

**MINUTES OF THE  
VIRTUAL REGULAR MEETING OF THE HIGHLAND PARK CITY COUNCIL  
MARCH 15, 2021**

Council convened at 7:01 p.m. with Council President Clyburn presiding.

Present: Council Pro Tem Patrick remotely from Highland Park, MI; Councilmember Jackson remotely from Highland Park, MI; Councilmember Bates remotely from Highland Park, MI; Councilmember Armstrong remotely from Highland Park, MI and Council President Clyburn remotely from Highland Park, MI (5).

Absent: (0).

A quorum being present, Council was declared in session.

\*\*\*

**APPROVAL OF AGENDA**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

To approve the agenda with the removal of item VII from Human Resource, item VIII c from Public Works and amend item V a from City Council to an update. Yeas (5), Nays (0), Absent (0).

\*\*\*

**APPROVAL OF MINUTES**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Armstrong

To approve the minutes of the Virtual Regular meeting held March 1, 2021. Yeas (5), Nays (0), Absent (0).

\*\*\*

**CITY COUNCIL  
03-15-21 V a**

Council President Clyburn reported there were four vacancies on the Citizens District Advisory Council (CDAC), two mayoral appointments and two council appointments, that should be filled within the next few days and then voted on at the next Council meeting.

\*

**03-15-21 V b**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Armstrong

To receive and file the 2020 draft of the Master Plan (5), Nays (0), Absent (0).

\*\*\*

**FINANCE**  
**03-15-21 VI**

The following resolution was submitted for approval.

**RESOLUTION TO RENEW THE SERVICE CONTRACT WITH MACKINAW ADMINISTRATORS LLC FOR WORKER’S COMPENSATION TAIL CLAIMS RUN OFF FROM APRIL 2021 TO APRIL 2023**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS**, Mackinaw Administrators LLC has been providing worker's compensation claim services to the City of Highland Park,

**WHEREAS**, effective July 1, 2017 the city of Highland Park joined the Michigan Municipal League to provide worker's compensation -claims services,

**WHEREAS**, prior to the City of Highland Park joining the MML there were remaining open claims being serviced by Mackinaw that still require service;

**WHEREAS**, this service contract will cover the tail run off of open worker's compensation claims;

**BE IT FINALLY RESOLVED**, that the Highland Park City Council hereby approves the renewal of the Mackinaw Administrators Service Contract from April 15, 2021 to April 14, 2023. Yeas (5), Nays (0), Absent (0).

\*\*\*

**PUBLIC WORKS**  
**03-15-21 VII a**

The following resolution was submitted for approval.

**RESOLUTION TO ACCEPT DNR COMMUNITY TREE PLANTING GRANT**

Moved by Councilmember Jackson  
Supported by Council Pro Tem Patrick

**WHEREAS**, in 2020, the DNA submitted a Highland Park tree planting grant proposal to the USDA Forest Service under the Great Lakes Restoration Initiative (GLRI) program; and

**WHEREAS**, on 2/11/21 the DNR notified the City that they were being awarded a reimbursable subgrant in the amount of \$9,680; and

**WHEREAS**, the program's intent is to increase tree canopy cover over impervious surface areas (e.g., roads, parking lots, etc.) to help intercept rainfall, reduce runoff and improve water quality draining from local watershed and ultimately into the Great Lakes; and

**WHEREAS**, Highland Park will use this funding toward the purchase of a minimum of 40 trees of diverse species and sized 1" caliper or larger and plant them on public property; and

**WHEREAS**, the City will sign a three-year tree maintenance agreement committing to provide maintenance of trees to ensure establishment and survival; and

**WHEREAS**, the City will provide and document matching contributions (cash and/or in-kind) in the amount of \$2,500 (minimum); and

**WHEREAS**, other specifics of the program are included on the attached sheet.

**NOW, THEREFORE, BE IT RESOLVED**, that the City accepts the award of a reimbursable treeplanting grant in the amount of \$9,680. Yeas (5), Nays (0), Absent (0).

\*

### **03-15-21 VII b**

The following resolution was submitted for approval.

