

**MINUTES OF REGULAR ROMULUS CITY COUNCIL MEETING  
July 22, 2013**

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 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.

2. **Minutes**

A. Approval of the minutes from the regular meeting held July 8, 2013.

3. **Petitioner: None.**

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

5. **Mayor's Report – Alan R. Lambert, Mayor**

A. Senior Alliance Annual Implementation Multi-Year Plan for fiscal years 2014-2016.

B. Extension of Bid Award 11/12-22; Hot Mix Asphalt – Repair.

C. RFP 12/13-38; Computer Hardware/Software Licensing & Maintenance.

D. Introduction of Budget Amendment 12/13-14, General Fund.

E. Introduction of Budget Amendment 12/13-15, General Fund.

F. Introduction of Budget Amendment 12/13-16, General Fund.

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

1. 2013-2014 Water Rates, No Changes.

2. Property Disposition Committee Recommendation RE: Right-of-Way at southeast corner of Wayne and Ecorse Roads.

3. Property Disposition Committee Recommendation RE: land purchase.

4. Introduction of Chapter 39, Purchasing Ordinance.

5. Approve ballot language to amend City Charter Chapter 13, Sec. 1, 2, & 4.

6. Request for study session to discuss proposed Fireworks Ordinance.

**For Your Information:**

1. Transfer ownership Class C liquor license, Links at Gateway, LLC.

2. Comcast, changes to lineup.

3. Liquor license request transfer denied.

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. **Warrant 13-14** Checks presented for approval: \$936,089.74.

12. **Adjournment**

1. Moved by Barden, seconded by Choate to accept the agenda as presented.

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

**13-226** 2A. Moved by Wadsworth, seconded by Webb to approve the minutes of the regular meeting of the Romulus City Council held July 8, 2013.

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

**13-227** 4A. Moved by Barden, seconded by Wadsworth to grant a no-fee permit to Michael Hayes for the annual Commons Sub Association Party to be held on Saturday, August 3, 2013 from Noon until 7:00 p.m. and for the closure of Nottingham and Camden Roads.

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

**13-228** 4B. Moved by Barden, seconded by Webb to adopt a memorial resolution for the family of Grover Cleveland Cline, Jr.

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

4. Moved by Crova, seconded by Roscoe to accept the chairperson's report.

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

**13-229** 5A. Moved by Wadsworth, seconded by Webb to approve the Senior Alliance Annual Implementation Plan for Aging Services for fiscal years 2014-2016 as presented.

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

**13-230 5B.** Moved by Crova, seconded by Barden to extend Bid Award 11/12-22 to Rey-Mart Asphalt for application of hot bituminous mixture for the repair of major and local streets on an as-needed basis along with any asphalt repairs for City facilities within the Building and Grounds Department for one year.

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

**13-231 5C.** Moved by Choate, seconded by Wadsworth to award RFP 12/13-38 and enter into a one-year contract with Innovative Computers for hardware/software purchases, computer maintenance and consulting services contingent upon final approval of the City’s legal counsel, Kevin Watts, and permission to make hardware and software purchases from both CDW Government LLC and Zones, Inc. for one year, contingent upon the contract language being finalized and approved by legal counsel.

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

**13-232 5D.** Moved by Choate, seconded by Barden to introduce Budget Amendment 12/13-14 to cover additional cost for new police and dispatch hires and fire department physicals. This cost is being covered with unused budgeted unemployment funds.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
<b>GENERAL FUND</b>				
<b><u>Expense</u></b>				
101-2410-724.74-21	HR Employment Processing	25,000	8,000	33,000
<b><u>Expense</u></b>				
101-2910-729.74-52	Unemployment Insurance	20,000	(8,000)	12,000
To cover additional cost for new police & dispatch hires and fire department physicals. This cost is being covered with unused budgeted unemployment funds.				

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

**13-233 5E.** Moved by Wadsworth, seconded by Webb to introduce Budget Amendment 12/13-15 to reflect the increase in the 2013 summer grass cutting expense (Bid 11/12-4)

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
<b>GENERAL FUND</b>				
<b>Expense</b>				
101-3210-732.74-17	Ordinance Weed Cutting	55,000	6,000	61,000
<b>Fund Balance</b>				
101-0000-390.00-00	General Fund Fund Balance	2,175,812	(6,000)	2,169,812

To reflect the increase in the 2013 summer grass cutting expense ( Bid 11/12-4).

