



500 West Big Beaver
Troy, MI 48084
troymi.gov

FROM THE OFFICE OF THE CITY MANAGER

January 13, 2020

To: Mayor and City Council Members

From: Mark F. Miller, City Manager
Robert J. Bruner, Assistant City Manager
Drew Benson, Assistant to the City Manager

Subject: City Council Agenda Questions & Answers – 1.13.2020

The following are communications that City Administration would like Council to be made aware of. For questions or comments initiated by citizens, the answers provided in this document have also been sent to the citizens directly.

In order to ensure that all questions are received and answers, all City Council Questions should be sent to the CITY MANAGER DISTRIBUTION GROUP e-mail address.

From: David Hamilton
Sent: Sunday, January 12, 2020 11:55 AM
To: City Manager Distribution Group <CityManager@troymi.gov>
Subject: Agenda Questions

I have some Agenda questions, and Board nomination questions:

I-05 -

I wasn't aware that there are residential properties in Troy that aren't connected to sanitary sewer. Can you describe more about this? Approximately what % of Troy properties aren't connected?

I-06 - How much does the county pay Troy for this 15 year lease for the 52-4 court (if any)?

Why is the 52-4 court owned by the county, where in other municipalities, such as Royal Oak, the City is responsible for the district court? Do those communities (and/or Troy) have to use their own General fund general purpose or Capital funds to maintain the facilities, or are court fees or something else provided by state or county?

I-02-

I am considering some reappointments, and wanted to know if I could get a summary of attendance history of the expiring board members requesting reappointment, including any absences due to lack of quorum, from the following boards:

Building Code Board of Appeals
Traffic Committee

Historic District Commission
Liquor Advisory Committee

Thank you,

David Hamilton
Troy Mayor Pro Tem

I-05 - I wasn't aware that there are residential properties in Troy that aren't connected to sanitary sewer. Can you describe more about this? Approximately what % of Troy properties aren't connected? -

Answers: Kurt Bovensiep, Public Works Director

The City of Troy has 28,998 Water and Sewer customers. The City of Troy has 268 Water only customers. Based on this information, approximately 0.9% of Troy properties are on a septic system and are not connected to public sanitary sewer.

Chapter 19 (Sanitary Sewer Service) of the City's Code of Ordinances outlines much of the details of the Sanitary Sewer system, but below are the highlights.

Chapter 19 – Sanitary Sewer Service
ON-SITE SEWAGE DISPOSAL SYSTEMS

19.03.01 On-site Sewage Disposal Systems. Unless a structure in which sanitary sewage originates is connected to a public sanitary sewer or combined sewer under the provisions of this Chapter, the building sewer shall be connected with a private on-site sewage disposal system complying with the regulations and orders of the MDEQ and the Oakland County Health Department, and the provisions of Chapter 79 of this code (Building Regulations). (Rev. 08-15-2005)

19.03.02 Discontinuance of System. At such time as a public sewer becomes available to a property served by a private sewage disposal system, and a direct connection is made to the public sewer in compliance with the provisions of this Chapter, any septic tank, privy, privy vault, cesspool or similar private sewage disposal facilities shall be abandoned and filled with suitable material. (Rev. 08-15-2005)

19.03.03 Maintenance of System. The owner shall operate and maintain the OSDS facilities in a sanitary manner at all times at no expense to the City. Maintenance of the OSDS shall include:

1. Having a fixed interval inspection and evaluation performed by City staff or the Oakland County Health Department every four (4) years, this shall consist of:
 - a. Pumping of the septic tank at the time of inspection by a state licensed septage hauler.
 - b. Information gathering on the maintenance, including frequency of pumping of the septic tank.
 - c. Visual and olfactory observations and inspections of the condition of the septic tank, absorption system, pumps, filters, and other important features of the OSDS (D) Preparation of a report.
2. Having the septic tank pumped on an as needed basis to ensure a satisfactory operation of the system.

3. Repairs. The cost of all repairs, maintenance and replacements of existing On-site Sewage Disposal Systems shall be borne by the property owner. The owner shall make an application to perform such work to the Inspector or the Oakland County Health Department.

