

**MINUTES OF THE
REGULAR MEETING OF THE HIGHLAND PARK CITY COUNCIL**

SEPTEMBER 18, 2017

Council convened at 7:02 p.m. with Council President Patrick presiding.

Present: Council Pro Tem McDonald, Councilmember Woodard, Councilmember Lewis,
Councilmember Marshall and Council President Patrick (5).

Absent: (0).

A quorum being present, Council was declared in session.

APPROVAL OF AGENDA

Moved by Councilmember Lewis
Supported by Council Pro Tem McDonald

To approve the agenda with the removal of items VIIa-h, the sale of vacant lots . Yeas (5), Nays (0), Absent (0).

APPROVAL OF MINUTES

Moved by Councilmember Lewis
Supported by Council Pro Tem McDonald

To approve the minutes of the Workshop meeting held September 5, 2017. Yeas (5), Nays (0), Absent (0).

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Moved by Council Pro Tem McDonald
Supported by Councilmember Lewis

To approve the minutes of the Regular meeting held September 5, 2017. Yeas (5), Nays (0), Absent (0).

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Moved by Council Pro Tem McDonald
Supported by Councilmember Lewis

To approve the minutes of the Closed Session held September 5, 2017. Yeas (5), Nays (0), Absent (0).

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Moved by Council Pro Tem McDonald
Supported by Councilmember Woodward

To approve the minutes of the Special Workshop meeting held September 11, 2017. Yeas (5), Nays (0), Absent (0).

CITY ADMINISTRATOR
09-18-17 V

The following resolution was submitted for approval.

**RESOLUTION APPROVING APPROPRIATION OF FUNDS TO PAY
J. KEITH CONSTRUCTION, INC. FOR WORK PERFORMED**

Moved by Councilmember Lewis
Supported by Council Pro Tem McDonald

WHEREAS, J. Keith Construction, Inc. responded to the RFQ and was awarded the contract to abate and to demolish multiple houses in the City of Highland Park; and

WHEREAS, the contract was approved by City Council in December 2016 in the amount of \$103,564.10 and was executed on January 2, 2017, by Mayor Yopp, Clerk Green and Keith Jones, President of J. Keith Construction; and

WHEREAS, all work was performed in accordance with the contract specifications; and

WHEREAS, a request for payment was submitted in May 2017; however, no payment has been made to J. Keith Construction for work completed.

NOW, THEREFORE, BE IT RESOLVED, that City Council approves the appropriation of funds in the amount of \$103,564.10 to pay J. Keith Construction, Inc. for work performed. Yeas (5), Nays (0), Absent (0).

CITY CLERK
09-17-17 VI

The Clerk presented the business license application from TMP Studioz LLC.

Moved by Councilmember Lewis
Supported by Councilmember Marshall

To approve the business license application from TMP Studioz LLC located at 13320 Brush. Yeas (5), Nays (0), Absent (0).

FINANCE
09-18-17 VIIa

The Monthly Financial Statement for July 31 and August 31, 2017 was received and filed.

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09-18-17 VIIb

The following resolution was submitted for approval.

**TO RENEW THE SERVICE CONTRACT WITH MACKINAW ADMINISTRATORS LLC
FOR WORKER'S COMPENSATION TAIL CLAIMS RUN OFF**

Moved by Councilmember Lewis
Supported by Councilmember Woodard

WHEREAS, Mackinaw Administrators LLC has been providing worker's compensation claim services to the City of Highland Park,

WHEREAS, effective July 1, 2017 the city of Highland Park joined the Michigan Municipal League to provide worker's compensation claims services,

WHEREAS, prior to the City of Highland Park joining the MML there were 9 remaining open claims being serviced by Mackinaw that still require service;

WHEREAS, this service contract will cover the tail run off open worker's compensation claims;

BE IT FINALLY RESOLVED, that the Highland Park City Council hereby approves the renewal of the Mackinaw Administrators Service Contract. Yeas (5), Nays (0), Absent (0).

