



Hastings City Council Communication

Date: January 9, 2015

To: Honorable Mayor Frank Campbell, Members of the Hastings City Council, City Attorney and Administrative Staff

From: Jeff Mansfield, City Manager

Subject: Information – January 12, 2015 Regular Meeting of the Hastings City Council

Please remember that the City Council has scheduled a workshop for 6:00 p.m. prior to the regular meeting of the City Council on Monday night to meet with the members of the Riverside Cemetery Preservation Advisory Board to discuss improvements at Riverside Cemetery in the coming year. The Advisory Board will present a recommendation for “first phase” improvements to address the more basic infrastructure needs at the Cemetery and work that needs to be completed initially due to logical construction phasing (storm sewer and grading, erosion control, water and irrigation system installation, curb installation, road surface reconstruction (aggregate), and site restoration). Additional work will then be completed as funds allow (entry arches/gates, signage, landscaping, stream bank grading, fence, etc.). The Advisory Board will also present a recommendation to retain Viridis to complete design of the first phase improvements and prepare bidding documents. Viridis will present a proposal to perform this work at the workshop.

As usual, we have a long agenda for Monday’s first meeting of the year, but much of the content deals with administrative appointments/reappointments. Items on the regular agenda for Monday night’s regular meeting of the City Council include:

Formal Presentations and Requests

We would ask that the City Council consider setting the time, date and location for your regular meetings in 2015.

Appointments

The Mayor has recommended the reappointment of me (Jeff Mansfield) as City Manager, and Stephanie Fekkes/Law Weathers as City Attorney. The proposed changes to my contract from last year include the term (i.e. effective dates), a 1% increase in compensation and an increase in the cap for the City's match to my ICMA deferred comp plan from \$250 per month to \$417 per month. The proposed hourly rate for the services of the City Attorney have increased from \$155 per hour to \$160 per hour, while the monthly retainer fee remains the same as in the past year. The Mayor has also provided a list of other appointments for the Council's consideration and consent.

I am pleased to reappoint the incumbent slate of administrative officials to their respective positions subject to the advice consent of the City Council. A new Director of Public Services will be appointed once the applicant solicitation, evaluation and hiring process is complete (likely a few months from now). I would offer to continue to serve as the Zoning Administrator and assume the role of Street Administrator (an MDOT required position), at least until such time as a new Director of Public Services is appointed.

Bids, Contracts, Agreements and Sales

You will recall that Consumers Energy submitted a request a few months back for the City to approve an Alternate Institutional Control form to assist them in gaining "environmental closure" from the MDEQ related to contamination at the site of their former Manufactured Gas Plant at the corner of Boltwood and Mill Streets. This AIC would assist in ensuring that the remaining contamination at the site does not have an adverse impact on the public health or the environment (by limiting public exposure to the contaminants). Generally, the City has agreed to allow certain conditions or restrictions related to the use of ROWs or public property to be put in place to assist the owners of contaminated sites to gain closure so that the sites can continue to be used or be re-used. However, to my knowledge this is the first time the City has been asked to approve one of these AICs, and it appears that it could lead to additional cost for the City should the City perform work in the ROW in the future.

After conferring with Jim Komondy of the City Attorney's office about this matter, Jim drafted the attached documents and agreements to address the City's concerns. Under the agreement (which will be attached to the AIC form), the City will be able to invoice Consumers for the additional cost of dealing with any contaminated soils in the subject area.

Consent Items

Please note that included in the consent items is a copy of a letter from the Michigan Department of Insurance and Financial Services that was recently forwarded to me by PCI. Apparently PCI

received this letter about 18 months ago. The letter essentially verifies what my research indicated regarding the ISO's Building Code Effectiveness Grading Schedule (BCEGS) – that is, that the results of a municipality's BCEGS review have very little, if any, impact on insurance premiums. Nice to know.

City Manager's Report

Chief Caris and Evelyn Holzwarth will provide their monthly and annual departmental reports on Monday evening.

Finally, we would ask that the City Council consider setting a workshop to consider the goals and objectives that will drive development of the City's budget for the coming year. City Clerk/Treasurer Tom Emery will also continue his conversation with you regarding the Council's desires relative to the design and content of the budget document.

See you Monday night!

Jeff Mansfield
City Manager