

**MINUTES OF REGULAR ROMULUS CITY COUNCIL MEETING
September 8, 2015**

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

The meeting was called to order at 7:30 p.m. by Chairwoman Pro-Tem, Linda Choate.

Pledge of Allegiance

Roll Call

Present: Kathleen Abdo, Linda Choate, Harry Crout, Sylvia Makowski, Celeste Roscoe, William Wadsworth.

Excused: John Barden.

Administrative Officials in Attendance:

LeRoy D. Burcroff

Stacy Paige, Treasurer

Ellen L. Craig-Bragg, Clerk

1. Agenda - Approval.

2. Minutes

A. Approval of the minutes from the regular meeting held August 24, 2015.

B. No special meetings were held on August 24, 2015.

3. Petitioner: None.

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

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

A. Disposal of City property – Romulus Fire Department.

B. Fiscal Year 2014/2015 Encumbrance Listing.

C. Budget Amendment 14/15-26, General Fund.

D. Budget Amendment 15/16-4, General Fund.

E. Budget Amendment 15/16-5, Municipal Library Fund.

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

1. First reading of an ordinance to provide for a procedure for Council to consider vacation of a street or alley.

2. Fire Department proposed updates to fee schedule

3. Study session request from Finance Director, Suzanne Moreno, to discuss Downriver Utility Water Authority (DUWA) proposed rate increases affecting all Downriver Communities' sewage customers.

4. First reading to amend Romulus Code of Ordinances, Chapter 36, Offenses, to change name of false alarms to nuisance alarms.

5. First reading to amend Romulus Code of Ordinances, Chapter 22, Article III, Fire Lanes, Sections 22-57 and 22-59 and Article IX, Outdoor and Open Burning Section 22-261.

6. First reading to amend Romulus Code of Ordinances, Chapter 2, Article VI, Departments, Section 2-389(d) Authorized Personnel to issue violations of Chapter 2 and 22.

For Your Information:

1. Transfer ownership of 2015 SDM License, Zetw Management, Inc. 37575 Huron River Drive.

2. #1 Bar and Grill, LLC – denied request to transfer ownership of 2015 Class C license with Sunday sales permit, entertainment permit and topless activity permit, located at 13201 Middlebelt Road.

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

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

15-305

2A. Moved by **Wadsworth**, seconded by **Abdo** to approve the minutes of the regular meeting of the Romulus City Council held on August 24, 2015.

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

3. **Petitioner:** None.

4. Chairperson’s Report:

Robin Underwood, from the Wayne County Clerk’s Office, announced that the Wayne County Clerk’s Office downtown location will be closed for lunch Monday through Friday from 11:30 a.m. to 12:30 p.m.

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

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

5. Mayor’s Report

Mayor Burcroff presented the Employee of the Month awards for July, 2015: Gary Harris, Administrative; Justin Laskaska, Labor and Trades; and Roger Salwa, Public Safety. Dennis Davidson, Cable Production Coordinator, announced upcoming events in the City of Romulus and the list can be found on government channel 18.

15-306

5A. Moved by **Wadsworth**, seconded by **Makowski** to authorize the Romulus Fire Department to dispose of Rescue #4 through the Michigan Inter-Governmental Trade Network Virtual Auction site (MITN) in accordance with the City’s Property Disposal Policy with a disposal fee of \$6.00.

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

15-307

5B. Moved by **Makowski**, seconded by **Roscoe** to concur with the administration and authorize approval of the fiscal year 2014/2015 encumbrances for supplies and services in the amount of \$484,384.76.

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

15-308

5C. Moved by **Makowski** seconded by **Crout** to introduce Budget Amendment 14/15-26 to recognize additional penal files revenue for the 2014/15 fiscal year and to cover 2014/15 fiscal year budget overages.

FUND/DEPT.		CURRENT		AMENDED
ACCOUNT NO.	ACCOUNT NAME	BUDGET	AMENDMENT	BUDGET
Municipal Library Fund				
Revenues				
271-790-656.000	Library Penal Fines Revenue	60,000	14,337	74,337

Expenditures

271-790-702.000	Library Regular Wages	60,000	84	60,084
271-790-703.000	Library Part-Time Wages	110,475	5,365	115,840
271-790-715.000	Library Social Security	10,569	349	10,918
271-790-715.001	Library Medicare	2,472	81	2,553
271-790-716.000	Library Retirement	5,700	1,200	6,900
271-790-722.000	Library Worker's Compensation	96	308	404
271-790-760.005	Library Books - Print/Non-print	40,000	2,677	42,677
271-790-760.015	Library Programming	3,000	1,188	4,188
271-790-818.000	Library Contractual Services	3,720	1,287	5,007
271-790-970.000	Library Capital Outlay	0	1,798	1,798

To recognize additional penal fines revenue for the 2014/15 fiscal year and to cover 2014/15 fiscal year budget overages.

