

MINUTES OF REGULAR ROMULUS CITY COUNCIL MEETING
November 6, 2017

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, Linda Choate, Harry Crout, Sylvia Makowski, Celeste Roscoe, William Wadsworth.

Administrative Officials in Attendance:

LeRoy D. Burcroff, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

1. Agenda - Approval

2. Minutes

A. Approval of the minutes from the regular meeting held October 23, 2017.

B. Approval of the minutes from the special meetings held October 23, 2017:

6:45 p.m. open session, Aerotropolis Proposal to Revise Interlocal Agreement.

7:00 p.m. closed session, Attorney Opinion.

3. Petitioner: None.

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

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

A. Romulus Arts Council Board re-appointments and appointment.

B. Tax Increment Revenue Collection and Retention Agreement.

C. Aerotropolis Development Area Tax Increment Revenue Collection and Retention Agreement.

D. Seasonal Lighting – Merriman Road.

E. Sub-Recipient Agreement for Wayne County, CDBG Program (July 1, 2017 thru June 30, 2022).

F. Change Order – CDBG Fire Station Rehab Project.

G. Budget Amendment 17/18-13, General Fund.

H. Budget Amendment 17/18-14, Vining Road Extension – Ecorse Road Construction.

I. Budget Amendment 17/18-15, CDBG.

J. Budget Amendment 17/18-16, CDBG.

K. Employee Policy and Procedures Manual Provisions.

L. Officer Compensation Commission Appointment.

M. For Your Information:

1. Communication from Lynn Conway – RE: Previously awarded ITB 17/18-09

Motor Oil, Solvents, Lubricants & Antifreeze.

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

1. Second reading, final adoption of Budget Amendment 17/18-11, Brownfield Redevelopment Authority.

2. Second reading, final adoption of Budget Amendment 17/18-12, Vining Road Extension – Ecorse Road Construction.

3. Second reading, final adoption of proposed City of Romulus Distributed Antenna Systems Ordinance (DAS).

4. Second reading, final adoption of proposed City of Romulus Ordinance Chapter 36, Article V, Offenses Against Peace to add "Requirements of Property Owners to Prohibit Disorderly Persons from Use or Possession of Property."

5. Second reading, final adoption of proposed City of Romulus Ordinance Chapter 58, Article II, a new section to Prevent Distracted Driving in the City of Romulus.

6. Second reading, final adoption of proposed City of Romulus Ordinance to amend Article VII to add Sections 8-238 to 8-249 for Registration of Rental Properties in the City of Romulus.

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

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 **Makowski**, seconded by **Roscoe** to accept the agenda as presented.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-364

2A. Moved by **Crout** seconded by **Abdo** to approve the minutes of the regular meeting of the Romulus City Council held on October 23, 2017.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-365

2B. Moved by **Wadsworth**, seconded by **Abdo** to approve the minutes of the special meeting of the Romulus City Council held on October 23, 2017; Open Session, Aerotropolis Proposal to Revised Interlocal Agreement; Closed Session, Attorney Opinion.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

3A. Petitioner: None.

4. Chairperson’s Report:

Mayor John Barden presented awards for the Scarecrow Contest: first prize, Fire Department; second prize, Boy Scouts Troop 872; third prize, Romulus Library.
Councilman Crout announced that “Helping Hands” is in need of turkey donations for Thanksgiving.

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

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

5. Mayor’s Report:

17-366

5A. Moved by **Wadsworth**, seconded by **Crout** to concur with the administration to re-appoint Maria Lambert, Debbie Hoffman, Julie Wojtylko, Cynthia Keleman, Ellen Craig-Bragg, Lynn Conway and Merrie Druyor to the Romulus Arts Council with all terms to expire on November 11, 2019.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-367

5A1. Moved by **Makowski**, seconded by **Choate** to concur with the administration to appoint resident Lauren Wilhide to the Romulus Arts Council with a term to expire on November 11, 2019.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-368