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

**13-234 5F.** Moved by Roscoe, seconded by Barden to introduce Budget Amendment 12/13-16 to cover the additional cost for the 2013 summer tax bill processing primarily due to legislative changes.

<u>FUND/DEPT.</u> <u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT</u> <u>BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED</u> <u>BUDGET</u>
<b>GENERAL FUND</b>				
<b>Expense</b>				
101-1410-714.74-13	Treasurer Tax Roll Preparation	25,000	2,000	27,000
<b>Fund Balance</b>				
101-0000-390.00-00	General Fund Fund Balance	2,169,812	(2,000)	2,167,812

To cover the additional cost for the 2013 summer tax bill processing primarily due to legislative changes.

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

**6A1.** No Action Required.

**13-235 6A2.** Moved by Webb, seconded by Barden to concur with the recommendation of the Property Disposition Committee and execute quit-claim deeds (two copies) conveying the City’s ownership in road right-of-way property located at the southeast corner of Wayne and Ecorse Roads.

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

**13-236 6A3.** Moved by Barden, seconded by Choate to concur with the recommendation of the Property Disposition Committee and purchase from the Wayne County Tax Foreclosed Property List – Parcel 80 066 99 0034 000 on Ozga Road in the amount of \$8,359.69.

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

**13-237 6A4.** Moved by Wadsworth, seconded by Roscoe to introduce Chapter 39, Purchasing Ordinance.

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

**13-238 6A5.** Moved by Crova, seconded by Wadsworth to concur with the Romulus Charter Review Commission and approve ballot language for three proposals to amend City Charter Chapter 13, Sections 1, 2 and 4 and for said proposals to be placed on the November 5, 2013 ballot.

**CITY OF ROMULUS**  
Resolution 13-238

Present: Councilpersons: Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth & Webb  
Absent: None

At the regular meeting of the Romulus City Council of Romulus, Michigan, County of Wayne, State of Michigan, held at the Romulus City Hall, 11111 Wayne Road, Romulus, Michigan, on July 22, 2013, the following resolution was offered by Councilman Crova, and supported by Councilman Wadsworth

**A Resolution to place proposed City of Romulus Charter amendments on the November 5, 2013 ballot.**

**Proposed Charter Amendment No. 1:**

**WHEREAS**, the Romulus City Council has determined it is in the best interests of the City to amend Section 13.1 of the City of Romulus Charter by providing that the dollar amounts at which public works and public improvements projects must first be advertised for sealed proposals should be set forth in the Romulus Purchasing Ordinance, adopted by not less than a 2/3 majority of the City Council elect, rather than in the Charter.

**WHEREAS**, the proposed amendments to Section 13.1 of the City of Romulus Charter are as follows:

**Section 13.1 Limitation.**

The City may contract for the performance of any public work or the making of any public improvement or may perform or make the same itself through its departments, officers and employees; provided, however, that it shall not itself make any new public improvements or perform public works exceeding an estimated five thousand dollars (\$5,000.00) the applicable amount set forth by the Council in the Romulus Purchasing Ordinance until it has first advertised for sealed proposals therefore in a paper of circulation within the City. The City shall have the right to reject any or all such proposals. The Purchasing Ordinance, and any amendments thereto, contemplated under this section, shall have been approved by not less than a 2/3 majority of the Council elect.

**THEREFORE BE IT RESOLVED** that the following proposal to amend Section 13.1 of the City of Romulus Charter shall be placed before the voters at the election to be held November 5, 2013:

**PROPOSAL 1: Section 13.1 currently permits both City contracts for public works and the use of City employees for such projects, provided that sealed proposals are sought for a public improvement over \$5,000 undertaken by City employees.**

**The proposed amendment deletes the \$5,000 ceiling for projects of public works and public improvements undertaken internally without sealed proposals being sought, and in its place, specifies that the ceiling shall be set by a purchasing ordinance adopted by a 2/3 majority of the City Council elect.**

Shall the proposed amendment be adopted?  
[ ] Yes  
[ ] No

**Proposed Charter Amendment No. 2:**

**WHEREAS**, the Romulus City Council has determined it is in the best interests of the City to amend Section 13.2 of the City of Romulus Charter by providing that the dollar amount at which material purchases must be subject to competitive bidding and must first be advertised for sealed proposals should be set forth in the Romulus Purchasing Ordinance, adopted by not less than a 2/3 majority of the City Council elect, rather than in the Charter.

