

MINUTES OF THE REGULAR MEETING OF THE ROMULUS CITY COUNCIL HELD
APRIL 14, 2008 IN THE ROMULUS CITY HALL COUNCIL CHAMBER 11111 S. WAYNE
ROAD, ROMULUS, MICHIGAN 48174.

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

Present: John Barden, LeRoy Burcroff, Harry Crout, William Crova, Randolph Gear, William Wadsworth.

Excused: Ellen Craig-Bragg.

Administrative Officials in Attendance:

Betsey Krampitz, Chief of Staff

Linda R. Choate, Clerk

Pamela Morrison/Kersey, CMFA, Treasurer

Pledge of Allegiance

Roll Call

1. Agenda

2. Minutes

3. Petitioner

- A. Kristina Hall-Re: Danger of High Speed Limit in front of Romulus High School. *
*Deleted

4. Chairpersons Report, Randolph Gear, Mayor Pro Tem

5. Mayors Report - Alan Lambert, Mayor

- A. Personal Services Contract – Retiree Health Care Administrator.
B. Introduction of Public Retiree Health Care Fund Investment Policy.
C. Introduction of Budget Amendment of 07/08-21 Motor Vehicle Fund.
D. Introduction of Budget Amendment of 07/08-22 General Fund.
E. Introduction of Budget Amendment of 07/08-23 General Fund.
F. Appointment to the Downtown Development Authority.
G. Appointment to Romulus Historical Society.

5H. For Your Information:

1. House Hazardous Waste Collection – Saturday, June 7, 2008

6A. Administrative Report - Linda R. Choate, Clerk

1. Second Reading and Final Adoption of Policy #17 & #18 – Employees
Policy and Procedures Manual.
2. Adoption of New Policy #21, Employee Policy and Procedures Manual.

7. Discussion

8. Unfinished Business

9. New Business

10. Communication

11. Warrant 08-07 *Amended

12. Adjournment

1. Motion by Crova, supported by Barden to approve the agenda as amended.

Roll Call Vote Showing: Ayes –Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays - None.
Motion Carried Unanimously.

08-093

2. Motion by Wadsworth, supported by Crout to approve the minutes of the regular meeting of the Romulus City Council held April 7, 2008.

Roll Call Vote Showing: Ayes –Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays - None.
Motion Carried Unanimously.

3A. * Item Deleted.

08-094

4A. Motion by Crout, supported by Barden to adopt a memorial resolution for the family of Clarence Green.

Roll Call Vote Showing: Ayes –Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays - None.
Motion Carried Unanimously.

4. Motion by Burcroff, supported by Barden to accept the Chairpersons Report.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Wadsworth.
Nays – None.
Motion Carried Unanimously.

08-095

5A. Motion by Wadsworth, supported by Crout to concur with the recommendation of Debra Hoffman, Finance Director and legal counsel to authorize the Mayor and Clerk to enter into a personal services contract with Patsy Cantrell for services as the City of Romulus Health Care Administrator, effective April 1, 2008, costs not to exceed \$10,000 in any fiscal year.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays – None.
Motion Carried Unanimously.

08-096

5B. Motion by Crova, supported by Burcroff to concur with Debbie Hoffman, Finance Director and the City of Romulus Retiree's Health Care Committee and approve the investment policy for the Retiree's Healthcare fund.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays – None.
Motion Carried Unanimously.

08-097

5C. Motion by Burcroff, supported by Wadsworth to introduce Budget Amendment 07/08/21:

| <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> |
| Motor Vehicle fund | | | | |
| <u>Expense</u> | | | | |
| 661-4410-744.74-82 | Gas & Oil | 295,000 | 130,000 | 425,000 |
| <u>Fund Balance</u> | | | | |
| 661-0000-395.00-00 | Retained Earnings | 212,325 | (130,000) | 82,325 |

To compensate for the increase in gasoline and fuel prices in 2007 and 2008.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.

Nays – None.

Motion Carried Unanimously.

08-098

5D. Motion by Wadsworth, supported by Crout to introduce budget amendment 07/08-22:

