

# MINUTES OF REGULAR ROMULUS CITY COUNCIL MEETING

November 28, 2016

Romulus City Hall Council Chambers, 11111 Wayne Rd. Romulus, MI 48174

The meeting was called to order at 7:30 p.m. by Mayor Pro Tem John Barden.

## Pledge of Allegiance

## Roll Call

**Present:** Kathleen Abdo, John Barden, Linda Choate, Harry Crout, Sylvia Makowski.

**Excused:** Celeste Roscoe, William Wadsworth.

## Administrative Officials in Attendance:

LeRoy D. Burcroff

Stacy Paige, Treasurer

Ellen L. Craig-Bragg, Clerk

1. Moved by **Crout**, seconded by **Makowski** to accept the agenda as presented. **Motion Carried Unanimously.**

**16-465 2A.** Moved by **Abdo**, seconded by **Crout** to approve the minutes of the regular meeting of the Romulus City Council held on November 14, 2016. **Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout. Nays – None.**

**Abstain – Makowski (absent). Motion Carried.**

**16-466 2B.** Moved by **Abdo**, seconded by **Crout** to approve the minutes of the special meetings of the Romulus City Council held on November 14, 2016: 5:15 p.m. closed session, pending union/legal matters; 5:45 p.m. study session, City Quarterly Investments Report; 6:15 p.m. study session, City Purchasing Ordinance; 6:30 p.m. closed session, attorney opinion. **Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout. Nays – None. Abstain – Makowski (absent) Motion Carried.**

**3. Petitioner: None.**

## 4. Chairperson's Report:

**16-467 4A.** Moved by **Crout**, seconded by **Makowski** to recognize the 75<sup>th</sup> wedding anniversary of Harvey and Betty Rhodes. **Motion Carried Unanimously.**

**16-468 4B.** Moved by **Makowski**, seconded by **Crout** to adopt a memorial resolution for the family of Arthur Parker **Motion Carried Unanimously.**

**16-469 4C.** Moved by **Makowski**, seconded by **Crout** to adopt a memorial resolution for the family of Glenn Andersen. **Motion Carried Unanimously.**

4. Moved by **Makowski**, seconded by **Choate** to accept the Chairperson's Report. **Motion Carried Unanimously.**

## 5. Mayor's Report:

Jasmine Danci, Community Services Director, gave an update on upcoming City events.

**16-470 5A1.** Moved by **Crout**, seconded by **Makowski** to adopt a memorial resolution for the family of Bill Gibson. **Motion Carried Unanimously.**

**16-471 5A.** Moved by **Makowski**, seconded by **Abdo** to concur with the administration and approve the proposed Sub-recipient Agreement between the City of Romulus and Wayne County for the expenditure of Community Development Block Grant Funds. Term December 1, 2016 through December 30, 2021. **Motion Carried Unanimously.**

**16-472 5B.** Moved by **Crout**, seconded by **Makowski** to concur with the administration and authorize the closure of Hunt Street between Goddard Road and Bibbins Street, beginning at 4:00 p.m. on Friday, December 2, 2016 and ending at 8:30 p.m. on Friday, December 2, 2016 for the Christmas Tree Lighting in the Historical Park. **Motion Carried Unanimously.**

**16-473 5C1.** Moved by **Makowski**, seconded by **Abdo** to concur with the administration and allow the mayor and clerk to enter into a Memorandum of Understanding – which is an agreement with Dearborn Heights Fire Department, who is submitting a grant application on behalf of twelve (12) fire departments in Western Wayne County for Blue Card Incident Management System Training. **Motion Carried Unanimously.**

**16-474 5C2.** Moved by **Makowski**, seconded by **Abdo** to concur with the administration and authorize Kevin Krause, Deputy Fire Chief, as the representative for requesting funding and agreeing to the provisions of a grant on behalf of the City of Romulus Fire Department as stipulated in the Memo of Understanding regarding the Regional FEMA Assistance to Firefighter Grant Application. **Motion Carried Unanimously.**

**16-475 5D.** Moved by **Abdo**, seconded by **Choate** to concur with the administration and authorize renewal of the Michigan Municipal League membership dues for January 1, 2017 through December 31, 2017 in the amount of \$7,088.00. **Motion Carried Unanimously.**

**16-476 5E.** Moved by **Makowski**, seconded by **Crout** to concur with the administration and approve the re-appointment of William Crova to the (Employee) Health Care Plan and Trust Committee with a term to expire on November 29, 2018. **Motion Carried Unanimously.**

**16-477 5F.** Moved by **Crout**, seconded by **Makowski** to concur with the administration and approve the contract between the George Auch Company and the City of Romulus for the construction management services for the construction of a new 34<sup>th</sup> District Court. The cost of the pre-construction services are \$20,800. The cost of general conditions with reimbursables will be \$367,472 and a construction management fee of 1.95 percent of the project costs. Discussion: Tim Keyes, Economic Development Director explained reimbursables. **Motion Carried Unanimously.**

**16-478 5G.** Moved by **Crout**, seconded by **Makowski** to concur with the administration award Bid ITB 16/17-05 and allow the mayor and clerk to enter into a contract with Partners in Architecture for the initial phase (pre-design thru schematic phase) of the 34<sup>th</sup> District Court Project at a cost of \$38,500, contingent upon the approval of the contract language by the City's Corporate Counsel, Stephen J. Hitchcock. **Motion Carried Unanimously.**