19.03.04 Inspections. The City of Troy or the Oakland County Health Department will notify the property owner when the building sewer and OSDS are required to have an inspection. The Inspector may then inspect said OSDS and associated appurtenances to determine if the system is operating satisfactorily or is failing. (Rev. 03-21-2016)

19.03.05 Satisfactory operation will be designated to systems with no evidence of an OSDS failure. Fixed interval inspections will be required every four (4) years thereafter until the structure is connected to the City of Troy's public sanitary sewer system. (Rev. 01-13-2003)

19.03.06 If the OSDS and associated appurtenances do not meet the requirements for a functioning septic system, then the system will be considered a failing system. The owner of the property will be required to have the system repaired. The property owner will be responsible for obtaining all necessary repair permits from the Oakland County Health Department. Once the repairs have been completed, the property owner will be required to have the OSDS inspected again by the Inspector to ensure that the system is working properly. (Rev. 03-21-2016)

19.03.07 Inspection Fee. All mandated OSDS inspections, as set forth above, require the property owner to pay the inspection fee, established from time to time by the City Council, related to actual costs incurred directly or indirectly to implement the On-site Sewage Disposal System Inspection Program. (Rev. 03-21-2016)

19.03.08 Additional Requirements. No statement contained in this chapter shall be construed to interfere with the provisions of the State of Michigan Plumbing Code or with any additional requirements that may be imposed by the MDEQ or the Oakland County Health Department with respect to on-site sewage disposal systems.

In addition these sections there is also section 19.05.05, which prohibits the construction of septic tanks. This means once a septic system fails and there is available sewer, the resident must connect to the municipal sewer.

19.05.05 Privies and Septic Tanks. Except as hereinafter provided it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or based for the disposal of sewage. (Renumbered 08-15-2005)

I-06 - How much does the county pay Troy for this 15 year lease for the 52-4 court (if any)? Why is the 52-4 court owned by the county, where in other municipalities, such as Royal Oak, the City is responsible for the district court? Do those communities (and/or Troy) have to use their own General fund general purpose or Capital funds to maintain the facilities, or are court fees or something else provided by state or county? - **Answers: Kurt Bovensiep, Public Works Director**

The county pays the following -

- Capital Maintenance Fee- \$32,400 annually

- Liability/Property Insurance Fee- \$5,000 annually
- Adjustable Building Maintenance and Custodial Services- \$121,500 annually but cannot increase more than 6% a year
- Adjustable Site Work Maintenance Service- \$44,388 annually but cannot increase more than 6% a year
- Current annual total payment- \$203,288

The 52nd courts were established originally to cover larger geographic areas than a city with dispersed populations. To do so, the county had to take the lead and handle the funding. It is the intent the operation of the facilities maintenance and custodial be a cost neutral to the city. The capital improvement funds are collected and reserved for capital projects. There have been years where we have not made any capital investments to the building and in some, such as the roof repair, exceed the annual capital amount collected. It is intended that the lease revenue covers all costs when looking at the entire duration of the lease.

I-02- I am considering some reappointments, and wanted to know if I could get a summary of attendance history of the expiring board members requesting reappointment, including any absences due to lack of quorum, from the following boards - **Answers: Multiple**

Building Code Board of Appeals – Brent Savidant, Community Development Director

Andrew Schuster – 1 absence in 2018, 1 absence in 2019
 Sande Frisen - 1 absence in 2018, 1 absence in 2019
 Gary Abirtheira – 1 absence in 2018, none in 2019.

No meetings were cancelled due to lack of quorum.

Traffic Committee – William Huotari, City Engineer

Three (3) members with terms expiring on Jan 31, 2020:

KILMER, RICHARD A. – 4 absences in 2018, none in 2019
 PETRULIS, AL - 1 absence in 2018, none in 2019
 ZIEGENFELDER, PETER F – 2 absences in 2018, none in 2019.

Absences accounted for one meeting, on 4/18/18, to not have a quorum. No other meetings have been cancelled due to a lack of quorum over the past 3 years.

All three members have been valuable assets to the Traffic Committee as they have each served for many years and provide valuable information, feedback and discussion in the recommendations that the Traffic Committee provides to City Council.

