

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD June 26, 2023**

Meeting was called to order at 8:00 p.m. by Council President Jim Jolly. Present: Brandon McCullough, Scott Morgan, Kathleen McIntyre, and President Jim Jolly. Absent: Rob Donovic, Scott Bahr, and Vice President Laura Toy.

Elected and appointed officials present: Susan Nash, City Clerk; Paul Bernier, City Attorney; Todd Zilincik, City Engineer; and Jacob Rushlow, Assistant Director of Public Works.

Councilmember McCullough and his daughter, Harper, led the Pledge of Allegiance.

AUDIENCE COMMUNICATION: None.

NEW BUSINESS

1. BLOCK PARTY: James Gietzen, re: to be held Saturday, August 5, 2023, from 12:00 p.m. to 10:00 p.m., on Fairfield Street, between Plymouth Road and Orangelawn Street, with a rain date of Sunday, August 6, 2023.

Mr. Gietzen, presented the request to Council.

Councilmember Morgan offered an approving resolution for the Consent agenda.

DIRECTION:	APPROVAL	CONSENT
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2. BLOCK PARTY: Christina Zeoli, re: to be held Saturday, August 12, 2023, from 3:00 p.m. to 10:00 p.m., on Summers Street, between Riverside and Ashurst Streets, with a rain date of Sunday, August 13, 2023.

Christina Zeoli presented the request to Council.

Councilmember Morgan offered an approving resolution for the Consent agenda.

DIRECTION:	APPROVAL	CONSENT
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3. BLOCK PARTY: Jennifer Checcobelli, re: to be held Saturday, August 12, 2023, from 3:00 p.m. to 10:00 p.m., on Irving Street, between 19031 Irving and the intersection of Clarita and Irving Streets, with a rain date of Saturday, August 26, 2023.

Jennifer Checcobelli presented the request to Council.

Councilmember Morgan offered an approving resolution for the Consent agenda.

DIRECTION:	APPROVAL	CONSENT
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4. BLOCK PARTY: Kara Clarke, re: to be held Saturday, August 19, 2023, from 12:00 p.m. to 10:00 p.m., on Stamford Street, between Schoolcraft Road until it dead ends at Ford Field, with a rain date of Sunday, August 26, 2023.

Kara Clarke presented the request to Council.

Councilmember Morgan offered an approving resolution for the Consent agenda.

DIRECTION: APPROVAL CONSENT

5. AWARD OF BID: Department of Public Works, re: for water repair parts and fittings, in an amount not to exceed \$100,000.00 annually, from budgeted funds.

Jacob Rushlow, Assistant Director of Public Works, presented the request to Council.

President Jolly asked how close we get to the \$100,000 budgeted amount annually.

Jacob Rushlow said the last time it was bid out was 2012 or 2013 and confirmed that purchase lasted about 10 years.

Councilmember Morgan offered an approving resolution for the Consent agenda.

DIRECTION: APPROVAL CONSENT

6. REQUEST TO APPROVE AN ADDITIONAL APPROPRIATION AND EXPENDITURE: Department of Public Works, re: for the installation and rental of a temporary chiller unit at the Bennett Library, from the unexpended fund balance of the Library Fund.

Jacob Rushlow, Assistant Director of Public Works, presented the request to Council.

President Jolly asked how much more it would cost to have that piping run into this building. He also asked for a brief explanation of the process going on for the Capital Improvement Study and the work that's going into that.

Councilmember McIntyre said she believed we knew the HVAC was needed about a year ago. She asked when we started and if we have made any progress.

Jacob Rushlow indicated HVAC problems started last August at which time the scoping development phase was completed. They were informed it will be a thirty-to-fifty-week wait for the unit causing the need to rent a chilling unit.

Councilmember McIntyre asked why it takes two years to obtain the unit.

Jacob explained the thirty-to-fifty-week window includes the time for approval, award of the bid to a contractor meeting all obligations, approval to proceed, order from the manufacturer, and the unit arrive on site ready for installation. He said the City Hall unit was ordered many months ago and is expected to arrive July. It will require a crane operator to complete the work.

Councilmember McIntyre asked if that project is related to or completely independent of the roof project.

Jacob Rushlow said it is completely independent. He explained that the Library permanent chiller unit is in the basement. There is a rooftop water cooling tower that provides the water storage reservoir used for cooling the chiller unit. They are moving to a different style that won't require a water tower on the roof. It will be mounted on the ground on the side of the building near the mechanical room.

Councilmember McIntyre said she appreciates the constraints and limitations but the stop gap measures being approved add up. She indicated she is not comfortable with this on consent.

Councilmember McCullough questioned why the design phase takes so long on an existing building and suggested we may need to investigate a different mechanical engineer.

Jacob Rushlow said they are looking at a modular unit comprised of different units in a series, so if one goes bad the whole system won't be shut down. One unit could be pulled out and replaced. We will be paying month to month for the rental unit and can return it if the permanent solution arrives quicker.

Councilmember McCullough said he would like to see five-to-ten-year CIP plan so we are not in reaction mode going forward. He doesn't feel it will be fifty weeks and would like to see if the temporary unit can have off our scheduling hours to save money.

Councilmember Morgan asked for the budgeted cost of the replacement unit including installation and if the rental cost is in addition replacement. He also asked if we got any other quotes on the rental.

Jacob Rushlow said it is upwards of a million dollars and the cost is in addition to replacement. He indicated many quotes were requested but only two responses were received.

Councilmember Morgan confirmed that this is the best, bottom line option available and asked if there was a possibility of using an older unit.

David Parr, 36757 Marler, Library Commissioner, asked when the temporary unit will be installed. He also asked if the money is going to be taken from Library funds.

