



CITY COUNCIL MEETING MINUTES
September 12, 2023

CALL TO ORDER:

The Jackson City Council met in regular session in Council Chambers and was called to order at 6:31 p.m. by Mayor Daniel Mahoney.

PLEDGE OF ALLEGIANCE AND INVOCATION:

Council joined in the Pledge of Allegiance. Invocation was given by Fifth Ward Councilmember Karen Bunnell.

ROLL CALL:

Present: Mayor Daniel Mahoney, Vice Mayor/First Ward Councilmember Arlene Robinson, Second Ward Councilmember Freddie Dancy, Third Ward Councilmember Angelita Gunn, Fourth Ward Councilmember Laura Dwyer Schlecte, and Fifth Ward Councilmember Karen Bunnell.

Absent: Sixth Ward Councilmember Will Forgrave

Also present: City Manager Jonathan Greene, City Attorney Matthew Hagerty, City Clerk Andrea Muray, City Assessor Jason Yoakam, Director of Parks and Recreation Kelli Hoover, Chief Equity Officer John Willis, Director of Police and Fire Services Elmer Hitt, Director of Community Development Shane LaPorte, and City Engineer Jon Dowling.

ADOPTION OF AGENDA:

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to adopt the agenda with two additions under Old Business; 10.1 Ad Hoc Committee - Employee Review and 10.2 Discussion of Special Assessment Policy. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

PRESENTATIONS/PROCLAMATIONS:

Special Assessment Policy Presentation was given by City Assessor Jason Yoakam.

PUBLIC HEARINGS: none.

CITIZEN COMMENTS:

Citizen comments were heard and the meeting continued.

PETITIONS & COMMUNICATION FROM CITY STAFF AND OTHER GOVERNMENTAL ENTITIES:

8.1 Karen Bunnell resignation from City Council effective 9.30.2023

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to accept and place on file Karen Bunnell - resignation from City Council effective September 30, 2023. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

8.2 Environmental Commission Minutes for 5-17-23 and 6-21-23

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to accept and place on file the Environmental Commission Minutes for May 17, 2023 and June 21, 2023. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

CONSENT CALENDAR:

9.1 Minutes of the Regular Meeting of August 15, 2023

Approve the minutes of the regular meeting of August 15, 2023

9.2 Accept with regret, the resignation of Chad Everett from the Building Code Board of Examiners and Appeals

9.3 Appointment to Building Code Board of Examiners and Appeals

Approve the Mayor's recommendation to appoint Joe Smith to the Building Code Board of Examiners and Appeals, to complete Chad Everett's term, beginning on September 15, 2023 and ending on December 31, 2025.

- 9.4 Reappointment to the City of Jackson's Environmental Commission**
Approve the Mayor's recommendation to reappoint Jacob Inosencio to the Environmental Commission for a 3-year term, beginning September 28, 2023 and ending on September 27, 2026.
- 9.5 Resignation from the Jackson Housing Commission**
Accept the resignation of Caroline Parker from the Jackson Housing Commission.
- 9.6 Special Event Application: Veterans Build Kickoff**
Approve a request from Greater Jackson Habitat for Humanity to host their Veterans Build Kickoff on September 20, 2023, on the streets of Jackson.
- 9.7 Special Event Application: Orthopaedic Rehab Specialists 5/8K**
Approve a request from Orthopaedic Rehab Specialists to host their Octoberfest 5/8k on September 30, 2023, in downtown Jackson.

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to approve the consent calendar with Item 9.3 pulled for separate consideration. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

Motion was made by Councilmember Dancy, seconded by Councilmember Schlecte to appoint Joe Smith to the Building Code Board of Examiners and Appeals. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

OTHER BUSINESS:

10.1 Ad Hoc Committee - Employee Review

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to place (Councilmembers) Laura Schlecte, Will Forgrave, and Freddie Dancy on the ad hoc committee for appointed officials review and returning to Council at the first meeting in October. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

10.2 Special Assessment Policy

Motion was made by Councilmember Dancy, seconded for discussion by Mayor Mahoney to stick with the old policy and turn down the new policy that was proposed. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson,

Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

NEW BUSINESS:

11.1 Approve the sale of two City Owned properties to Fresh Start Real Estate, for the purpose of new home construction.

Recommendation: *Approve the sale of City owned properties located at 903 W. Ganson and 619 Center to Fresh Start Real Estate Services, LLC for the purpose of building two new, single-family homes. Authorize the City Attorney to create the Property Transfer Agreement and any other authorized documents to complete the sale of the property; authorize the City Manager to sign Property Transfer and other related documents.*

Motion was made by Councilmember Dancy, seconded by Councilmember Gunn to approve the sale of two City-owned properties to Fresh Start Real Estate for the purpose of new home construction. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.2 First Reading - Ordinance No. 2023-06

Recommendation: *Approve the first reading and move to a second reading/final adoption an ordinance amending the hours of operation for Marihuana Provisioning Centers and Retailers.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to approve the first reading and move to a second reading/final adoption an ordinance amending the hours of operation for Marihuana Provisioning Centers and Retailers. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Gunn, Schlecte, and Bunnell (5). Nays: Councilmember Dancy (1). Motion carried.