*Note: This has no effect on fund balance

Roll
Call

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

15-309 **5D.** Moved by **Wadsworth**, seconded by **Abdo** to move the unused funds for an out-of-state conference that was budgeted and approved in the 14/15 fiscal year that actually occurs in the 15/16 fiscal year.

<u>FUND/DEPT.</u>		<u>CURRENT</u>		<u>AMENDED</u>
<u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>BUDGET</u>	<u>AMENDMENT</u>	<u>BUDGET</u>
General Fund				
<u>Expense</u>				
101-253-960.000	Treasurer Educ., Trng. & Workshops	2,600	1,500	4,100
<u>Fund Balance</u>				
101-0000-390.00-00	General Fund Fund Balance	2,412,173	(1,500)	2,410,673

To move the unused funds for a conference that was budgeted and approved in 14/15 fiscal year that actually occurs in the 15/16 fiscal year.

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

15-310 **5E.** Moved by **Makowski**, seconded by **Crout** to cover additional projected expenses for the 2015/16 fiscal year as approved by the Library Board on August 19, 2015.

<u>FUND/DEPT.</u>		<u>CURRENT</u>		<u>AMENDED</u>
<u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>BUDGET</u>	<u>AMENDMENT</u>	<u>BUDGET</u>
Municipal Library				
<u>Fund</u>				
<u>Revenues</u>				
271-790-606.000	Court Charges - Restitution	-	900	900
<u>Expenditures</u>				
271-790-858.001	Library Telecommunications	13,740	634	14,374
271-790-858.002	Library Shared Automation	28,600	1,000	29,600
271-790-931.000	Library Maintenance Contracts	250	500	750
271-790-935.002	Library Bldg Maint - Restitution	-	1,305	1,305
271-790-960.000	Library Education/Training/Workshops	2,300	300	2,600

Fund Balance

271-0000-390.00-00	Municipal Library Fund Balance	154,146	(2,839)	151,307
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To cover additional projected expenses for the 2015-16 fiscal year as approved by the Library Board on 8/19/15.

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

15-311 **6A1.** Moved by **Makowski**, seconded by **Roscoe** to introduce an ordinance to provide a procedure for Council to consider vacation of a street or alley.

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

15-312 **6A2.** Moved by **Makowski**, seconded by **Roscoe** to concur with Deputy Fire Chief, Kevin Krause, and approve the proposed updates to the Fire Department fee schedule.

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

15-313 **6A3.** Moved by **Wadsworth**, seconded by **Makowski** to schedule a study session with finance director, Suzanne Moreno, to discuss Downriver Utility Water Authority (DUWA) proposed rate increases affecting all Downriver Communities' sewage customers. The meeting will take place in the Romulus City Council Chambers on Monday, September 28, 2015 at 6:30 p.m.

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

15-314 **6A4.** Moved by **Roscoe**, seconded by **Makowski** to introduce an ordinance to amend Chapter 36, Offenses, Article II, Section 36-30, Change Name of False Alarms to Nuisance Alarms.

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

15-315 **6A5.** Moved by **Roscoe**, seconded by **Makowski** to introduce an ordinance to amend Chapter 22, Article III, Fire Lanes, Sections 22-57 and 22-59 and Article IX, Outdoor and Open-Burning Section 22-261.

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

15-316 **6A6.** Moved by **Wadsworth**, seconded by **Makowski** to introduce an ordinance to amend Chapter 2, Article VI, Departments, Section 2-389 (d), Authorized Personnel to Issue Violations of Chapter 2 and 22 as designated in these sections of the Romulus City Code of Ordinances.

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

6B. Treasurer's Report:

City Treasurer, Stacy Paige, announced that tax bills are due September 30th.

7. Public Comment:

A resident commented about damage occurring at his home due to a neighboring property not using the Freeman Drain.

8. Unfinished Business:

Councilman Wadsworth gave a reminder that the Animal Shelter Bingo will be held during the Pumpkin Festival.

9. New Business:

City Clerk, Ellen Craig-Bragg, complimented those who put the memorial service together for Dan Hurst, retired Romulus Senior High School principal.

15-317

9A. Moved by **Abdo**, seconded by **Wadsworth** to adopt a memorial resolution for the family of Dan Hurst.

Roll Call Vote: Ayes –Abdo, Choate, Crout, Makowski, Roscoe, Wadsworth.

Nays – None

Motion Carried Unanimously.

10. Communication:

Mayor Burcroff acknowledged U.S. Ecology for their generous donation to the Dog Park. Councilwoman Roscoe announced the Boy Scouts Pancake Breakfast that will be held on Saturday and Sunday morning of the Pumpkin Festival.

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

Roll Call Vote: Ayes –Abdo, 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 September 8, 2015.



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