



MINUTES
Committee on City Operations
Wednesday, June 5, 2024 @ 4:00 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Jackson called the meeting to order at 4:00pm

PRESENT

Council Member Jackson, Chair
Council Member Hussain, Vice-Chair
Council Member Kost, Member

OTHERS PRESENT

Renee Richmond, Council Administrative Assistant
Lisa Hagen-Lawrence, OCA
Jena McShane
Lillian Werbin
Lynne Puente, EDP Code Enforcement
Aden Moreno, Dept. Public Service
Neil Wright

MINUTES

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM MAY 15, 2024, AS PRESENTED. MOTION CARRIED 3-0.

PUBLIC COMMENT

No public comment at this time.

Discussion/Action

RESOLUTION – Appointment; Jena McShane as a Resident member of the Lansing Public Media Authority Board for a term to expire June 30, 2024

Ms. McShane summarized her background, she is a photographer for concerts, family photos, and storm chasing. She applied for the board to bring music and lifestyle to downtown. Councilmember Jackson asked how long she's lived in Lansing and notes this is her first choice and if she wanted any other board. Ms. McShane responded since 2005, no this is the only board. Councilmember Kost asked if she had time to do this, she answered yes.

Councilmember Hussain asked what the makeup of the board is, like how many, and what are the requirements. Ms. Hagen-Lawrence stated she will look.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF JENA MCSHANE AS A RESIDENT MEMBER OF THE LANSING PUBLIC MEDIA AUTHORITY BOARD FOR A TERM TO EXPIRE JUNE 30, 2024. MOTION CARRIED 3-0.

RESOLUTION – Appointment; Lillian Werbin as a Non-Resident member of the Lansing Public Media Authority Board for a term to expire June 30, 2026

Ms. Werbin summarize her background, she co-owns elderly instruments, also sits on a few boards nationally and wanted to serve locally as well, currently moved out of Lansing in December 2023, but want to stay in touch. Councilmember Kost asked if she had time to service. Ms. Werbin responded she can build around her schedule and can make the time.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF LILLIAN WERBIN AS A NON-RESIDENT MEMBER OF THE LANSING PUBLIC MEDIA AUTHORITY BOARD FOR A TERM TO EXPIRE JUNE 30, 2024. MOTION CARRIED 3-0.

Ms. Hagen-Lawrence noted the Board contains seven members that include someone from OCA, the Finance Director, Director of Community Media, a Mayor's office representative. There are then three which two are residents of Lansing and one non-resident of Lansing.

RESOLUTION – Setting a Public Hearing on Special Assessment; Snow and Ice Removal Winter 2023-2024

Mr. Duong introduced himself and stated he is there to hopefully assist with questions. Councilmember Jackson reviewed what the assessment is for and the hearing would be June 24th.

Councilmember Hussain if residents have a opportunity to pay prior to it being assessed, Mr. Duong stated he believes they get options to pay but is unsure of the process. Councilmember Hussain also noted the small list for the snow removal, and Mr. Duong mentioned it was a mild year. Ms. Hagen-Lawrence noted that pursuant to the ordinance there is an assessment sent first class mail to the owner and if they fail to pay within 60 days it is then assessed to their taxes. Councilmember Hussain asked what contractor is used for this, Mr. Duong stated Myers Landscaping.

MOTION BY COUNCIL MEMBER KOST TO APPROVE THE RESOLUTION IN SETTING A PUBLIC HEARING ON SPECIAL ASSESSMENT; SNOW AND ICE REMOVAL WINTER 2023-2024. MOTION CARRIED 3-0.

RESOLUTION – Community Funding Application; Capitol Collective DBA Lansing 5:01 Dam Jam Music Festival

Ms. Richmond mentioned the applicant was unable to attend and stated the dates of the event. Councilmember Hussain indicated that everything looks to be in order and is the average request.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE COMMUNITY FUNDING APPLICATION FOR CAPITOL COLLECTIVE DBA LANSING 5:01 DAM JAM MUSIC FESTIVAL. MOTION CARRIED 3-0.

RESOLUTION – Claim Appeal; Claim #2056, 917 Chittock Street LLC for \$1,435 in trash fees at 926 Everett Drive

Mr. Wright disputed the fees and amount assessed based on debris removed. He owns several properties, believes there was 3 cubic yards max and was charged for a total of 27 yards. Ms. Puente stated that the property has been cited four times last year with two trash removals. Councilmember Jackson clarified the Committee is just talking about this one correct, Ms. Puente confirmed. Councilmember Jackson asked what the process is regarding yardage/cost. Ms. Puente answered contractors are guaranteed 1 in 3, which means one hour and three cubic yards, anything additional has to be authorized and the invoice is in the packet.

Councilmember Jackson asked if it went to the Claims Review Committee (CRC). Ms. Hagen-Lawrence responded yes it was heard and appropriate notices were sent with pictures provided and claim was denied. Councilmember Jackson asked Mr. Wright what prevented him from taking care of this, he responded he should have, he owns multiple properties and is a one man band, and reiterated he is not disputing the violation just the amount charged. Ms. Puente noted that amount includes the \$265 administrative fee. Councilmember Hussain noted what is charged is what is in the truck not after it is chipped as well as the City as incurred the cost already. Councilmember Jackson considered bringing in someone that could explain and deals with yardage, Councilmember Hussain asked if he was requesting someone from Trumble and he responded yes or the Committee take money off and push through. Councilmember Kost asked Ms. Puente why 27 yards was taken if the authorization form states 12 yards. She responded typically the contractor would call the code officer and ask for additional yardage, she cannot verify since their system is down.

Councilmember Hussain noted the original appeal centered around the removal prior to notification and read into the record what was written on the form “We are protesting this fee because the material debris was removed before the notice was delivered, we need proof of service”. Continuing he asked who submitted this and if it was an attorney or in the third person. Mr. Wright indicated it was someone who works for him. Councilmember Hussain suggested tabling and have someone from Trumble speak on the questions, Ms. Puente noted they are no longer contractors with the City. Councilmember Kost asked if the other violations were fixed, Ms. Puente confirmed two were removed and one done by the owner.

MOTION BY COUNCIL MEMBER KOST TO DENY THE CLAIM APPEAL #2056, 917 CHITTOCK STREET LLC FOR \$1,435 IN TRASH FEES AT 926 EVERETT DRIVE.

Councilmember Jackson asked what happened to the contractor, Ms. Puente noted the City did not terminate the agreement, Trumble gave the required 30 day notice to terminate the agreement.

MOTION CARRIED 2-1.

Other

Adjourn

Adjourned at 4:31pm

Submitted by Renee Richmond

Recording Secretary, Lansing City Council

Approved by the Committee on July 3, 2024