

**CITY OF WIXOM
49045 PONTIAC TRAIL
REGULAR CITY COUNCIL MEETING MINUTES
TUESDAY, OCTOBER 8, 2019**

Mayor Ziegler called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

Present:

Mayor: R. Ziegler
Deputy Mayor: P. Beagle
Councilmembers: K. Gottschall
T. Gronlund-Fox
B. Leder
T. Rzeznik
R. Smiley

AGENDA CHANGES: (None)

MINUTES:

CM-10-161-19: Moved and seconded by Councilmember Rzeznik and Deputy Mayor Beagle to approve the Regular City Council meeting minutes of September 24, 2019.

Vote:

Motion Carried

CORRESPONDENCE:

- 1.) Letter from Tony Moscone Regarding His Resignation from the DDA
- 2.) Oakland County Bicentennial Information
- 3.) Notice of Hearing for the Gas Customers of Consumers Energy Company Case No. U-20618

CALL TO THE PUBLIC: (None)

CITY MANAGER REPORTS:

1.) Fire Monthly Report - August 2019

There were no comments or questions on this report.

2.) Police Monthly Report - August 2019

Deputy Mayor Beagle noticed that the Non-Criminal Complaints increased and he wondered what those were. Director Moore replied that those were complaints where they don't make an arrest or submit a complaint warrant to the prosecutor's office.

CONSENT AGENDA:

CM-10-162-19: Motion and seconded made by Councilmember Smiley and Deputy Mayor Beagle to approve the Consent Agenda as presented which included:

- 1.) Approval to receive and file:
 - a. Library Board Minutes of August 26, 2019
 - b. Downtown Development Authority Minutes of August 6, 2019

- 2.) TACAM Proclamation
- 3.) Acceptance of a Permanent Water Main Easement to be Granted by Wixom Hotel Partners, LLC for Property Located at 48881 Alpha Drive, Parcel Number 22-08-327-006, for One Dollar

Vote:

Motion Carried

UNFINISHED BUSINESS: (None)

NEW BUSINESS:

- 1.) Recommendation to Confirm the Mayoral Appointment of Kailee Fine to the Downtown Development Authority with a Term to Expire June 30, 2021**

CM-10-163-19: Moved and seconded by Councilmembers Rzeznik and Smiley to confirm the Mayor's appointment of Kailee Fine to the Downtown Development Authority with a term to expire June 30, 2021.

Mayor Ziegler introduced Kailee Fine to the Council. Ms. Fine stated that she likes to read and watch movies. She has two cats. The Council welcomed her and thanked her for volunteering.

Vote:

Motion Carried

- 2.) Recommendation to Authorize the Purchase of a Freightliner Truck Chassis from Wolverine Freightliner-Westside of Ypsilanti, Michigan in the Amount of \$92,113 and Purchase the Swap-Loader, Related Snow Fighting Equipment and Install a Slip-On Salt Unit from Truck and Trailer Specialties of Dutton, Michigan in an Amount Not to Exceed \$107,900**

CM-10-164-19: Moved and seconded by Deputy Mayor Beagle and Councilmember Smiley to authorize the purchase of a Freightliner truck chassis from Wolverine Freightliner-Westside of Ypsilanti, Michigan in the amount of \$92,113 and purchase the Swap-Loader and install a Slip-On Salt Unit from Truck and Trailer Specialties of Dutton, Michigan in an amount not to exceed \$107,900.

Mr. Sikma reminded the Council that this was a budgeted item. We solicited bids from Truck and Trailer through the MITN process and Rochester Hills. We usually utilize Freightliners for our large trucks primarily for the maintenance that is involved. He said it is good practice to continue to use similar trucks throughout the services. This truck will replace No. 2 truck, which is a 14-year old fixed bottom dump truck. There is an 11-month wait period, so we expect that the new truck will arrive shortly before next winter. This is a live bottom, meaning there is a traveling bottom underneath the box which will be able to pull salt or road gravel for shoulder work. We are planning to retire the shoulder box which attaches to our dumps right now. This piece of machinery is almost 30 years old and we expect that this live bottom box will be suited for what we are looking for. This machine will also have a wing plow attachment. He said the goal is to have three wing plows

in our fleet – one for each section of the City. It is an efficient way to fight the storms and it improves the capabilities driving through subdivisions.

