexander to the committee. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

B. Interim City Manager Compensation.

Recommendation: *Consider Interim City Manager compensation. (Delayed at the February 25, 2020 City Council meeting.)*

Motion was made by Councilmember Schlecte, seconded by Councilmember Alexander to refer the item to the Rules and Personnel Policy Committee. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Alexander, Schlecte, Heck, and Forgrave (6). Nays: Councilmember Dancy (1). Motion carried.

NEW BUSINESS:

A. Extend the City of Jackson tax deadline.

Recommendation: *Moving the City of Jackson Income tax deadline from April 30, 2020 to July 31, 2020 in light of the COVID-19 crisis.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Robinson to move the deadline for City of Jackson income taxes from April 30, 2020 to July 31, 2020. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

B. Zoning Ordinance Amendment – Definitions, Building Design Standards, and Accessory Structure Provisions. (First Reading):

Introduce the ordinance, and recommend for second reading and final adoption the amendments to the definitions, building design standards, and accessory structure provisions as outlined in Article I, Sec. 28-5, and Article IV, Sec. 28- 115, and Sec. 28-120 of Chapter 28, City Code.

Motion as made by Councilmember Dancy, seconded by Councilmember Schlecte to recommend the zoning ordinance amendment for a second reading and final adoption. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

CLOSED SESSION:

Motion was made by Councilmember Schlecte, seconded by Councilmember Alexander to go into closed session pursuant to MCL 15.268(e) in Michigan Tax Tribunal MOAHR Docket No. 19-002376, Jackson Crossing Realty LLC v City of Jackson. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

RETURN TO OPEN SESSION:

Motion was made by Councilmember Dancy, seconded by Councilmember Alexander to return to open session. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

Motion was made by Councilmember Schlecte, seconded by Councilmember Alexander to approve entry of a consent judgement as recommended by the City Attorney and City Assessor for Docket No. 19-002376, Jackson Crossing Realty LLC v City of Jackson. Vote – Yeas: Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave (7). Nays: none. Motion carried.

CITY COUNCILMEMBERS' COMMENTS:

Mayor Dobies, Councilmembers Robinson, Dancy, Alexander, Schlecte, Heck, and Forgrave offered comments.

MANAGER'S COMMENTS:

Interim City Manager Jonathan Greene offered comments.

ADJOURNMENT:

No further business being offered, a motion to adjourn was made by Councilmember Alexander, seconded by Councilmember Dancy. Vote was done by voice with all in favor. Mayor Dobies adjourned the meeting at 7:44 p.m.