

CITY OF MUSKEGON

CITY COMMISSION MEETING

SEPTEMBER 27, 2022 @ 5:30 P.M.

**MUSKEGON CITY COMMISSION CHAMBERS
933 TERRACE STREET, MUSKEGON, MI 49440**

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, Michigan at 5:30 p.m., Tuesday, September 27, 2022, Vice Mayor Willie German, Jr., opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

Present: Mayor Ken Johnson, Vice Mayor Willie German, Jr., Commissioners Teresa Emory, Rebecca St.Clair, Rachel Gorman, Michael Ramsey, and Eric Hood, Interim City Manager LeighAnn Mikesell, City Attorney John Schrier, and Deputy City Clerk Kimberly Young.

PUBLIC COMMENT ON AGENDA ITEMS: No public comments were received.

2022-85 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve the minutes of the August 23, 2022 Regular Meeting and the August 31, 2022 Special Commission meeting.

STAFF RECOMMENDATION: To approve the minutes.

B. Getty Street Study Engineering Agreement Public Works

SUMMARY OF REQUEST: Staff is requesting authorization to enter into an agreement with the cities of Norton Shores and Muskegon Heights to share the cost of the Getty Street Traffic Study.

Conversion of four-lane roads, such as Getty Street, to three-lane roads have been proven to be safer and to provide better access or non-vehicular users with little or no impact to travel times when properly studied and executed. Staff feels that Getty Street could be a great candidate for this treatment, and has worked with Norton Shores and Muskegon Heights to solicit a study to determine if the project should move forward.

Presented to you tonight is a three-party shared engineering services agreement with the cities of Norton Shores and Muskegon Heights. The agreement designates our staff as the lead contacts for the project, designates Muskegon

as the lead agency for payment, and requires Norton Shores and Muskegon Heights to pay their portions to Muskegon based on the centerline miles of Getty Street in each community. The agreement has been reviewed by the City attorney, and has already been approved by the city commission of Norton Shores and Muskegon Heights at prior meetings.

Award to the consultant helping with the traffic study was approved at the August 9, 2022 Commission Meeting. The agreement presented tonight has a lower cost to the City than the original request, due to how the cost sharing is split among the three communities.

AMOUNT REQUESTED: N/A (Approved 8/9/22) AMOUNT BUDGETED: \$50,000

FUND OR ACCOUNT: 202 (Major Streets)

STAFF RECOMMENDATION: To authorize staff to enter into an agreement with the cities of Norton Shores and Muskegon Heights to share the cost of the Getty Street Traffic Study.

C. 30" Water Main Meter Public Works/Water Filtration Plant

SUMMARY OF REQUEST: A water meter is needed on the new 30" water main near the Water Filtration Plant. Prein & Newhof have provided an agreement for engineering services for the design, bidding, and construction phases of this project.

A 30" water main was recently constructed from the Water Filtration Plant to the Muskegon Channel. While the primary purpose of this water main was to provide a second connection to the Muskegon County Northside water system, it also serves the City of Muskegon's water system.

An existing water meter near the channel measures all water flow into the Muskegon County Northside water system, but it does not capture any water used between the channel and the Water Filtration Plant. Installing a water meter near the Water Filtration Plant will measure all the water flowing through this main, both to the Muskegon County Northside system and to the City. Metering this water as it leaves the Water Filtration Plant is critical to overseeing water plan operations, managing the water fund, and ensuring regulatory compliance.

As part of the Water Filtration Plan's Reliability Study, Prein & Newhof investigated two options for metering this water. Because of Prein & Newhof's familiarity with this project from their work developing these two options, we did not solicit proposals from other firms. The proposal includes engineering services during the design, bidding, and construction phases of the water meter project. The construction portion of the project will be posted for bids and presented to the Commission for approval at a later date.

This project is a budgeted capital improvement project for FY 2022-23.

AMOUNT REQUESTED: \$41,000

AMOUNT BUDGETED: \$150,000

FUND OR ACCOUNT: 591-901-801-092034

STAFF RECOMMENDATION: To authorize staff to enter into an agreement with Prein & Newhof for a not to exceed cost of \$41,000.00 for engineering services related to the installation of a water meter near the Water Filtration Plant.

D. Interim City Manager Stipend City Manager

SUMMARY OF REQUEST: Extend stipend paid for the additional duties being performed in the Interim City Manager role.

The \$450 weekly salary stipend is set to expire on September 30, 2022. It is being proposed to extend the stipend for a one month time period, ending October 29, 2022 to allow time for the new City Manager to get settled into the position with the assistance of the Interim Manager. If the Interim Manager is selected, the stipend will cease once a contract is negotiated and accepted by the City Commission.

AMOUNT REQUESTED: \$1,800

AMOUNT BUDGETED: Included in salary line

FUND OR ACCOUNT: 101-10172-5100

STAFF RECOMMENDATION: To approve the weekly stipend as presented.

Motion by Commissioner Ramsey, second by Commissioner Hood, to accept the consent agenda as presented.

ROLL VOTE: Ayes: Ramsey, German, Gorman, Emory, St.Clair, Johnson, and Hood

Nays: None

MOTION PASSES

NEW BUSINESS:

A. New City Manager Selection – Next Steps City Clerk

SUMMARY OF REQUEST: The City Commission has carried out several steps of the hiring process for a new city manager and has narrowed the candidate filed to two remaining candidates. The City Commission will discuss and decide what the next steps are in the process. The City Commission will also select a meeting date and time to continue the process.

The Commission discussed the next steps for City Manager interviews and will be inviting the finalists to give a presentation regarding Diversity, Equity, and Inclusion (DEI), Community Engagement, and Environmental Sustainability and how to keep these in mind while continuing Economic Development. There will also be questions regarding community policing and public safety. Finalists interviews will be conducted on Friday, October 7, 2022 at 2:30 p.m.

PUBLIC COMMENT ON NON-AGENDA ITEMS: Public Comments were received.

ADJOURNMENT: The City Commission meeting adjourned at 6:10 p.m.

Respectfully Submitted,

Kimberly Young - Deputy City Clerk