11.3 Dodge Durango Purchase for Police Department.

Recommendation: *Approval for the purchase of three 2023 Dodge Durango SUVs for \$44,150 each from the John Jones Auto Group, for a total cost of \$132,450, outside of the normal purchasing guidelines*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the purchase of three 2023 Dodge Durango SUVs for \$44,150 each from the John Jones Auto Group, for a total cost of \$132,450, outside of the normal purchasing guidelines. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.4 Schedule Public Hearing for JAG Grant

Recommendation: *Approval for the request to schedule a Public Hearing at the September 26, 2023, City Council meeting regarding the use of federal grant funds totaling \$51,526 to be used by the City of Jackson Police Department the Jackson County Office of the Sheriff.*

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to approve the request to schedule a public hearing at the September 26, 2023 City Council Meeting regarding the use of federal grant funds totaling \$51,526 to be used by the City of Jackson Police Department and the Jackson County Office of the Sheriff. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.5 Approval of a resolution to accept a Trust Fund Grant application for the Michigan Department of Natural Resources (MDNR) for a new trail project from S. West Avenue to Kibby Trail entrance and authorization for the Mayor and Clerk to execute the appropriate documents.

Recommendation: *Approval of a resolution to accept a Trust Fund Grant application for the Michigan Department of Natural Resources (MDNR) for a new trail project from S. West Avenue to Kibby Trail entrance and authorization for the Mayor and Clerk to execute the appropriate documents.*

Motion was made by Councilmember Dancy, seconded by Vice Mayor Robinson to approve a resolution to accept a Trust Fund Grant Application for the Michigan Department of Natural Resources for a new trail project from S. West Avenue to Kibby Trail entrance and authorize the Mayor and Clerk to execute the appropriate documents. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.6 Amendment 2 to the Engineering and Project Administration, SCADA Software Upgrades Contract for the City of Jackson Wastewater Treatment Plant.

Recommendation: *Approval of Amendment 2 to the Engineering and Project Administration, SCADA Software Upgrades Contract with Tetra Tech of Ann Arbor, MI at a not-to-exceed cost of \$157,000 and authorize the City Manager and Director of Public Works to execute the appropriate documents.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve Amendment 2 to the Engineering and Project Administration, SCADA Software Upgrades Contract for the City of Jackson Wastewater Treatment Plant. Vote - Yeas: Mayor Mahoney, Vice Mayor

Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.7 Change to the Standard Lighting Contract for streetlights with Consumers Energy for installation of one new streetlight at 840 Bush Street

Recommendation: *Approve the Resolution for Change to the Standard Lighting Contract with Consumers Energy for one new streetlight at 840 Bush Street and authorize the Mayor and City Clerk to execute the appropriate documents*

Motion was made by Councilmember Schlecte, seconded by Councilmember Bunnell to approve the resolution for the Change to the Standard Lighting Contract with Consumers Energy for one new streetlight at 840 Bush Street. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.8 Change Order No. 3 to the Wastewater Treatment Plant Clean Water State Revolving Fund 2022 Improvements Contract with Allied Mechanical Services, Inc.

Recommendation: *Approval of Change Order No. 3 to the Wastewater Treatment Plant Clean Water State Revolving Fund 2022 Improvements Contract with Allied Mechanical Services, Inc. in the increased amount of \$103,054, and authorize the City Manager and Director of Public Works to execute the appropriate documents.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Dancy to approve Change Order No. 3 to the Wastewater Treatment Plant Clean Water State Revolving Fund 2022 Improvements Contract with Allied Mechanical Services, Inc. in the increased amount of \$103,054 and authorize the City Manager and Director of Public Works to execute the appropriate documents. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.9 Approve the Option Agreement for eight City-owned lots in the Martin Luther King, Jr. Corridor to Jonathan and Paula Autry for the purpose of building six affordable rental structures, totaling 24 units.

Recommendation: *Approve the Option Agreement for the sale of eight (8) city owned lots along the Martin Luther King, Jr. Corridor; authorize the City Manager and City Attorney to make minor modifications as needed; authorize the City Manager to effectuate the sale and transfer of the lots to Jonathan and Paula Autry; and further authorize the City Manager to execute the appropriate documents necessary to complete these agreements.*

Motion was made by Councilmember Schlecte, seconded by Vice Mayor Robinson to approve the option agreement for eight City-owned lots in the Martin Luther King Jr. Corridor to Jonathan and Paula Autry for the purpose of building six affordable rental structures, totaling 24 units. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.10 FY 23-24 Nonunion Wage Increase Ordinance

Recommendation: *Approve first reading and advance to second reading/final adoption, an ordinance regulating nonunion pay for City of Jackson employees. Increase nonunion wages by 3.8% for FY 23/24, retroactive to July 1, 2023.*

Motion was made by Councilmember Dancy, seconded by Councilmember Gunn to approve the first reading and advance to a second reading/final adoption of an ordinance regulating nonunion pay for City of Jackson employees, increasing nonunion wages by 3.8% for FY 23/24, retroactive to July 1, 2023.