5A2. Moved by **Makowski**, seconded by **Roscoe** to adopt a memorial resolution for the family of William “Billy” Campbell.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-369 **5B.** Moved by **Makowski**, seconded by **Roscoe** to concur with the administration and authorize the mayor and clerk to enter into the Tax Increment Revenue Collection and Retention Agreement between the City of Romulus and the Local Development Finance Authority of the Detroit Region Aerotropolis Development Corporation.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-370 **5C.** Moved by **Wadsworth**, seconded by **Abdo** to concur with the administration and authorize the mayor and clerk to enter into the Aerotropolis Development Area and Tax Increment Revenue Collection and Retention Agreement.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-371 **5D.** Moved by **Makowski**, seconded by **Wadsworth** to concur with the administration and authorize the proposal from WH Canon for holiday lighting along the Merriman Road corridor (from I-94 to Leonardo’s) with the price not to exceed \$6,655.00.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-372 **5E.** Moved by **Choate**, seconded by **Crout** 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 July 1, 2017 through June 30, 2022, pending revision of the agreement to reflect Workers’ Compensation language agreement not to exceed \$500,000.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-373 **5F.** Moved by **Makowski**, seconded by **Choate** to concur with the administration and authorize the change order for additional services proposed by OHM associated with the CDBG Fire Station Rehab Project in an amount not to exceed \$38,512.50.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-374 **5G.** Moved by **Wadsworth**, seconded by **Abdo** to concur with the administration to increase the Building Department’s overtime account for increased workload due to several new large developments. The expenses are offset with revenues from permit fees.

<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					
	101-371-477.000	Building Permits/City Certs	725,000	51,810	776,810
Expenditures:					
	101-371-710.000	Building Safety - Overtime	16,000	50,000	66,000
	101-371-715.000	Building Safety-Social Security	31,260	750	32,010
	101-371-715.001	Building Safety – Medicare	7,320	720	8,040
	101-371-722.000	Building Safety-Worker’s Comp	4,060	340	4,400

To increase the Building Department’s overtime account for increased workload due to several new large developments. The expenses are offset with revenues from permit fees.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-375

5H. Moved by **Makowski**, seconded by **Roscoe** to concur with the administration to increase the project budget to cover additional costs with the Vining Road/Ecorse Road improvements (reimbursement funds received and deposited).

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
Vining Road Ext-Ecorse Rd. Construction				
<u>Expenditures:</u>				
402-000-980.001	Project Costs	2,266,000	1,271,290	3,537,290
<u>Revenues:</u>				
402-000-674.297	Contribution from Others	2,266,000	1,271,290	3,537,290
To increase the project budget to cover additional costs with the Vining Road/Ecorse Road improvements (reimbursement funds received and deposited).				

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-376

5I Moved by **Choate**, seconded by **Makowski** to concur with the administration to adjust budgeted expenditures amounts based on Wayne County’s Sub-Recipient Agreement received October 27, 2017.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
Comm. Dev. Block Grant				
<u>Revenue:</u>				
252-000-501.100	Federal Grant Revenue	580,472	(15,184)	565,288
<u>Expenditures:</u>				
252-000-831.017	General Admin 17-24-21A	15,180	(1,517)	13,663
252-000-844.017	Senior Services 17-24-05A	22,770	(2,276)	20,494
252-000-847.017	DWTN Fac/Rehab 17-24-14E	20,000	(2,000)	18,000
252-000-887.017	Econ Dev-Rom Fire Sta 17-24-04	93,860	(9,391)	84,469

To adjust budgeted expenditures amounts based on Wayne County Subrecipient Agreement received 10/27/17.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-377

5J. Moved by **Choate**, seconded by **Makowski** to concur with the administration to recognize additional program income revenue from repayment of liens and additional program income expenses.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
Comm. Dev. Block Grant				
<u>Revenue:</u>				
252-000-683.000	Program Income-Repayment Repayment of Liens	15,000	14,440	29,440
<u>Expenditures:</u>				
252-000-844.000	Program Income	10,000	14,440	24,440
To recognize additional program income revenue from repayment of liens and additional program income revenue expenses. (Note: This has no effect on fund balance)				

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-378 **5K.** Moved by **Makowski**, seconded by **Choate** to concur with employee committee, the administration and legal counsel and adopt the updates to the employee policy and procedure manual – policies #3, #4, #6, #7, #8, #10, #11, #13, #15, #17, #18, #21, #22, #24; replacement policies #27 and #32 and new policy #36.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-379 **5L.** Moved by **Wadsworth**, seconded by **Roscoe** to concur with the administration and approve the appointment of Catherine Morse to the City of Romulus Officer Compensation Commission with a term to expire on June 24, 2019.

Roll Call Vote: Ayes – Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – Abdo.
Motion Carried.