Councilmember Smiley wondered if the 11-month waiting period would cause any issues. Mr. Sikma replied no. Councilmember Smiley thought this would be more efficient and more capable. Mr. Sikma added that we are replacing another truck. When we get the new truck, we will be putting the other one on BidNet as an auction. We hope to get the best price for that truck right before winter. Councilmember Smiley clarified that there were 25 of these trucks purchased through a consortium of cities to give us a better price. Mr. Sikma said that was correct.

Councilmember Rzeznik asked what the expected life of the new chassis was. Mr. Sikma stated that we are replacing these trucks every 14 to 20 years. This one will replace the 2006. Councilmember Rzeznik asked if No. 2 truck would go to auction and Mr. Sikma replied yes, but not until we have the other one here. Councilmember Rzeznik requested that we include in the first paragraph of the Administrative Summary that this was a budget item from the account number when we have these big ticket capital purchases. He thought this would be good for members of the public.

Vote:

Motion Carried

3.) Recommendation to Approve the Purchase of Microsoft Office 2019 from SHI International Corp in the Amount of \$20,357.78, Installation from BPI in the Amount of \$1,875 and Microsoft Exchange Online for an Annual Subscription Rate of \$4,017.85, Utilizing the Michigan Master Computing Program (MiDEAL), Along with Approval of the Requested Budget Amendment

CM-10-165-19: Moved and seconded by Councilmember Smiley and Deputy Mayor Beagle to approve the purchase of Microsoft Office 2019 from SHI International Corp in the amount of \$20,357.78, installation from BPI in the amount of \$1,875 and Microsoft Exchange Online for an annual subscription rate of \$4,017.85, utilizing the Michigan Master Computing Program Contract (MiDEAL), along with approval of the requested budget amendment.

Mr. Blackburn said that during the last budget process, we forecasted we would be replacing Microsoft Office 2010. We thought we would go to a complete Cloud model. One of their engineers found it would be financially better to purchase Microsoft Office and keep our email in the Cloud. Microsoft Office will be installed on each of the desktop computers and we will continue to use the Cloud email service that we subscribe to. He outlined a cost savings with a breakeven analysis within the first year that will save money on this blended configuration.

Councilmember Smiley confirmed that Mr. Blackburn wasn't expecting the ability to purchase individual licenses rather than do the subscription version. Mr. Blackburn replied yes. Microsoft's plan is to move everything to the Cloud. When he saw the opportunity that we didn't have to go to the Cloud, they investigated it further. Councilmember Smiley asked if there was any concern or issue if they eventually do stop allowing the purchase causing it to disrupt things here. Mr. Blackburn

explained that Microsoft could change course at a moment's notice, but they don't have a history of doing that. They tend to give advance warning that something will come to its end of life, they will no longer be supporting it, or they will no longer be selling it. In a scenario where in 24 months Microsoft says they will no longer provide any support for Microsoft Office 2019, we would have already saved money in doing this model. The breakeven point is a year. The transition from one Microsoft Office product to the latest Microsoft Office product is usually very acceptable to the average user.

Councilmember Rzeznik thanked him for investigating this and coming up with a savings. He noticed that the one time licenses include two levels of Microsoft Office (Professional Plus and Business). He asked what the major differences were. Mr. Blackburn replied that the more expensive version includes Microsoft Access and there were a limited number of users who require that application. With two tiers, we will save a little more money.

Councilmember Gottschall noticed a difference in the service labor installation between Microsoft Office 365 and Microsoft Office 2019. He asked if that was through BPI and not Microsoft and Mr. Blackburn said it was through his company, BPI. Councilmember Gottschall asked what accounted for the \$6,500 difference. Mr. Blackburn said that we need to take a look at what we need for the plan we are recommending. We need to go to each PC and install Microsoft Office 2019. It breaks down to about \$25 per PC. When we move to the Cloud, we have to expand our tenant account with Microsoft. We have to migrate everything from our local system up to the Cloud. It is very time consuming. He added that was a one-time fee. Councilmember Gottschall asked what would need to be shifted if it did go into the Cloud. Mr. Blackburn said that when you go to the Cloud, there is OneDrive and Sharepoint. Each user that is here would need to have that piece set up for them and synchronize with their local computer and the server. He would also have to set up the Sharepoint structure to make sure it mirrors the organizational structure here at the City. It is quite an involved process. He recommended that we don't do that.

Mr. Brown noted that the savings are projected for five years at about \$11,000 per year. Our current license for Microsoft Office is 2010, so we have gone far beyond five years of use on that. That may be the case this time, as well. If that happens, the savings will grow additionally from there.