**WHEREAS**, the proposed amendments to Section 13.2 of the City of Romulus Charter are as follows:

**Section 13.2 Material Purchases.**

No contract shall be entered into by the City for the purchase of any material, tools, apparatus or any other thing or things, the consideration or cost of which shall exceed seven hundred fifty dollars (\$750.00) the applicable amount set forth by the Council in the Romulus Purchasing Ordinance until after an opportunity for competitive bidding; and until it has first advertised for sealed proposals in a

paper of circulation within the City. The City shall have the right to reject any or all such proposals. The Purchasing Ordinance, and any amendments thereto, contemplated under this section, shall have been approved by not less than a 2/3 majority of the Council elect.

**THEREFORE BE IT RESOLVED** that the following proposal to amend Section 13.2 of the City of Romulus Charter shall be placed before the voters at the election to be held November 5, 2013:

**PROPOSAL 2: Section 13.2 currently provides that City purchases over \$750 for materials, tools, apparatus or other things shall not occur until there has been an opportunity for competitive bidding for which sealed proposals have been sought.**

**In place of the current requirement for competitive bidding for these City purchases over \$750 of materials or other things, the proposed amendment authorizes the City Council to specify, in a purchasing ordinance adopted by a 2/3 majority of the Council elect, the maximum dollar amount of such purchases which may be undertaken without competitive bidding.**

**Shall the proposed amendment be adopted?**

Yes

No

**Proposed Charter Amendment No. 3:**

**WHEREAS**, the Romulus City Council has determined it is in the best interests of the City to amend Section 13.4 of the City of Romulus Charter by providing that the dollar amount at which contracts for material purchases, public works, or public improvements must approved by a majority of the City Council elect should be set forth in the Romulus Purchasing Ordinance, adopted by not less than a 2/3 majority of the City Council elect, rather than in the Charter.

**WHEREAS**, the proposed amendments to Section 13.4(a) of the City of Romulus Charter are as follows:

**Section 13.4 Approval of Contract: Review: Appropriation.**

- (a) No contract shall be entered into by the City for the making of any public improvement, the performance of any public work, or for the purchase of materials, tools, apparatus, or any other thing or things, the consideration or cost of which shall exceed ~~one thousand dollars (\$1,000.00)~~ the applicable amount set forth by the Council in the Romulus Purchasing Ordinance until the same shall have been approved by a majority of the Council elect. The Purchasing Ordinance, and any amendments thereto, contemplated under this section, shall have been approved by not less than a 2/3 majority of the Council elect. All contracts prior to submission to the Council shall be reviewed by the Mayor.
- (b) No contract shall be made with any person who is in default to the City.
- (c) No public work or improvement shall be commenced, nor any contract therefor be let or made, until a valid specific appropriation to pay the cost thereof shall have been made by the Council from funds on hand and legally available for such purpose, or until a tax or assessment shall have been levied or bonds authorized and sold to pay the cost and expense thereof.
- (d) City employees and equipment shall be limited to working on City projects.

**THEREFORE BE IT RESOLVED** that the following proposal to amend Section 13.4(a) of the City of Romulus Charter shall be placed before the voters at the election to be held November 5, 2013:

**PROPOSAL 3: Section 13.4(a) currently provides that contracts for public improvements, purchases of materials, tools, apparatus, or other things over \$1,000 require Council approval.**

**In place of the current requirement for Council approval of contracts over \$1,000 for public improvements and purchases of materials, or other things, it is proposed that the City Council be authorized to specify, in a purchasing ordinance adopted by a 2/3 majority of the Council elect, the dollar amount of such contracts, including contracts for public works, in excess of which Council approval is required.**

**Shall the proposed amendment be adopted?**

Yes

No

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

Nays – None.

Motion Carried Unanimously.

**13-239 6A6.** Moved by Barden, seconded by Roscoe to schedule a study session to discuss a proposed Fireworks Ordinance on Monday, August 5, 2013 at 6:30 p.m. in the City Hall Council Chambers, 11111 Wayne Road, Romulus, Michigan.

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

Nays – None.

Motion Carried Unanimously.

**13-240 11.** Moved by Barden, seconded by Choate to authorize the city treasurer to disburse funds as listed in Warrant 13-14 in the amount of Nine Hundred Thirty-Six Thousand, Eighty-Nine Dollars and Seventy-Four Cents. (\$936,089.74)

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

Nays – None.

Abstain-Crova.

Motion Carried.

**12.** Moved by Wadsworth, seconded by Barden 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 July 22, 2013.



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