

**MINUTES OF REGULAR ROMULUS CITY COUNCIL MEETING
March 5, 2018**

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: Kathleen Abdo, John Barden, Celeste Roscoe, Tina Talley, William Wadsworth, Eva Webb, Virginia Williams.

Administrative Officials in Attendance:

LeRoy D. Burcroff, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

1. *Amended* Agenda - Approval

2. Minutes

A. Approval of the minutes from the regular meeting held February 26, 2018.

B. Approval of the minutes from the special meeting held February 26, 2018:

Open session, State of the Library Address and MI Economic Development Corporation.

3. Petitioner

4. Chairperson's Report, John Barden, Mayor Pro-Tem

5. Mayor's Report – LeRoy D. Burcroff, Mayor

A. Extension of ITB 16/17-30, Cemetery & Downtown Alley Grass Cutting 2018 Season.

B. ITB 17/18-16, 2018 4x4 Pickup Truck and 2018 SUV – RPD.

C. ITB 17/18-22, Olive Street Water Main Improvements.

D. Authorization to purchase two (2) heart monitors through Grant Award – RFD.

E. Revised Employee Policy #34.

F. Ecorse & Vining Roads Construction Contract Modification #2.

G. Amendment to contract for project/design of the 34th District Court.

H. Introduction of Budget Amendment 17/18-24, Ecorse & Vining Road construction.

I. Introduction of Budget Amendment 17/18-25, General Fund.

J. Introduction of Budget Amendment 17/18-26, General Fund.

K. Western Wayne Mutual Aid (WWMA) Agreement.

6A. Clerk's Report – Ellen L. Craig-Bragg, Clerk

1. Second reading, final adoption of Budget Amendment 17/18-22.

2. Second reading, final adoption of Budget Amendment 17/18-23.

3. Request to schedule two (open meeting) study sessions and one public hearing – all regarding the FY 2018-2019 City of Romulus budget.

FOR YOUR INFORMATION:

1. Comcast – New Gigabit Internet Service is now available.

6B. Treasurer's Report – Stacy Paige, Treasurer

6C. Attorney's Report

1. Approval of contract language for RFP 17/18-12, Fire Alarm and Suppression System upgrades – library and city hall.

7. Public Comment – Citizens are to limit their comments to three (3) minutes. All citizens wishing to speak will be heard.

8. Unfinished Business

9. New Business

10. Communication

11. Adjournment

1. Moved by **Talley**, seconded by **Roscoe** to accept the agenda as amended.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.

Nays – None.

Motion Carried Unanimously.

18-073 **2A.** Moved by **Wadsworth**, seconded by **Abdo** to approve the minutes of the regular meeting of the Romulus City Council held on February 26, 2018.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb.
Nays – None.
Abstain – Williams.
Motion Carried.

18-074 **2B.** Moved by **Abdo**, seconded by **Talley** to approve the minutes of the special meeting held on Monday, February 26, 2018 – Open session, State of the Library Address and Michigan Economic Development Corporation (MEDC).

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb.
Nays – None.
Abstain – Williams.
Motion Carried.

3. Petitioner: None.

4. Chairperson’s Report:

Mayor Pro-Tem John Barden announced the free Spring City-wide yard sale dates: Thursday, May 17 through Sunday, May 20, 2018 and rain dates of Thursday, May 24, through Sunday, May 27, 2018.
Jan Lemmon, Cemetery Board of Trustees Chairperson, spoke about the Romulus Cemetery Rules and Regulations; and, she announced a spaghetti dinner fundraiser on April 20, 2018 from 5 p.m. until 7:00 p.m. at the VFW Hall with proceeds for the purchase of a new headstone for a medal of honor recipient who is buried in the Romulus Memorial Cemetery.
Councilman Wadsworth gave a reminder of the upcoming fundraisers – Pucks for Pets and Animal Shelter Bowl-a-Thon.

4. Moved by **Roscoe**, seconded by **Talley** to accept the Chairperson’s Report.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

5. Mayor’s Report:

Mayor Burcroff presented a video of upcoming city events.

18-075 **5A.** Moved by **Wadsworth**, seconded by **Abdo** to concur with the administration and extend Bid ITB 16/17-30 to Matt Lee’s Lawn Service per the terms of the contract for the 2018 lawn mowing season.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

18-076 **5B.** Moved by **Webb**, seconded by **Talley** to concur with the administration and award Bid ITB 17/18-16 to the lowest responsive and responsible bidder, Jack Demmer Ford, for the acquisition of one 2018 full-size 4x4 pickup truck and one 2018 SUV for the City of Romulus Police Department in the amount of \$59,443.00.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

18-077 **5C.** Moved by **Roscoe**, seconded by **Webb** to concur with the administration and award Bid ITB 17/18-22 to the lowest responsive and responsible bidder, Fontana Construction, for water main improvements in the amount of \$505,455.00 along with a ten percent (10%) contingency in the amount of \$50,545.50 for any unforeseen work needed to complete the project.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

18-078 **5D.** Moved by **Webb**, seconded by **Roscoe** to concur with the administration and authorize the purchase of two (2) Zoll Heart Monitors through the Beaumont Grant for the Romulus Fire Department in the amount of \$61,591.03.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

18-079 **5E.** Moved by **Talley**, seconded by **Wadsworth** to concur with the administration and legal counsel to adopt the update to the Employee Policy and Procedure Manual – Policy #34, effective March 5, 2018.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

18-080 **5F.** Moved by **Roscoe**, seconded by **Talley** to concur with the administration and authorize the mayor and clerk to enter into contract modification No. 2 for the Vining and Ecorse Road Construction Project with Dan's Excavating in the amount of \$77,067.94.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

18-081 **5G.** Moved by **Roscoe**, seconded by **Talley** to concur with the administration and approve an amendment to the previously approved contract for project/design development of the new 34th District Court building, between Partners in Architecture, PLC and the City of Romulus.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb.
Nays – Williams.
Motion Carried.