Historic District Commission - Brent Savidant, Community Development Director

There were two meetings within the 2018 & 2019 year for the Historic District Commission.

4/23/2018

Absent: Timothy McGee & Laurie Huber

9/16/2019

Absent: None

Liquor Advisory Committee – Jeff Oberski, Police Analyst Planner (Primary Staff Liaison to LAC)

The 1 member with a term expiring on January 31, 2020:

GORCYCA, DAVID – Has had no absences since his appointment. There have only been 2 meetings of the Committee since 2013.

There has always been a quorum at the Liquor Advisory Committee meetings during the last 9 ½ years.

The Liquor Advisory Committee only meets on an as-needed basis (when there are liquor license requests that require City Council approval) since the Year 2012. In the year 2012 the Michigan Liquor Control Commission began a series of on-going changes to the liquor license approval process. As a result of those changes made by the MLCC, there is no longer any approval required from City Council or the Police Department for most liquor license applications.

From: Ellen C Hodorek
Sent: Monday, January 13, 2020 12:07 PM
To: City Manager Distribution Group <CityManager@troy.mi.gov>
Cc: Lori G Bluhm <BluhmLG@troy.mi.gov>
Subject: Agenda Questions

Hello:

Following are my agenda questions for tonight's meeting:

I-10 BID WAIVER - PROFESSIONAL SERVICES - POLICE DEPARTMENT TESTING SERVICES

I think it was about five years ago that efforts were made to expedite the hiring process for police officers to fill unfilled/budgeted-for positions in a way that sped up the process without compromising the quality/caliber of the officers hired and ultimately sworn in. As I recall, police command was satisfied that the process was working. Is that still the case?

I-11 BUDGET AMENDMENT - CLASSIFICATION AND COMPENSATION STUDY (HUMAN RESOURCES)

Is it fair to assume that fallout/cleanup from the Kischnick issues also contributed to the delay?

As I recall, part of the rationale for doing this study was the need to be sure we are doing all we can to attract/retain municipal talent?

J-04a SPR4 STATE OF MICHIGAN MIDEAL AND MITN COOPERATIVE PURCHASING AGREEMENTS - FLEET VEHICLES - DPW AND FIRE DEPARTMENTS

How is a vehicle determined to be “obsolete?”

Thanks,

Ellen

Ellen C. Hodorek
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I-10 BID WAIVER - PROFESSIONAL SERVICES - POLICE DEPARTMENT TESTING SERVICES - Answers: Frank Nastasi, Police Chief

As I recall, police command was satisfied that the process was working. Is that still the case?

Our hiring process through Empco is working well and we are obtaining quality candidates through their written tests. Further, placing Empco and Troy PD personnel on the Oral Panel helps to ensure the best candidates are selected.

We have trained additional background investigators and this has significantly facilitated in completing background investigations in a timely manner and, in turn, hiring the best qualified applicants.

The only issue, and this is a concern nationwide, is the number of applicants interested in police work. The candidate pool has shrunk considerably for all agencies.

I-11 BUDGET AMENDMENT - CLASSIFICATION AND COMPENSATION STUDY (HUMAN RESOURCES) - Answers: Jeanette Menig, Human Resources Director

Is it fair to assume that fallout/cleanup from the Kischnick issues also contributed to the delay?

Yes, the Kischnick issues and the organizational changes that followed created many competing departmental priorities, which contributed to the delay in the classification and compensation study.

As I recall, part of the rationale for doing this study was the need to be sure we are doing all we can to attract/retain municipal talent?

Yes; verifying the market competitiveness of our salaries was key component of the study.

J-04a SPR4 STATE OF MICHIGAN MIDEAL AND MITN COOPERATIVE PURCHASING AGREEMENTS - FLEET VEHICLES - DPW AND FIRE DEPARTMENTS - **Answers: Kurt Bovensiep, Public Works Director**

How is a vehicle determined to be “obsolete?”

Several factors determine when a vehicle will no longer be used, obsolete. The fleet management software, FASTER, the city uses makes recommendations for replacement based on the original intended life of the vehicle, the mileage of the vehicle, current cost of repairs, and best return on the used sale value. The Fleet Operations Manager then takes this information and makes a determination if the vehicle should be replaced or if it should be delayed.