



FINAL

SPECIAL MEETING MINUTES

A Special meeting of the Farmington City Council was held on July 20, 2015, in Conference Room, Farmington City Hall, Farmington, MI. Notice of the meeting was posted in compliance with Public Act 267-1976.

The meeting was called to order at 6:00 PM by Mayor William Galvin.

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Greg Cowley	Councilmember	Present	
William Galvin	Mayor	Present	
JoAnne McShane	Councilmember	Present	
Steve Schneemann	Mayor Pro Tem	Absent	
Jeff Scott	Councilmember	Present	

City Administration Present

Director Christiansen
Recording Secretary Murphy
City Manager Murphy
Attorney Saarela

2. APPROVAL OF AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Greg Cowley, Councilmember
SECONDER:	Jeff Scott, Councilmember
AYES:	Cowley, Galvin, McShane, Scott
ABSENT:	Schneemann

3. PUBLIC COMMENT

No public comment was heard.

4. INTERVIEW FOR BEAUTIFICATION COMMITTEE - GAYATHRI ILANGO

Council interviewed Gayathri Llango for a position of the Beautification Committee.

A. Motion to appoint Gayathri Ilango to the Beautification Committee for a three-year term ending July 1, 2018.

RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Cowley, Councilmember
SECONDER: Jeff Scott, Councilmember
AYES: Greg Cowley, William Galvin, JoAnne McShane, Jeff Scott
ABSENT: Steve Schneemann

5. ITEMS FOR REVIEW

1. Resolution for water and sewer contracts with the city of Detroit and The Great Lakes Water Authority

City Manager Murphy stated on June 12, 2015 an agreement to lease the assets of the Detroit Water Supply and Sewage Disposal System was reached between the Detroit Water and Sewer Department and the Great Lakes Water Authority which was mandated under the terms of the Detroit bankruptcy. As such the Great Lakes Water Authority has assumed the responsibility for the operations of the Detroit Water System. Under the terms of the current agreement between City of Detroit and the City of Farmington, Article XIII states the City of Farmington must give consent to assign the contract over to Great Lakes Water Authority.

Attorney Saarela advised that if everybody does not sign the contract by January 1st, the lease agreement will fail between the City of Detroit and the Great Lakes Water Authority. She stated if the lease agreement fails the overall Memorandum of Understanding that created the Authority will fail as well. She reiterated in order for the Authority to move forward all the contracts have to be assigned to the Authority by January 1st.

McShane asked if by assigning rights to the Great Lakes Water Authority the city is also incurring all debt of Detroit Water and Sewer. Saarela responded the Authority is basically stepping into the shoes of the DWSD which means acquiring their budget and debt as well. The Authority will be gaining their revenue, but their debt as well, and in addition there will be a \$50 million dollar payment to the City of Detroit which is basically a rental fee for use of their system.

McShane clarified that the three counties are paying \$50 million dollars for Detroit's infrastructure, that the lease is 80 years, and that they are allowed to spend the money on Detroit's local capital improvements. Saarela indicated that was a correct statement.

Discussion followed regarding Detroit's responsibilities under this agreement.

Council concurred to remove this item from the Consent Agenda of the regular

meeting until further information can be provided.

2. Resolution authorizing 2015 Capital Improvement Bond

Murphy reported that on April 20, 2015 the City Council approved a resolution that provided Notice of Intent to issue bonds in the amount of \$1.5 million dollars for multiple projects related to the sanitary sewer. The Notice was published with a 45-day window for the public to respond. The 45-day window closed with no petitions filed. The next step requires a resolution from Council authorizing the 2015 Capital Improvement Bond.

Murphy stated proceeds from the bond would fund three projects: construction of the Twin Valley Sewage Lift Station, bank stabilization of the sewer interceptor main, and the remainder towards sanitary sewer lining.

3. Farmington Guest Service Guarantee

Murphy stated the requirement for a customer service policy is mandated by the Michigan Economic Development Corporation (MEDC) in order to be deemed an MEDC Redevelopment Ready Community.

Christiansen indicated that the City of Farmington has been working towards certification by the MEDC as a Redevelopment Ready Community. He stated a draft form of the Customer Service Guarantee that was requested is ready for review. He advised the initial application was made over a year ago and information was provided in order to qualify or be considered for the next level. Farmington was accepted into that next group of communities looking for certification.

Christiansen discussed a number of steps that have been taken to achieve the status of a Redevelopment Ready Community. He stated the proposed Guest Services Guarantee policy is based on Novi's customer service policy.

Scott would like to see implementation of a checklist that integrates all of the requirements necessary to move a project forward. He would like to see an ombudsman in place to go over the checklist with a proponent to ensure all requirements are met.

Christiansen stated Farmington does have a process in place in their application documents that outline the specific process, whether it be rezoning, a site plan review, a PUD, etc. There are very specific steps that are required to be followed for whatever the issue might be.

He stated the Customer Service Guarantee is really intended to be a Code of Conduct for employees.

Discussion was held on what could be done to show that Farmington is exceeding the expectations of the MEDC.

Galvin asked for suggestions to be provided to Christiansen in the next couple

weeks to be included in the language of the document.

Discussion was held in response to formalizing processes to deal with unresolved or unsatisfactory issues.

Christiansen clarified the MEDC is looking for a complete portfolio of a community's tools, resources, plans and ordinances, financial information, long range financial plans.

Galvin asked Council to consider a customer service training program or webinar. He suggested the possibility of bringing in a consultant to provide that type of training.

Christiansen stated the city already provides great service to the community.

McShane expressed support for Department Heads meeting with their employees and reviewing the customer service guarantee with them.

Responding to a question from McShane, Christiansen stated fees associated with permits, dog licenses, etc. Is listed on the city website.

6. OTHER BUSINESS

No other business was heard.

7. COUNCIL COMMENT

1. Motion to recess the meeting till after the regular meeting is adjourned.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Scott, Councilmember
SECONDER:	JoAnne McShane, Councilmember
AYES:	Greg Cowley, William Galvin, JoAnne McShane, Jeff Scott
ABSENT:	Steve Schneemann

The meeting recessed at 6:55 p.m. and resumed at 9:54 p.m.

8. CLOSED SESSION

1. Confidential Communication from City Attorney Motion to enter closed session to review confidential communication from City Attorney.

The votes were taken in the following order: Cowley, Galvin, McShane, Scott.

Council entered closed session at 9:55 p.m.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Greg Cowley, Councilmember
SECONDER: Jeff Scott, Councilmember
AYES: Greg Cowley, William Galvin, JoAnne McShane, Jeff Scott
ABSENT: Steve Schneemann

2. Motion to exit closed session.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: JoAnne McShane, Councilmember
SECONDER: Greg Cowley, Councilmember
AYES: Greg Cowley, William Galvin, JoAnne McShane, Jeff Scott
ABSENT: Steve Schneemann

Council exited closed session at 10:20 p.m.

9. ADJOURNMENT

1. Motion To Adjourn the Meeting.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Jeff Scott, Councilmember
SECONDER: JoAnne McShane, Councilmember
AYES: Greg Cowley, William Galvin, JoAnne McShane, Jeff Scott
ABSENT: Steve Schneemann

The meeting adjourned at 10:20 p.m.

William E. Galvin, Mayor

Susan K. Halberstadt, City Clerk

Approval Date: _____