

**MINUTES OF REGULAR ROMULUS CITY COUNCIL MEETING
MAY 14, 2012**

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 LeRoy D. Burcroff.

Present: John Barden, LeRoy Burcroff, Linda Choate, William Crova, Celeste Roscoe, William Wadsworth, Eva Webb.

Administrative Officials in Attendance:

Alan R. Lambert, Mayor

Ellen L. Craig-Bragg, Clerk

Stacy Paige, Treasurer

Pledge of Allegiance

Roll Call

1. Agenda – Approval. * Amended to add 6A4.*

2. Minutes

A. Approval of the minutes from the regular meeting held May 7, 2012.

3. Petitioner: None.

4. Chairperson’s Report, LeRoy D. Burcroff, Mayor Pro Tem

5. Mayor’s Report – Alan R. Lambert, Mayor

A. General and Special Appropriations Act, Fiscal Year 2012/2013.

B. Introduction of Budget Amendment 11/12-9, General Fund.

C. Introduction of Budget Amendment 11/12-10, Sanitation Fund.

D. Bid Award 11/12-15; Demolition List 11-01.

E. Authorization for disposal/auction of three police department vehicles.

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

1. Second reading and final adoption of an ordinance amendment to Chapter 5, Building and Building Regulations – Article XII, Floodplain Management.

2. Second reading and final adoption of an ordinance to amend Appendix A, Zoning Amendment 1.214.

3. Request for a study session from fire chief, David Allison.

4. Approval for the purchase of BS&A software.

For Your Information:

1. Comcast – OOM, Channel 717 no longer available June 1, 2012.

2. Detroit Edison Hearing May 24, 2012 at 10:00 a.m. Lansing, MI.

3. MichCon – Hearing May 24, 2012 at 1:30 p.m. Lansing, MI.

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

11A . Warrant 12-09 Checks presented for approval - \$934,564.84

11B. Warrant 12-09E Approval for election workers pay - \$10,710.00

12. Adjournment

1. Moved by Barden , seconded by Crova to accept the agenda as amended.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.

Nays – None

Motion Carried Unanimously.

12-141 2A. Moved by Wadsworth, seconded by Webb to approve the minutes of the regular meeting of the Romulus City Council held May 7, 2012.

Roll Call Vote: Ayes – Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
 Nays – None
 Abstain-Barden.
 Motion Carried.

12-142 4A. Moved by Wadsworth, seconded by Choate to approve the letter of understanding with the IAFF union.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Roscoe, Wadsworth.
 Nays – Crova, Webb
 Motion Carried.

4. Moved by Barden, seconded by Crova to accept the chairperson’s report.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
 Nays – None
 Motion Carried Unanimously.

12-143 5A. Moved by Crova, seconded by Webb to adopt the General Appropriations Act for FY 2012/2013 as prepared by the Finance Department and submitted by Mayor Lambert.

**CITY OF ROMULUS
 GENERAL AND SPECIAL APPROPRIATIONS ACT**

A resolution to provide for the adoption of a budget proposed by the Mayor containing estimates of proposed revenues and expenditures for the fiscal year beginning July 1, 2012 and ending June 30, 2013 and millage rates to support this budget.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROMULUS:

SECTION 1. That for the expenditures of the City Government and its activities for the fiscal year, beginning July 1, 2012 and ending June 30, 2013, the amounts in the following sections are hereby appropriated.

SECTION 2. That for the said fiscal year there is hereby appropriated out of the General Fund on an activity basis, the following:

COUNCIL	74,355
MAYOR	377,822
LEGAL	321,200
COMMUNITY SERVICE	1,000
PUBLIC RELATIONS	500
CLERK	337,374
ELECTIONS	153,160
TREASURER	376,156
ASSESSOR	287,727
BOARD OF REVIEW	1,454
CITY OWNED PROPERTY	13,049
COMMUNITY & ECONOMIC DEVELOPMENT	10,533
FINANCE	589,839
HUMAN RESOURCES	235,336
UNALLOCATED	353,760
TRANSFERS TO OTHER FUNDS	276,894
POLICE	8,279,604

ORDINANCE	255,287
ANIMAL SHELTER	276,099
FIRE	2,459,625
PLANNING & ZONING BOARD OF APPEALS	139,604
BUILDING	856,072
DEPARTMENT OF PUBLIC WORKS	122,640
DRAINS-AT-LARGE	68,500
BUILDING & GROUNDS	1,792,658
CEMETERY	97,407
RECREATION	0
HISTORICAL COMMISSION	300
SENIOR SERVICES	170,005
UNRESOLVED CLAIMS	<u>100,000</u>
TOTAL EXPENDITURES	18,027,960
CONTINGENCIES	<u>-200,000</u>
TOTAL EXPENDITURES & CONTINGENCIES	<u><u>17,827,960</u></u>