Vote:

Motion Carried

4.) Recommendation to Approve the Purchase from SHI International Corporation of Barracuda Cloud-Based Email Archive and SPAM Filter Utilizing the Michigan Master Computing Program Contract (MiDEAL) for an Annual Amount of \$4,545.36 and Labor from BPI for \$540.00

CM-10-166-19: Moved and seconded by Councilmember Smiley and Deputy Mayor Beagle to approve the purchase from SHI International Corporation of Barracuda cloud-based email archive and SPAM filter utilizing the Michigan Master Computing Program Contract (MiDEAL) for an annual amount of \$4,545.36 and labor from BPI for \$540.00.

Vote:**Motion Carried****CALL TO THE PUBLIC:**

Vanessa Willett, resident and DDA Board Member, welcomed Kailee Fine to the DDA family. The DDA has had a lot of great events and they are supported by the City Council and Mr. Brown. She said they appreciate working with the City to make our City better for all of us, not just the residents, but people who work here and visit. It takes a lot for board members to donate their time and she thought the City and Councilmembers appreciated that. She said that they are looking forward to the hiring of the new DDA Director.

Two students from Lakeland High School were present to fulfill a requirement for their Government class.

CITY MANAGER COMMENTS:

Mr. Brown said that our Planning and Zoning Secretary, Monica Raddatz, recently earned her Citizen Planner Certificate from Michigan State University Extension Citizen Planner Program. He congratulated her and said he appreciated her getting further education in relation to the job that she does for us in our Building Department. She is going to go on to pursue Zoning Administrator Certification as well in the future.

Next, Mr. Brown stated that the Clerk's Office sent the first round of the absentee ballots (1,354) to the Post Office on October 1st. This is already an increase of 63% over this same election in 2017. Absentee ballots are still available at the City Clerk's Office.

Lastly, we have had feedback from residents and Council regarding doing a better job of communicating the leaf collection program, which is a very popular service that we offer. We are one of the few communities that still offer this service and it is difficult to administer. It is also an expensive service. Jodi Gallo from the DPW has a friend that prepared a short video regarding the leaf collection program. At this time, the Council watched the video on leaf pickup.

Mayor Ziegler thought the video was very well done. Mr. Brown indicated that this video would start running on the website and Facebook. He hoped the residents would have a better experience during leaf pickup this season. He said he was very proud of this and congratulated Tim Sikma and Jodi Gallo for the hard work that they did on this.

COUNCIL COMMENTS:

Deputy Mayor Beagle congratulated Monica Raddatz on earning her Citizen Planner Certificate. He welcomed Kailee Fine to the Wixom family and thanked her for volunteering.

Councilmember Gottschall thanked Mr. Moscone for his involvement in the DDA and expansion of our downtown over the last few years. He welcomed Ms. Fine and thanked her for volunteering and helping to shape the DDA and our future

downtown. Lastly, he congratulated Monica Radditz on her continuing education and growth for getting her Citizen Planner Certificate from MSU.

Councilmember Smiley stated that this Saturday is the Fire Station Open House and the Panther Hunt. Both events are great events for the family. There is also a packing party for Military Family United. Details are on the Wolverine Lake website. He brought it up because Military Family United is run by Wixom residents, John and Debbie Ellsworth. They are accepting contributions and people can come on Saturday to help pack the materials. He expressed his condolences to the family of Stuart Colyer, the former Deputy Fire Chief, who worked for the City for more than 30 years. He also expressed his condolences to Kailyn McMahon and her family on the passing of her grandfather. He wished everyone a happy Yom Kippur.

Councilmember Rzeznik dittoed all the comments made by Councilmembers before him. He welcomed Kailee Fine to the DDA family. He thought the DDA was becoming more and more relevant and it was great to see new energy. He asked to be excused from the next meeting as he will be overseas.

Councilmember Leder welcomed Ms. Fine and thanked her for volunteering. He thought the leaf video was fantastic. He thought it was well-done and it was exactly the kind of thing he has been talking about for a year and a half now. Well done.

Mayor Ziegler echoed his fellow Councilmembers on the condolences. He said that Tony Moscone did a great job and he thanked him for all of his service on the DDA. Mayor Ziegler remembered Stuart Colyer from 40 years ago when he was an active young guy on the Fire Department. He was a true gentleman and a real good guy. He worked his way up to be the Deputy Chief and he recently passed away. His service is Saturday and he offered his condolences to his family. He is remembered as a fine firefighter and City employee.

ADJOURNMENT:

The meeting was adjourned at 7:38 p.m.

Catherine Buck
City Clerk

Approved 10-22-2019