#### **RESOLUTION TO APPLY FOR A 2021 AAA TRAFFIC SAFETY GRANT**

Moved by Councilmember Bates  
Supported by Councilmember Armstrong

**WHEREAS**, the City of Highland Park wishes to ensure the safety of all of its residents by monitoring vehicular traffic speed; and

**WHEREAS**, the City has determined a radar speed trailer and/or radar speed sign is one method of assisting in this endeavor; and

**WHEREAS**, AAA has established a traffic safety grant which provides an opportunity to submit requests for grant assistance to aid in the purchase of traffic safety equipment; and

**WHEREAS**, the grant is equipment-specific and may be awarded in amounts up to \$15,000; and

**WHEREAS**, AAA gives greater consideration if tied to collaborative fundraising efforts that support the purchase of the equipment.

**NOW, THEREFORE, BE IT RESOLVED**, that the City approves applying for a 2021 AAA Traffic Safety Grant for the purchase of a radar speed trailer and/or radar speed sign. Yeas (5), Nays (0), Absent (0).

\*\*\*

**WATER/ENGINEERING  
03-15-21 VIII a**

The following resolution was submitted for approval.

**A RESOLUTION REQUESTING THE PUBLIC ADVERTISEMENT FOR PURPOSES OF RECEIVING CONSTRUCTION BIDS FOR THE FY2021 WATER MAIN AND SERVICELINE REPLACEMENT PROJECT AS FUNDED BY THE DRINKING WATER STATE REVOLVING FUND (DWSRF)**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Bates

**WHEREAS**, it is necessary for the City of Highland Park Water Department to address water main improvements identified in the 2016 MDEQ (EGLE) Violations Notice and Administrative Consent Order; and

**WHEREAS**, the City of Highland Park previously received a Significant Deficiency Violation Notice from EGLE on April 11, 2016 regarding the existing water infrastructure; and

**WHEREAS**, the City of Highland Park previously received a Lead and Copper Monitoring – Action Level(AL) Exceedance letter from EGLE on July 12, 2019 regarding the community water supply’s 90th percentile value exceeding the action level for lead during the most recent round of lead and copper monitoring between June and September 2019; and

**WHEREAS**, as a result of exceeding the lead Action Level (AL) the City of Highland Park is required under the administrative rules promulgated under the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399) to meet additional requirements including water quality parameter monitoring, source water monitoring, corrosion control treatment, and public education, as well as being mandated to replace a higher percentage of lead service lines; and

**WHEREAS**, the City Council has reviewed and approved the FY2020 DWSRF Project Plan Application as submitted to EGLE, of which the 2021 project is portion of the scope removed from the 2020 project; and

**WHEREAS**, it is the intent of the Water Department Director that when funds are awarded by the State of Michigan Department of Treasury to begin construction in September of 2021; and

**BE IT RESOLVED**, the City of Highland Park City Water Department requests to publicly advertise the 2021 Water Main and Service Line Replacement project for purposes of soliciting construction bids, on Wednesday, March 24<sup>th</sup>, 2021. Yeas (5), Nays (0), Absent (0).

\*

**03-15-21 VIII b**

The following resolution was submitted for approval.

**A RESOLUTION REQUESTING THE PUBLIC ADVERTISEMENT FOR PURPOSES OF RECEIVING CONSTRUCTION BIDS FOR THE FY2021 SEWER REHABILITATION AND SEWER CLEANING PROJECTS AS FUNDED BY THE CLEAN WATER STATE REVOLVING FUND (CWSRF)**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Jackson

**WHEREAS**, it is necessary for the City of Highland Park Water Department to repair and rehabilitate various sewer infrastructure and clean additional sewer; and

**WHEREAS**, the City Council has reviewed and approved the FY2020SRF Project Plan Application; of which the 2021 project is portion of the scope removed from the 2020 project; and

**WHEREAS** it is the intent of the Water Department Director that when funds are awarded by the State of Michigan Department of Treasury to begin construction in September 2021; and

**BE IT RESOLVED**, the City of Highland Park City Water Department requests to publicly advertise the FY2021 Sewer Rehabilitation and Sewer Cleaning projects for purposes of soliciting construction bids, on Wednesday, March 24<sup>th</sup> 2021. Yeas (5), Nays (0), Absent (0).

\*\*\*

**ADJOURNMENT**

Moved by Council Pro Tem Patrick  
Supported by Councilmember Armstrong

To adjourn the meeting, motion carried, meeting adjourned at 7:57 p.m.

**CERTIFICATE**

I hereby certify that the attached is a copy of the minutes of the Virtual Regular Meeting held the 15<sup>th</sup> day of March 2021 and that said minutes are available for public inspection at the address designated on the posted public notice.



Cidia Wicker-Brown, Deputy City Clerk