| <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> | | | | |
| 101-1210-712.72-40 | Health Insurance - Mayor | 48,823 | 1,663 | 50,486 |
| 101-1310-713.72-40 | Health Insurance - Clerk | 58,600 | 4,630 | 63,230 |
| 101-1320-713.72-40 | Health Insurance - Election | 11,088 | 1,420 | 12,508 |
| 101-1410-714.72-40 | Health Insurance - Treasurer | 45,555 | 13,170 | 58,725 |
| 101-2210-722.72-40 | Health Insurance - Comm. Dev. | 1,055 | 84 | 1,139 |
| 101-2310-723.72-40 | Health Insurance - Finance | 72,217 | 5,403 | 77,620 |
| 101-3110-731.72-40 | Health Insurance - Police | 804,240 | 30,760 | 835,000 |
| 101-3110-731.72-42 | Prescription Reimb-Police | 6,000 | 2,000 | 8,000 |
| 101-3210-732.72-40 | Health Insurance - Ordinance | 30,421 | 1,831 | 32,252 |
| 101-3210-732.72-42 | Prescription Reimb-Ordinance | 50 | 150 | 200 |
| 101-3310-733.72-40 | Health Insurance - Animal Control | 33,225 | 1,975 | 35,200 |
| 101-3410-734.72-40 | Health Insurance - Fire | 273,125 | 22,816 | 295,941 |
| 101-3510-735.72-40 | Health Insurance - Emerg.Mgmt. | 4,070 | 287 | 4,357 |
| 101-3910-739.72-40 | Health Insurance - Building Safety | 159,500 | 1,870 | 161,370 |
| 101-3910-739.72-42 | Prescription Reimb-Bldg Safety | 200 | 250 | 450 |
| 101-4110-741.72-40 | Health Insurance - D.P.W. | 10,600 | 972 | 11,572 |
| 101-5110-751.72-40 | Health Insurance - Parks & Rec | 45,350 | 2,857 | 48,207 |
| 101-5110-751.72-42 | Prescription Reimb-Parks & Rec | 100 | 350 | 450 |
| 101-5120-752.72-40 | Health Insurance - Library | 6,475 | 455 | 6,930 |

| | | | | |
|----------------------------|-----------------------------|---------|----------|---------|
| 101-5160-751.72-40 | Health Insurance - Seniors | 5,275 | 420 | 5,695 |
| <u>Contingency</u> | | | | |
| 101-2920-729.89-01 | Contingencies | 329,747 | (93,363) | 236,384 |
| Major Road Fund | | | | |
| <u>Expense</u> | | | | |
| 202-4210-742.72-40 | Health Insurance - Routine | 24,083 | 1,819 | 25,902 |
| 202-4220-742.72-40 | Health Insurance - Traffic | 3,441 | 259 | 3,700 |
| 202-4230-742.72-40 | Health Insurance - Wiinter | 3,440 | 260 | 3,700 |
| 202-4240-742.72-40 | Health Insurance - Ditching | 3,440 | 260 | 3,700 |
| 202-4250-742.72-40 | Health Insurance - Forestry | 11,784 | 1,086 | 12,870 |
| <u>Fund Balance</u> | | | | |
| 202-0000-390.00-00 | Fund Balance | 815,267 | (3,684) | 811,583 |
| Local Street Fund | | | | |
| <u>Expense</u> | | | | |
| 203-4310-742.72-40 | Health Insurance - Routine | 38,691 | 2,937 | 41,628 |
| 203-4320-742.72-40 | Health Insurance - Traffic | 4,127 | 499 | 4,626 |
| 203-4330-742.72-40 | Health Insurance - Winter | 2,580 | 194 | 2,774 |
| 203-4340-742.72-40 | Health Insurance - Ditching | 6,191 | 284 | 6,475 |
| 203-4350-742.72-40 | Health Insurance - Forestry | 17,664 | 1,641 | 19,305 |
| <u>Fund Balance</u> | | | | |
| 203-0000-390.00-00 | Fund Balance | 70,564 | (5,555) | 65,009 |

To compensate for the increases in rates and changes in employee health coverage as of July 1, 2007

| FUND/DEPT. | | CURRENT | | AMENDED |
|--|----------------------------|----------------------|-------------------------|----------------------|
| <u>ACCOUNT NO.</u> | <u>ACCOUNT NAME</u> | <u>BUDGET</u> | <u>AMENDMENT</u> | <u>BUDGET</u> |
| Cable Fund | | | | |
| <u>Expense</u> | | | | |
| 211-5140-751.72-40 | Health Insurance - Cable | 22,700 | 1,728 | 24,428 |
| <u>Fund Balance</u> | | | | |
| 211-0000-390.00-00 | Fund Balance | 153,420 | (1,728) | 151,692 |
| Downtown Development Authority | | | | |
| <u>Expense</u> | | | | |
| 295-7410-774.72-40 | Health Insurance - DDA | 15,900 | 922 | 16,822 |
| <u>Fund Balance</u> | | | | |
| 295-0000-390.00-00 | Fund Balance | 68,485 | (922) | 67,563 |
| Tax Increment Finance Authority | | | | |

Expense

| | | | | |
|--------------------|----------------------------|--------|-------|--------|
| 297-7210-772.72-40 | Health Insurance - TIFA | 36,270 | 5,141 | 41,411 |
| 297-7210-772.72-42 | Prescription Reimbursement | 100 | 100 | 200 |

Fund Balance

| | | | | |
|--------------------|--------------|------------|---------|------------|
| 297-0000-390.00-00 | Fund Balance | 14,951,378 | (5,241) | 14,946,137 |
|--------------------|--------------|------------|---------|------------|