18-082

5H. Moved by **Talley**, seconded by **Abdo** to concur with the administration and introduce Budget Amendment 17/18-24 to correct revenue line item to reflect actual contributions received (County contribution for Ecorse only). Additionally, to accurately budget for anticipated project costs as bid out and in line with actual bond proceeds received.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
Ecorse & Vining Road Construction				
Revenue				
402-000-674.297	Contributions from others	3,537,290	(1,937,290)	1,600,000
Expense				
402-000-980.001	Project Costs	11,360,627	1,599,238	12,959,865

To correct revenue line item to reflect actual contributions received (County contribution for Ecorse only). Additionally, to accurately budget for anticipated project costs as bid out and in line with actual bond proceeds received.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
 Nays – None.
 Motion Carried Unanimously.

18-083

5I. Moved by **Webb**, seconded by **Roscoe** to concur with the administration and introduce Budget Amendment 17/18-25 to increase anticipated investment earnings with funds transferred to PFM and account for service charges that are still owed at Comerica. This has no impact to the General Fund fund balance.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
General Fund				
Revenues				
101-000-664.000	Investment Earnings	10,000	9,000	19,000
Expenditure				
101-253-827.000	Bank Service Fees	15,000	9,000	24,000

To increase anticipated investment earnings with funds transferred to PFM and account for service charges that are still owed at Comerica. No impact to General Fund fund balance.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
 Nays – None.
 Motion Carried Unanimously.

18-084

5J. Moved by **Roscoe**, seconded by **Webb** to concur with the administration and introduce Budget Amendment 17/18-26 to acknowledge the Beaumont Foundation Grant awarded to the Romulus Fire Department for ALS heart monitors. This has no impact to the General Fund fund balance.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
General Fund				
Revenues				
101-336-675.003	Fire Donations/Grants-Local	-	61,592	61,592
Expenditure				
101-336-970.336	Fire Capital Outlay-Fire Grant	-	61,592	61,592

To acknowledge the Beaumont Foundation Grant awarded to the Romulus Fire Department for ALS Heart Monitors. Note: This has no affect on the General Fund’s fund balance.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
 Nays – None.
 Motion Carried Unanimously.

18-085 **5K.** Moved by **Wadsworth** seconded by **Talley** to concur with the administration and authorize the mayor and clerk to enter into an agreement with Western Wayne County consortium for the mutual aid police services. No fees are charged to participating jurisdictions for the use of mutual aid.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None
Motion Carried Unanimously.

6A. Clerk’s Report:

Clerk Ellen Craig-Bragg spoke about the Romulus Memorial Cemetery Rules and Regulations; and, effective March 1st, the cemetery is opened from 8:00 a.m. until 8:00 p.m.

18-086 **6A1.** Moved by **Roscoe**, seconded by **Webb** to approve second reading, final adoption of Budget Amendment 17/18-22, Motor Vehicle Fund which was introduced at the Council meeting of February 26, 2018.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb.
Nays – None.
Abstain – Williams.
Motion Carried.

18-087 **6A2.** Moved by **Wadsworth**, seconded by **Abdo** to approve second reading, final adoption of Budget Amendment 17/18-23, Garbage and Rubbish Removal which was introduced at the Council meeting of February 26, 2018.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb.
Nays – None.
Abstain – Williams.
Motion Carried.

18-088 **6A3.** Moved by **Roscoe**, seconded by **Abdo** to schedule two (open meeting) study sessions; the first one on Monday, April 9, 2018 at 6:00 p.m. and the second one on Monday, April 23, 2018 at 6:00 p.m. to discuss the FY 2018-19 City of Romulus budget – also to schedule a budget public hearing on Monday, May 7, 2018 at 6:30 p.m.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.
Nays – None.
Motion Carried Unanimously.

6B. Treasurer’s Report:

Treasurer Stacy Paige gave a reminder about using the DivDat kiosk at the RAC to pay taxes instead of driving to Detroit.

6C1. Attorney’s Report: No action taken.

7. Public Comment:

A resident thanked the City for fixing the potholes in the roads and asked for help to get rid of a large growing vine behind his property.

8. Unfinished Business: None.

9. New business: None.

10. Communication:

On behalf of the Romulus High School Honors Society, Councilwoman Abdo gave a thank you to everyone who supported the “Chad Tough” fundraiser.

Councilwoman Roscoe announced the Girl Scout Cookies drive-thru sale on March 11, 2018 at Blue Sky Restaurant.

Councilwoman Abdo announced that the RAC is having great deals right now for renewing memberships.

11. Moved by Wadsworth, seconded by Roscoe to adjourn the regular meeting of the Romulus City Council.

Roll Call Vote: Ayes – Abdo, Barden, Roscoe, Talley, Wadsworth, Webb, Williams.

Nays – None.

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 March 5, 2018.



Ellen L. Craig-Bragg, City Clerk
City of Romulus, Michigan