REVENUES

TAXES	8,256,790
LICENSES & PERMITS	751,500
FEDERAL SOURCES	528,999
INTERGOVERNMENTAL	
REVENUES	3,750,520
CHARGES FOR SERVICES	1,719,961
MISCELLANEOUS	290,762
FINES & FORFEITS	<u>2,425,000</u>
TOTAL REVENUES	17,723,532
APPROPRIATED SURPLUS	<u>104,428</u>
TOTAL REVENUES & APPROPRIATED SURPLUS	<u><u>17,827,960</u></u>

SECTION 3.

That for the said fiscal year there is hereby appropriated out of the

Major Roads Fund on an activity basis, the following:

MAJOR ROADS FUND EXPENDITURES	1,337,817
TRANSFER TO BEVERLY ROAD	106,530
TRANSFER TO LOCAL STREETS	<u>300,000</u>
TOTAL EXPENDITURES & CONTINGENCIES	<u><u>1,744,347</u></u>
REVENUES	1,336,870
APPROPRIATED SURPLUS	407,477
TOTAL REVENUES & APPROPRIATED SURPLUS	<u><u>1,744,347</u></u>

SECTION 4.

That for the said fiscal year there is hereby appropriated out of the

Local Streets Fund on an activity basis, the following:

LOCAL STREETS FUND	<u><u>870,646</u></u>
REVENUES	736,871
APPROPRIATED SURPLUS	133,775
TOTAL REVENUES & APPROPRIATED SURPLUS	<u><u>870,646</u></u>

SECTION 5.

That for the said fiscal year there is hereby appropriated out of the

Romulus Athletic Center Fund on an activity basis, the following:

ROMULUS ATHLETIC CENTER	<u><u>1,959,912</u></u>
REVENUES	<u><u>2,137,888</u></u>

SECTION 6.

That for the said fiscal year there is hereby appropriated out of the

Cemetery Perpetuation Fund on an activity basis, the following:

CEMETERY PERPETUATION FUND	<u>0</u>
REVENUES	<u>1,505</u>

SECTION 7. That for the said fiscal year there is hereby appropriated out of the

Cable Television Fund on an activity basis, the following:

CABLE TELEVISION	<u>356,353</u>
REVENUES	313,962
APPROPRIATED SURPLUS	42,391
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>356,353</u>

SECTION 8. That for the said fiscal year there is hereby appropriated out of the

Merriman Road Special Assessment Fund on an activity basis, the following:

MERRIMAN RD SPECIAL ASSESSMENT	<u>87,500</u>
REVENUES	78,832
APPROPRIATED SURPLUS	8,668
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>87,500</u>

SECTION 9. That for the said fiscal year there is hereby appropriated out of the

Street Lighting Fund on an activity basis, the following:

STREET LIGHTING	<u>577,200</u>
REVENUES	<u>618,856</u>

SECTION 10. That for the said fiscal year there is hereby appropriated out of the

Sanitation Fund on an activity basis, the following:

SANITATION	<u>1,077,645</u>
REVENUES	<u>1,184,921</u>

SECTION 11. That for the said fiscal year there is hereby appropriated out of the

Community Development Grants Fund on an activity basis, the following:

COMMUNITY DEVELOPMENT GRANTS	<u>507,925</u>
REVENUES	<u>507,925</u>

SECTION 12. That for the said fiscal year there is hereby appropriated out of the

9 1 1 Fund on an activity basis, the following:

9 1 1 FUND	<u>226,200</u>
REVENUES	134,545
APPROPRIATED SURPLUS	91,655
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>226,200</u>

SECTION 13. That for the said fiscal year there is hereby appropriated out of the

Federal Law Enforcement Fund on an activity basis, the following:

FEDERAL LAW ENFORCEMENT	<u>256,011</u>
REVENUES	<u>394,500</u>

SECTION 14. That for the said fiscal year there is hereby appropriated out of the

State Law Enforcement Fund on an activity basis, the following:

STATE FORFEITURE	<u>593,500</u>
REVENUES	250,900
APPROPRIATED SURPLUS	342,600
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>593,500</u>