**16-479 5H.** Moved by **Choate**, seconded by **Crout** to concur with the administration and award Bid ITB 16/17-08 to the overall lowest responsive and responsible bidder, Associated Newspapers of Michigan, for the printing and publication of official notices and to establish the City's official newspaper for 2017. **Motion Carried Unanimously.**

**16-480 5I.** Moved by **Makowski**, seconded by **Abdo** to concur with the administration and award Bid ITB 16/17-09 to the lowest responsive, responsible bidder, Holden Industries, for the acquisition of a \$30,000 capacity easy loader trailer and options for the DPW in the amount of \$19,160.00. **Motion Carried Unanimously.**

**16-481 5J.** Moved by **Makowski**, seconded by **Choate** to concur with the administration and award Bid ITB 16/17-10 to the only bidder, Jam Best One Fleet Service, for two years for the purchase of tires on an as-needed basis. **Motion Carried Unanimously.**

**16-482 5K.** Moved by **Makowski**, seconded by **Crout** to concur with the administration and award Bid ITB 16/17-11 to the lowest bidder, Teddy's Lawn & Landscaping, LLC in the amount of \$14,500 for snow removal and ice management for the 2016/2017 season for the Romulus Athletic Center. **Motion Carried Unanimously.**

**16-483 5L.** Moved by **Makowski**, seconded by **Crout** to recognize a transfer out from General Fund to the 34<sup>th</sup> District Court Construction fund to cover the costs for invoices to Orchard Hiltz and McCliment associated with work completed through June 30, 2016.

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
<b>General Fund</b>				
<b>Expenditures:</b>				
101-966-999.401	Transfer Out - General Fund	-	305,293.00	305,293.00
<b>Fund Balance</b>				
101-000-393.401	Assigned Fund Balance	305,293.00	(305,293.00)	-
<b>34th District Court - Building Fund</b>				
<b>Revenues</b>				
401-000-699.101	Transfer in - General Fund	-	305,293.00	305,293.00
<b>Expenditures:</b>				
401-000-980.000	Project Costs	-	305,293.00	305,293.00
To recognize a transfer out from General Fund to the 34 <sup>th</sup> District Court Construction Fund to cover the costs for invoices to Orchard Hiltz and McCliment associated with work completed through June 30, 2016				

**Motion Carried Unanimously.**

**16-484 5M.** Moved by **Makowski**, seconded by **Choate** to amend the FY 16/17 Budget to account for the contract for Architectural and Construction Management Services as recommended by the Economic and Community Development Director.

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
<b>34th District Court - Building Fund</b>				
<b>Expenditures:</b>				
401-000-980.000	Project Costs	305,293.00	60,000.00	365,293.00
<b>Fund Balance</b>				
401-000-390.000	Fund Balance	352,231.06	(60,000.00)	292,231.06
To amend the FY 16/17 Budget to account for the contract for Architectural and Construction Management Services as recommended by the Economic and Community Development Director. <b>Motion Carried Unanimously.</b>				

**16-485 5N.** Moved by **Makowski**, seconded by **Choate** to amend FY 16/17 budgeted expenditures for additional costs incurred for the November 2016 General Election.

FUND/DEPT. ACCOUNT NO.	ACCOUNT NAME	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET
<b>General Fund</b>				
<b>Expenditures:</b>				
101-262-729.000	Election Supplies	35,150.00	5,663.00	40,813.00
101-262-818.000	Contractual Services	28,000.00	4,200.00	32,200.00
<b>Fund Balance</b>				
101-000-390.000	Unassigned - Fund Balance	3,634,563.58	(9,863.00)	3,624,700.58
To amend FY 16/17 budgeted expenditures for additional costs incurred for the November 2016 General Election. <b>Motion Carried Unanimously.</b>				

## 6A. Clerk's Report:

**16-486 6A1.** Moved by **Makowski**, seconded by **Abdo** to approve second reading, final adoption to amend the City Purchasing Ordinance and to add two new sections – Section 39-14, Local Preference Provisions and Section 39-15, Insurance Coverages. **Motion Carried Unanimously.**

## 6B. Treasurer's Report:

**16-487 6B1.** Moved by **Makowski**, seconded by **Crout** to adopt a memorial resolution for the family of Arthur Theodore Gorgan.

## 7. Public Comment:

A gentleman presented himself as a business owner, educator, and physician who is interested in putting a medical marijuana facility together with a group of other physicians. He is asking the City to adopt ordinances to implement medical marijuana facilities. Jan Lemmon, Chairperson, Cemetery Board of Trustees, gave a reminder of the December 2, 2016 spaghetti fund-raiser dinner to be held at the VFHW Hall. Gina Steward, editor of The Telegram Newspaper, asked if the 34<sup>th</sup> District Court budget amendment (approved this evening) was derived from fines collected at the court.

## 8. Unfinished Business:

Mayor Burcroff responded to Gina Steward's question regarding the court budget amendment (yes, the funds were derived from court fines.)

## 9. New Business

## 10. Communication:

Councilwoman Makowski announced upcoming events to be held at the Romulus Library.

**16-488 11.** Moved by **Choate**, seconded by **Crout** to pay Warrant 16-22 in the amount of \$2,110,506.17. **Motion Carried Unanimously.**

**12.** Moved by **Makowski**, seconded by **Abdo** to adjourn the regular meeting of the Romulus City Council. **Motion Carried Unanimously.**

I, Ellen L. Craig-Bragg, Clerk for the City of Romulus, Michigan do hereby certify the foregoing to be a true copy of the minutes of the regular meeting of the Romulus City Council held on November 28, 2016.