Water & Sewer Fund

Expense

| | | | | |
|--------------------|--------------------------|---------|-------|---------|
| 592-4510-745.72-40 | Health Insurance - Water | 163,400 | 8,250 | 171,650 |
| 592-4520-745.72-40 | Health Insurance - Sewer | 163,400 | 8,250 | 171,650 |

Retained Earnings

| | | | | |
|--------------------|-------------------|-----------|----------|-----------|
| 592-0000-395.00-00 | Retained Earnings | 4,969,196 | (16,500) | 4,952,696 |
|--------------------|-------------------|-----------|----------|-----------|

Motor Vehicle Pool Fund

Expense

| | | | | |
|--------------------|------------------------|--------|-------|---------|
| 661-4410.744-72.40 | Health Insurance - MVF | 98,200 | 6,605 | 104,805 |
|--------------------|------------------------|--------|-------|---------|

Contingency

| | | | | |
|--------------------|---------------|-------|---------|-------|
| 661-4410-744.89-01 | Contingencies | 9,000 | (6,605) | 2,395 |
|--------------------|---------------|-------|---------|-------|

Technology Services

Expense

| | | | | |
|--------------------|-----------------------|--------|-------|--------|
| 664-2320-723.72-40 | Health Insurance - IT | 17,580 | 1,030 | 18,610 |
|--------------------|-----------------------|--------|-------|--------|

Retained Earnings

| | | | | |
|--------------------|-------------------|---------|---------|---------|
| 664-0000-395.00-00 | Retained Earnings | 574,843 | (1,030) | 573,813 |
|--------------------|-------------------|---------|---------|---------|

To compensate for the increases in rates and changes in employee health coverage as of July 1, 2007

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.

Nays – None.

Motion Carried Unanimously.

08-099

5E. Motion by Barden, supported by Burcroff to introduce budget amendment 07/08-23:

| FUND/DEPT. | | CURRENT | | AMENDED |
|----------------------------|----------------------------------|----------------------|-------------------------|----------------------|
| <u>ACCOUNT NO.</u> | <u>ACCOUNT NAME</u> | <u>BUDGET</u> | <u>AMENDMENT</u> | <u>BUDGET</u> |
| General Fund | | | | |
| <u>Expense</u> | | | | |
| 101-2110-721.77.39 | Engineering Fees-Assessor | 20,000 | 4,150 | 24,150 |
| <u>Fund Balance</u> | | | | |
| 101-0000-390.00-00 | Fund Balance | 2,920,933 | (4,150) | 2,916,783 |

To cover a delayed billing from Wayne County for 2005-2007 tax map revisions. The revenues were received during those same fiscal years and rolled into fund balances

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.

Nays – None.
Motion Carried Unanimously.

08-100

5F. Motion by Burcroff, supported by Barden to concur with the Administration and approve the appointment of Diane Banks to the Downtown Development Authority with a term to expire on 7/31/11, and to send correspondence thanking Michelle A. Mercado for her services to the City of Romulus as a board member to the Downtown Development Authority.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crova, Gear, Wadsworth.
Nays – None.
Abstain – Crout.
Motion Carried.

08-101

5G. Motion by Crova, supported by Burcroff to concur with the administration and approve the appointment of Tony Heimbürger to the Romulus Historical Society.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays – None.
Motion Carried Unanimously.

08-102

6A1. Motion by Crova, supported by Burcroff to approve second reading and final adoption of policies #17 and 18, Employees policy and Procedures Manual, introduced at the Council Meeting of March 24, 2008.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays – None.
Motion Carried Unanimously.

08-103

6A2. Motion by Burcroff, supported by Crova to approve second reading and final adoption of Policy #21, Employee Policy and Procedures Manual, (eliminating Married Couples and being replaced by new policy #21 entitled Wellness Benefits).

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays – None.
Motion Carried Unanimously.

08-104

11. Motion by Burcroff, supported by Barden to authorize City Treasurer to disburse funds as listed in Warrant 08-07 in the amount of Eight Hundred, Twenty Four Thousand, Seven Hundred Forty Six dollars and Sixty Two Cents (\$824,746.62).

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Gear, Wadsworth.
Nays – None.

Abstain – Crova.
Motion Carried.

12. Motion by Wadsworth, supported by Barden to adjourn the regular meeting of the Romulus City Council.

Roll Call Vote Showing: Ayes – Barden, Burcroff, Crout, Crova, Gear, Wadsworth.
Nays – None.
Motion Carried Unanimously.

Respectfully submitted,

Linda R. Choate, City Clerk
City of Romulus, Michigan

I, Linda R. Choate, 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 April 14, 2008.

Linda R. Choate, City Clerk
City of Romulus, Michigan