LEGAL
09-18-17 VIII

The following resolution was submitted for approval.

**RESOLUTION APPROVING SETTLEMENT IN THE MATTER OF
JAMES HOLLAND v CITY OF HIGHLAND PARK
CASE NO. 13-004749-NI**

Moved by Councilmember Marshall
Supported by Council Pro Tem McDonald

WHEREAS, this action arose from damages suffered by the Plaintiff after debris from a City-owned building fell onto the Plaintiff's garage and three of his vehicles; and

WHEREAS, the recommended settlement amount is \$10,000.00; and

WHEREAS, Plaintiff is willing to accept a settlement of \$10,000.00; and

WHEREAS, upon payment of the full settlement of \$10,000.00, Plaintiff Holland agrees to direct his counsel to execute a stipulation for dismissal with prejudice and without any award of costs or attorney fees to either party of the lawsuit; and

WHEREAS, settlement of this case limits the City's exposure, however, if rejected and the case proceeds to trial, the City would incur attorney fees and court costs that would far exceed the proposed settlement amount.

NOW THEREFORE BE IT RESOLVED, that the Highland Park City Council, approves a settlement payment to Plaintiff James Holland in the amount of \$10,000.00 to be paid in four equal installments, two months apart. Yeas (5), Nays (0), Absent (0).

**POLICE
09-18-17 IX**

The following resolution was submitted for approval.

**RESOLUTION APPROVING THE POLICE DEPARTMENT'S ACCEPTANCE OF
FUNDING FROM THE EDWARD BYRNE MEMORIAL
JUSTICE ASSISTANCE GRANT (JAG)**

Moved by Council Pro Tem McDonald
Supported by Councilmember Woodward

WHEREAS, the Highland Park Police Department has been allocated funding in the amount of \$11,327.00 from the Bureau of Justice Assistance through its 2017 Edward Byrne Memorial Justice Assistance Grant (JAG); and

WHEREAS, this funding will provide the funds needed to purchase new equipment enhance the initiatives of the Department.

NOW, THEREFORE, BE IT RESOLVED, that the City Council approves the Police Department's acceptance of JAG Grant funds in the amount of \$11,327.00. Yeas (5), Nays (0), Absent (0).

**WATER
09-18-17 X**

The following resolution was submitted for approval.

A RESOLUTION FOR APPOINTMENT OF DAMON L. GARRETT AS DESIGNEE FOR
THE HANDLING OF THE SAW GRANT FOR THE CITY OF HIGHLAND PARK

Moved by Council Pro Tem McDonald
Supported by Councilmember Woodard

WHEREAS, City Council has previously passed a resolution on November 4, 2013, for the authorization of the Stormwater, Asset Management, and Wastewater (SAW) Grant Agreement; and

WHEREAS, the City of Highland Park requires a new designee for the 2013 SAW grant as the previous designee, former DPW Director Gerrajh W. Surles, is no longer handling stormwater and sewer assets for the City of Highland Park; and

WHEREAS, Metro Consulting Associates was hired as stormwater consultants in September of 2015; and

WHEREAS, Damon L. Garrett of Metro Consulting Associates has been operating in the official capacity of Water Director for the City of Highland Park since April of 2016; and

WHEREAS, City Council is presented with a new resolution from the Michigan Department of Environmental Quality to confirm authorization of the SAW Grant Agreement; and

BE IT RESOLVED, that the Water Department Director is authorized to take all necessary actions to give this resolution effect. Yeas (5), Nays (0), Absent (0).

ADJOURNMENT

Moved by Council Pro Tem McDonald
Supported by Councilmember Lewis

To adjourn the meeting, motion carried, meeting adjourned at 8:19 p.m.

CERTIFICATE

I, hereby certify that the attached is a copy of the proposed minutes of the Regular Meeting held the 18th day of September, 2017 and that said proposed minutes are available for public inspection at the address designated on the posted public notice.

A handwritten signature in black ink, consisting of a series of connected loops and curves, positioned above the printed name.

Cidia Wicker-Brown, Deputy City Clerk