SECTION 15. That for the said fiscal year there is hereby appropriated out of the

Municipal Library Fund on an activity basis, the following:

MUNICIPAL LIBRARY	<u>356,169</u>
REVENUES	309,450
APPROPRIATED SURPLUS	46,719
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>356,169</u>

SECTION 16. That for the said fiscal year there is hereby appropriated out of the Special Assessment - Beverly Road Fund on an activity basis, the following:

SPECIAL ASSESSMENT - BEVERLY ROAD	<u>282,093</u>
REVENUES	281,513
APPROPRIATED SURPLUS	580
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>282,093</u>

SECTION 17. That for the said fiscal year there is hereby appropriated out of the Building Authority Debt Service Fund on an activity basis, the following:

BUILDING AUTHORITY DEBT SERVICE	<u>268,644</u>
REVENUES	268,154
APPROPRIATED SURPLUS	490
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>268,644</u>

SECTION 18. That for the said fiscal year there is hereby appropriated out of the Sewer Debt Service Fund on an activity basis, the following:

SEWER DEBT SERVICE	<u>51,951</u>
REVENUES	8,000
APPROPRIATED SURPLUS	43,951
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>51,951</u>

SECTION 19. That for the said fiscal year there is hereby appropriated out of the Water Debt Service Fund on an activity basis, the following:

WATER DEBT SERVICE	<u>131,580</u>
REVENUES	4,050
APPROPRIATED SURPLUS	127,530
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>131,580</u>

SECTION 20. That for the said fiscal year there is hereby appropriated out of the Senior Center Construction Fund on an activity basis, the following:

SENIOR CENTER CONSTRUCTION	<u>398,233</u>
REVENUES	398,008
APPROPRIATED SURPLUS	225
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>398,233</u>

SECTION 21. That for the said fiscal year there is hereby appropriated out of the Sewer and Water Fund on an activity basis, the following:

SEWER AND WATER	<u>15,267,763</u>
REVENUES	14,594,180
APPROPRIATED SURPLUS	673,583
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>15,267,763</u>

SECTION 22. That for the said fiscal year there is hereby appropriated out of the Vehicle and Equipment Fund on an activity basis, the following:

VEHICLE AND EQUIPMENT	<u>1,747,780</u>
REVENUES	<u>1,762,290</u>

SECTION 23. That for the said fiscal year there is hereby appropriated out of the

Technology Services Fund on an activity basis, the following:

TECHNOLOGY SERVICES	<u>597,607</u>
REVENUES	202,092
APPROPRIATED SURPLUS	395,515
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>597,607</u>

SECTION 24. That for the said fiscal year there is hereby appropriated out of the

Retirement Insurance Benefit Fund on an activity basis, the following:

RETIREE INSURANCE BENEFITS	<u>2,414,761</u>
REVENUES	<u>2,481,425</u>

SECTION 25. That for the said fiscal year there is hereby appropriated out of the

Property and Liability Self-Insurance Fund on an activity basis, the following:

PROPERTY AND LIABILITY SELF INSURANCE	<u>589,230</u>
REVENUES	582,430
APPROPRIATED SURPLUS	6,800
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>589,230</u>

SECTION 26. That for the said fiscal year there is hereby appropriated out of the

Long Term Disability Self-Insurance Fund on an activity basis, the following:

LONG-TERM DISABILITY SELF-INSURANCE	<u>15,000</u>
REVENUES	<u>15,050</u>

SECTION 27. That for the said fiscal year there is hereby appropriated out of the

Downtown Development Authority Special Revenue Fund on an activity basis, the following:

DOWNTOWN DEVELOPMENT AUTHORITY -	<u>749,436</u>
REVENUES	661,755
APPROPRIATED SURPLUS	87,681
TOTAL REVENUES & APPROPRIATED SURPLUS	<u>749,436</u>

SECTION 28. That for the said fiscal year there is hereby appropriated out of the

Tax Increment Finance Authority Funds on an activity basis, the following:

TIFA DISTRICT II -	<u>2,914,327</u>
REVENUES	<u>3,055,687</u>

SECTION 29. That for the said fiscal year there is hereby appropriated the following

Capital Budget expenditures:

CAPITAL BUDGET	4,295,332
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SECTION 30. That amounts budgeted for specific items or purposes and not required to be utilized for such items or purposes may be spent by the Mayor for other items or purposes within the same activity for which such allocations are made.