6A. Clerk’s Report:

City Clerk, Ellen Craig-Bragg, announced that November 7th is Election Day. For those voting at Halecreek and Barth Schools, they must use the front entrance.

At the RAC there will be designated voters parking; and, handicap parking will be available at all locations.

Election results will be available on the city website and the returns will be in after 8:00 p.m.

A resident spoke about 6A6, Renters Ordinance.

17-380 **6A1.** Moved by **Wadsworth**, seconded by **Makowski** to approve second reading, final adoption of Budget Amendment 17/18-11, Brownfield Redevelopment Authority which was introduced at the Council meeting of October 23, 2017.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-381 **6A2.** Moved by **Choate**, seconded by **Crout** to approve second reading, final adoption of Budget Amendment 17/18-12, Vining Road Extension – Ecorse Road Construction which was introduced at the Council meeting of October 23, 2017.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-382 **6A3.** Moved by **Makowski**, seconded by **Wadsworth** to approve second reading, final adoption of City of Romulus Distributed Antenna Systems Ordinance (DAS). This ordinance was introduced at the Council meeting of October 23, 2017.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-383 **6A4.** Moved by **Makowski**, seconded by **Roscoe** to approve second reading, final adoption of City of Romulus Ordinance Chapter 36, Article V, Offenses Against Peace to add “Requirements of Property Owners or Prohibit Disorderly Persons from Use or Possession of Property.” This ordinance was introduced at the Council meeting of October 23, 2017.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-384

6A5. Moved by **Wadsworth**, seconded by **Choate** to approve second reading, final adoption of City of Romulus Ordinance Chapter 58, Article II, a new section to Prevent Distracted Driving in the City of Romulus. This ordinance was introduced at the Council meeting of October 23, 2017.
Discussion: Councilwoman Abdo asked for clarification of the ordinance.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

17-385

6A6. Moved by **Makowski**, seconded by **Choate** to approve second reading, final adoption of City of Romulus Ordinance to amend Article VII to add Sections 8-238 to 8-249 for Registration of Rental Properties in the City of Romulus. This ordinance was introduced at the Council meeting of October 23, 2017.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

6B. Treasurer’s Report:

City Treasurer, Stacy Paige, announced that winter tax bills will be mailed out on December 1st. The bills are due on February 14, 2017. For further information, call the Treasurer’s Office at 734-942-7580.

7. Public Comment:

Romulus Flyers treasurer thanked the City for their continued support of the Flyers.
A resident asked about the food pantry that was supposed to open on Merriman Road and asked about the process of getting a handicap sign in front of her house.
A resident asked for a memorial resolution.
A resident spoke about putting people first.
A resident asked about the Distracted Driving Ordinance.

17-386

7A. Moved by **Makowski**, seconded by **Choate** to adopt a memorial resolution for the family of Cynthia M. Mulenga-Alexander.

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
Nays – None.
Motion Carried Unanimously.

8. Unfinished Business:

Mayor Burcroff advised that he will address the handicap sign process.
City Attorney, Steve Hitchcock, addressed the distracted driving inquiry.

9. New Business:

Councilman Wadsworth presented Councilwoman Choate with a resolution recognizing her retirement.
Jan Lemmon, Chairperson, Cemetery Board of Trustees, spoke about Councilwoman Choate’s dedication to the Cemetery Board of Trustees as the Council Liaison.
Clerk Ellen Craig-Bragg presented a gift to Councilwoman Choate for her retirement; then a video honoring Councilwoman Choate was shown in the Council Chambers.
Mayor Pro-Tem John Barden turned the meeting over to Councilwoman Choate for her to chair the rest of the meeting and she thanked everyone for all the love and support.
Councilwoman Roscoe announced that Boy Scouts Troop 872 will be passing out “Can Do” bags; and, the food that is collected will be donated to Romulus residents.
Councilman Wadsworth spoke about the recent loss of two outstanding citizens of the City of Romulus, Madeline Arkuski and Phil Renke.

10. Communication:

Councilwoman Roscoe announced that Boy Scouts Troop 872 will be passing out “Can Do” bags; and, the food that is collected will be donated to Romulus residents.
Councilman Wadsworth spoke about the recent loss of two outstanding citizens of the City of Romulus, Madeline Arkuski and Phil Renke.

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

Roll Call Vote: Ayes – Abdo, Barden, Choate, Crout, Makowski, Roscoe, Wadsworth.
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 November 6, 2017.



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