Jacob Rushlow said they don't have a date yet, and they must do plumbing and electrical work first. They will try to have a date by the next meeting.

Sammy Lovin, Maintenance Manager, doesn't believe it will be a total shut down, but they will work with Library Administration to schedule.

Councilmember McIntyre asked if DPW or the Library are responsible for the cost and planning of facility issues. She also suggested this may need to go into committee.

President Jolly said the former Library Director, Toni LaPorte, indicated it was her responsibility to have the Library HVAC cleaned and it would be beneficial for Council to know the processes and where they lie.

Jacob Rushlow said DPW is responsible for the building maintenance side and making sure that they are working with the departments to put together a budget that's going to meet their capital needs. The Finance Director is the person who recommends what fund these expenses will come from and DPW isn't a part of that decision.

Councilmember McCullough asked who initiates preventative maintenance needs such as carpet cleaning. He asked if this is done regularly or if it is reactionary when a work order is submitted.

Sammy Lovin said DPW oversees preventative maintenance, and they try to do it quarterly. They do check the strainer baskets for the chiller daily.

Mr. Parr said Jacob Rushlow has been very responsive to all their requests. His only question now is when this will be installed and operational.

President Jolly asked Mr. Parr to contact Jacob Rushlow for that answer.

Councilmember McCullough offered an approving resolution for the Regular agenda.

DIRECTION:	APPROVAL	REGULAR
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7. AWARD OF CONTRACT USING THE QUALIFICATION-BASED SELECTION (QBS) PROCESS: Department of Public Works, re: to provide environmental engineering services to monitor, sampling, data evaluation, and reporting at the City's Type III landfill and former Act 87 landfill, and other related projects for five (5) years beginning July 1, 2023, through June 30, 2028.

Jacob Rushlow, Assistant Director of Public Works, presented the request to Council.

President Jolly asked that Council be sent information regarding the status of the landfill, exposure, and our obligations in terms of funding and compliance.

Jacob Rushlow asked for clarification as to what is meant by exposure.

President Jolly said it is Council's responsibility to know the environmental impact is for the sake of the Community.

Jacob Rushlow said they will put together a summary of the regulatory efforts done on a quarterly basis which is what NTH does with the testing and what's done with methane gas and groundwater for the next regular meeting.

President Jolly asked that DPW just forward the NTH quarterly report.

Councilmember McCullough offered an approving resolution for the Regular agenda.

DIRECTION: APPROVAL REGULAR

8. REQUEST FOR ADDITIONAL SERVICES WITH NTH CONSULTANTS FOR ENVIRONMENTAL ENGINEERING SERVICES CONTRACT: Public Service Division, re: to amend five-year agreement with NTH Consultants, Ltd., through June 30, 2028, to provide as-needed environmental engineering services related to the City's landfill in the amount of \$50,000.00 annually. (CR 257-19)

Jacob Rushlow, Assistant Director of Public Works, presented the request to Council.

Councilmember Morgan offered an approving resolution for the Regular agenda.

DIRECTION: APPROVAL REGULAR

9. AWARD OF BID: Department of Public Works, re: for the hydro-excavation of water service lines, from the unexpended fund balance of the Water and Sewer Fund, to be reimbursed from the Drinking Water Asset Management (DWAM) Grant.

Jacob Rushlow, Assistant Director of Public Works, presented the request to Council.

Councilmember McCullough asked how long this overall process will take city wide.

Jacob Rushlow said 381 locations are to be done by December 1, 2023

Councilmember McCullough offered an approving resolution for the Consent agenda.

DIRECTION: APPROVAL CONSENT

10. REQUEST TO AMEND THE CONSTRUCTION ENGINEERING CONTRACT THROUGH THE QUALIFICATION BASED SELECTION (QBS) PROCESS WITH OHM ADVISORS AND AUTHORIZE EXPENDITURE: Department of Public Works, re: for the hydro-excavation of water service lines, from budgeted funds, to be reimbursed from the Drinking Water Asset Management (DWAM) Grant. (CR 311-22)

Jacob Rushlow, Assistant Director of Public Works, presented the request to Council.

Councilmember McCullough offered an approving resolution for the Consent agenda.

DIRECTION: APPROVAL CONSENT

11. REQUEST TO ACCEPT STORM WATER FACILITIES MAINTENANCE AGREEMENT: Engineering Division, re: from BP Gasoline Station, in conjunction with the construction of a storm drain system that provides adequate drainage for property located at 33265 Schoolcraft Road in the Northwest 1/4 of Section 27.

Todd Zilincik, City Engineer, presented the request to Council.

Councilmember Morgan offered an approving resolution for the Consent agenda.

DIRECTION: APPROVAL CONSENT

12. REQUEST TO APPROVE SECOND AMENDMENT TO LEASE AGREEMENT FOR CITY-OWNED BUILDING AT 33251 FIVE MILE ROAD: Department of Law, re: between the City of Livonia and Minush Velu (Sam's Place Family Restaurant) for the period ending August 31, 2025. (CR 225-20)

Paul Bernier, City Attorney, presented the request to Council.

Councilmember McIntyre offered an approving resolution for the Consent agenda.

DIRECTION: APPROVAL CONSENT

AUDIENCE COMMUNICATION: Margaret Erle, 31545 Pembroke Street, wished everyone a Happy Fourth of July and encouraged people to go to a Livonia theater and watch the Sounds of Freedom.

*The start time of the Study Meeting may be delayed if the 7:00 PM Regular Meeting has not yet adjourned.

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For the Regular Meeting of July 10, 2023

SUSAN M. NASH, CITY CLERK