SECTION 31. Be it further resolved that the following millage rates as provided by charter or statute be assessed:

OPERATING MILLAGE	9.4063
LIBRARY MILLAGE	0.3000
SANITATION MILLAGE	1.4500
EPA LEVY MILLAGE	1.8412

SECTION 32. Be it further resolved that the Property Tax Administration Fee and any type of late penalty charge as provided for by charter or statute be assessed.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Wadsworth, Webb.
 Nays – Roscoe.
 Motion Carried.

12-144 5B. Moved by Wadsworth, seconded by Barden to concur with the recommendation of Debra Hoffman, finance director, to introduce Budget Amendment 11/12-9 to cover the cost of processing new hires due to retirements and unexpected terminations.

<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>				
101-2410-724.74-21	HR Employment Processing	24,350	5,000	29,350
<u>Fund Balance</u>				
101-0000-390.00-00	General Fund Balance	1,565,901	(5,000)	1,560,901

To cover the cost of processing new hires due to retirements and unexpected terminations.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
 Nays – None
 Motion Carried Unanimously.

12-145 5C. Moved by Choate, seconded by Wadsworth, to concur with the recommendation of Debra Hoffman, finance director, to introduce Budget Amendment 11/12-10 to cover the cost of additional dump passes being sold and used (expensed) at the locally contracted landfill.

<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>
SANITATION FUND				
<u>Revenue</u>				
226-4710-511.63-61	Dump Passes Revenue	3,850	2,200	6,050
<u>Expense</u>				
226-4710-747.75-27	Dump Passes Expense	3,588	2,000	5,588
<u>Fund Balance</u>				
226-0000-390.00-00	Sanitation Fund Balance	(26,486)	200	(26,286)

To cover the cost of additional dump passes being sold and used (expensed) at the locally contracted landfill.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
 Nays – None
 Motion Carried Unanimously.

12-146 5D. Moved by Webb, seconded by Crova to award Bid 11/12-15 for the demolition of structures and foundations on demolition list 11-01 to the lowest bidding company, VanAssche Construction, Inc. in the amount of \$48,220.00

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
 Nays – None
 Motion Carried Unanimously.

12-147 **5E.** Moved by Barden, seconded by Wadsworth to authorize disposal of, by way of public auction, three (3) Romulus Police Department vehicles through Martin's Towing and Sales with revenues received from the sale to be returned to the appropriate City account.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
Nays – None
Motion Carried Unanimously.

12-148 **6A1.** Moved by Roscoe, seconded by Barden to approve second reading and final adoption of amended City Ordinance, Chapter 5, Building and Building Regulations, Article XII, Floodplain Management – introduced at the Council meeting of May 7, 2012.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
Nays – None
Motion Carried Unanimously.

12-149 **6A2.** Moved by Wadsworth, seconded by Roscoe to approve second reading and final adoption of an ordinance to amend Appendix A – Zoning Amendment 1.214 – introduced at the Council meeting of May 7, 2012.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
Nays – None
Motion Carried Unanimously.

12-150 **6A3.** Moved by Roscoe, seconded by Crova to schedule a study session to discuss the Fire Department on Tuesday, May 29, 2012 at 6:30 p.m. to be held in the City Hall Council Chambers, 11111 Wayne Road, Romulus, MI.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
Nays – None.
Motion Carried Unanimously.

12-151 **6A4.** Moved by Crova, seconded by Barden to approve the purchase of BS&A Equalizer Business License System software in the amount of \$8,570.00 and authorize the mayor and clerk to enter into a licensing agreement with BS&A as outlined in the 2011/2012 Technology Department budget.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.
Nays – None
Motion Carried Unanimously.

12-152 **11A.** Moved by Barden, seconded by Choate to authorize the City Treasurer to disburse funds as listed in Warrant 12-09 in the amount of Nine-Hundred Thirty-Four Thousand, Five Hundred Sixty-Four Dollars and Eight-Four Cents (\$934,564.84).

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Roscoe, Wadsworth, Webb.
Nays – None
Abstain – Crova.
Motion Carried.

12-153 11B. Moved by Barden, seconded by Choate to authorize the City Treasurer to disburse funds as listed in Warrant 12-09E in the amount of Ten Thousand, Seven-Hundred Ten Dollars and no cents (\$10,710.00).

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Roscoe, Wadsworth, Webb.
Nays – None
Abstain – Crova.
Motion Carried.

12. Moved by Wadsworth, seconded by Webb to adjourn the regular meeting of the Romulus City Council.

Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe Wadsworth, Webb.
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 May 14, 2012.



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