Motion was made by Councilmember Schlecte, seconded by Councilmember Dancy to postpone until the next meeting. Councilmember Schlecte withdrew her motion.

Vote was taken on the motion to approve. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

Motion was made by Mayor Mahoney, seconded by Councilmember Schlecte to invite GovHr to come back to do a presentation of the wage study. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.11 Zoning Map Amendments - 206 W. Argyle St. (Parcel # 8-2450), 207 W. Argyle St. (Parcel # 8-2459), 208 W. Argyle St. (Parcel #8-2451), and 209 W. Argyle St. (Parcel # 8-2461.10).

Recommendation: *Approve rezoning of 206 W. Argyle St. (Parcel # 8-2450), 207 W. Argyle St. (Parcel # 8-2459), 208 W. Argyle St. (Parcel # 8-2451), and 209 W. Argyle St. (Parcel # 8-2461.10) from I-1, Light Industrial to R-1, One-Family Residential as recommended by the City of Jackson Planning Commission.*

Motion was made by Councilmember Bunnell, seconded by Councilmember Schlecte to approve rezoning of 206 W. Argyle St., 207 W. Argyle St., 208 W. Argyle St., and 209 W. Argyle St. from I-1 Light Industrial to R-1 One Family Residential as recommended by the City of Jackson Planning

Commission. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

- 11.12 Zoning ordinance text amendments - Section 28-253. – Signs subject to permit or other approval. Amend Subsection (d), Subsection (f), and Subsection (l). Recommendation:** *Approval of proposed zoning ordinance text amendments - Section 28-253. – Signs subject to permit or other approval. Amend Subsection (d), Subsection (f), and Subsection (l), as recommended by the City of Jackson Planning Commission.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the proposed zoning ordinance text amendment – Section 28-253 – Signs Subject to Permit or Other Approval amending subsection (d), subsection (f), and subsection (l), as recommended by the City of Jackson Planning Commission. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

- 11.13 Zoning ordinance text amendments - Section 28-253. – Signs subject to permit or other approval and Section 28-257. – Signs that do not require a permit. Recommendation:** *Approval of proposed zoning ordinance text amendments - Section 28- 253. – Signs subject to permit or other approval and Section 28-257. – Signs that do not require a permit. Remove all language as it pertains to revocable license for signs and/or awnings in the right-of-way., as recommended by the City of Jackson Planning Commission.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve the proposed zoning ordinance text amendments: Section 28-253 – Signs Subject to Permit or Other Approval and Section 28-257 – Signs That Do Not Require a Permit, removing all language as it pertains to revocable licenses for sign and/or awning in the right-of-way, as recommended by the City of Jackson Planning Commission. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

- 11.14 Repeal of zoning ordinance Section 28-166. – Revocable license for signs and/or awnings in the right-of-way. Recommendation:** *Approval to Repeal Section 28-166. – Revocable license for signs and/or awnings in the right-of-way, as recommended by the City of Jackson Planning Commission.*

Motion was made by Councilmember Schlecte, seconded by Councilmember Gunn to approve repealing Section 28-166 – Revocable License for Signs and/or Awning in the Right-Of-Way as recommended by the City of

Jackson Planning Commission. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, Schlecte, and Bunnell (6). Nays: none. Motion carried.

11.15 Approve contract with R.W. Mercer for T.A. Wilson Annex building, design/build interior renovations with limited exterior renovations to the N building.

Recommendation: *Approve the contract with R.W. Mercer for T.A. Wilson Annex building, design/build interior renovations with limited exterior renovations to the N building in the amount of \$421,830.00, which includes a 15% contingency and allocate \$225,000.00 from unobligated American Rescue Funds to the transitional housing project.*

Motion was made by Councilmember Dancy, seconded by Vice Mayor Robinson to approve the contract with R.W. Mercer for T.A. Wilson annex building design/build interior renovations with limited exterior renovations to the N building. Vote - Yeas: Mayor Mahoney, Vice Mayor Robinson, Councilmembers Dancy, Gunn, and Bunnell (5). Nays: Councilmember Schlecte (1). Motion carried.

CITY COUNCILMEMBER’S COMMENTS:

Mayor Mahoney, Councilmembers Dancy, Gunn, Schlecte, and Bunnell offered comments. Vice Mayor Robinson declined to offer comments.

MANAGER’S COMMENTS:

City Manager Jonathan Greene offered comments.

ADJOURNMENT:

No further business being offered, a motion to adjourn was made by Councilmember Dancy, seconded by Councilmember Schlecte. Vote was done by voice with all in favor. Mayor Mahoney adjourned the meeting at 8:58 p.m.