

**MINUTES OF REGULAR ROMULUS CITY COUNCIL MEETING  
September 23, 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 \*Amended\*** – Approval.
2. **Minutes**
  - A. Approval of the minutes from the regular meeting held Sept. 9, 2013.
3. **Petitioner**
  - A. Aztec Mfg. Corp. – Request for a tax abatement.
  - B. Heidi Parikh, Michigan Compassion, resolution request.
4. **Chairperson’s Report, Leroy D. Burcroff, Mayor Pro Tem**
5. **Mayor’s Report – Alan R. Lambert, Mayor**
  - A. Request to award RFP 13/14-02; Water meter testing & calibration contract.
  - B. Request to award RFP 13/14-05; 36 month LEC, local toll & long distance contract.
  - C. Introduction of Budget Amendment 12/13-19, Major Streets Fund.
  - D. Introduction of Budget Amendment 12/13-20, General Fund.
  - E. Introduction of Budget Amendment 13/14-3, Major Streets Fund.
  - F. **For Your Information:**
    1. Communication from Tom Wilson, DPW Director, RE: vehicle repair, Vehicle #224.
    2. Communication from John Leacher, Deputy Police Chief, RE: vehicle repair Patrol Vehicle R-24.
- 6A. **Clerk’s Report – Ellen L. Craig-Bragg, Clerk**
  1. Study session request from finance director, Debbie Hoffman.
  2. Request for resolution – road closure for Oct. 12, 2013 Diabetes walk/run.
  - \*3. Schedule Public Hearing for ZYNP Int’l Corp. tax abatement request.\*

**For Your Information:**

  1. Comcast – New Xfinity Store opening in Plymouth, MI on Sept. 27, 2013.
- 6B. **Treasurer’s Report – Stacy Paige, Treasurer**
  - \* 1. Request for a fifteen minute study session to discuss Michigan Liquid Asset Fund Plus.\*
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 13-18** Checks presented for approval: \$1,195,454.29.
12. **Adjournment**
  1. Moved by **Barden**, seconded by **Choate** to accept the agenda as amended.  
  
Roll Call Vote: Ayes – Barden, Burcroff, Choate, Crova, Roscoe, Wadsworth, Webb.  
Nays – None.  
Motion Carried Unanimously.

**13-297**      **2A.** Moved by **Wadsworth**, seconded by **Webb** to approve the minutes of the regular meeting of the Romulus City Council held on Sept. 9, 2013.

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

**13-298**      **3A.** Moved by **Crova**, seconded by **Choate** to grant an eight (8) year tax abatement on a \$7,016,000 investment in personal property machinery and equipment to Aztec Manufacturing Corp. 15378 Oakwood Drive, Romulus, MI.

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

**13-299**      **3B.** Moved by **Wadsworth**, seconded by **Webb** to recognize Michigan Compassion as a non-profit 501C (3) organization.

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

**13-300**      **4A.** Moved by **Wadsworth**, seconded by **Webb** to request the treasurer to create an account entitled “Friends of the Park” and authorize the solicitation of funds that would be deposited into said account to be used toward the maintenance of city parks.

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.

**13-301**      **5A.** Moved by Wadsworth, seconded by Barden to concur with the administration and award RFP 13/14-02 for water testing and recalibration of industrial and commercial meters for water testing and recalibration of industrial and commercial meters for the City of Romulus Dept. of Public Works to the lowest bidder, Vanguard Utility Service, Inc. in the amount of \$4,975.00.

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

**13-302**      **5B1.** Moved by **Roscoe**, seconded by **Crova** to concur with the administration to split the award of RFP 13/14-05 and authorize the mayor and clerk to enter into a 36 month contract for telephone voice services for the City of Romulus, with the lowest bidder, Clear Rate Communications.

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

**13-303**      **5B2.** Moved by **Choate**, seconded by **Barden** to concur with the administration to split the award of RFP 13/14-05 and authorize the mayor and clerk to enter into a 36 month contract for internet services for the City of Romulus with the lowest bidder, Windstream/Paetech Communications contingent upon final negotiation of contract language by the City’s legal counsel.

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

**13-304**      **5C.** Moved by **Crova**, seconded by **Barden** to introduce Budget Amendment 12/13-19 to record the reimbursable amount from MDOT for the Tobine Road Project for fiscal year 2012-2013.

<u>FUND/DEPT.</u>	<u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>CURRENT BUDGET</u>	<u>AMENDMENT</u>	<u>AMENDED BUDGET</u>
<b>MAJOR STREETS FUND</b>					
<b><u>Revenue</u></b>					
	202-4200-512.57-82	Michigan STPU grant (reimb)	90,000	55,000	145,000
<b><u>Expense</u></b>					
	202-4210-742.90-16	Project Cost - Tobine Road	120,000	30,000	150,000
<b><u>Fund Balance</u></b>					
	202-0000-390.00-00	Major Roads Fund Balance	494,800	25,000	519,800

To record the reimbursable amount from MDOT for the Tobine Road Project for fiscal year 2012-13.

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

**13-305**

**5D.** Moved by **Barden** seconded by **Wadsworth** to introduce Budget Amendment 12/13-20 to re-allocate the Clerk’s budget to cover additional election costs.

<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>				
<u>Expense</u>				
101-1320-713.70-27	Election Compensated Absences	500	500	1,000
101-1320-713.71-10	Election Overtime	12,100	500	12,600
101-1320-713.72-10	Election Social Security	2,950	310	3,260
101-1320-713.72-20	Election Medicare	690	65	755
101-1320-713.72-30	Election Retirement	4,436	100	4,536
101-1320-713.73-03	Election Supplies	25,400	5,100	30,500
101-1320-713.73-06	Election Postage	10,867	2,120	12,987
<u>Expense</u>				
101-1310-713.75-10	Clerk Codification of Ordinance	17,100	(8,695)	8,405
To re-allocate the Clerk’s budget to cover additional election costs.				

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

**13-306**

**5E.** Moved by **Webb** seconded by **Roscoe** to introduce Budget Amendment 13/14-3 to allocate funds for the completion of the Tobine Road project in the 2013-14 fiscal year.

<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>MAJOR STREETS FUND</b>				
<u>Revenue</u>				
202-4200-512.57-82	Michigan STPU grant (reimb)	0	2,700	2,700
<u>Expense</u>				
202-4210-742.90-16	Project Cost - Tobine Road	0	13,000	13,000
<u>Fund Balance</u>				
202-0000-390.00-00	Major Roads Fund Balance	486,500	(10,300)	476,200
To allocate funds for the completion of the Tobine Road project in the 2013-14 fiscal year.				

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

**13-307**

**6A1.** Moved by **Wadsworth**, seconded by **Webb** to schedule a study session to discuss the implementation of a Fund Balance Policy for the General Fund on Monday, Oct. 7, 2013 at 7:00 p.m. 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.

**13-308**

**6A2.** Moved by **Roscoe**, seconded by **Wadsworth** to request Wayne County Depart. of Public Services to grant permission to close both north and south-bound Wayne Road at Beverly Road and Vinewood Street on Saturday, Oct. 12, 2013 from 10:30 a.m. until approximately 1:00 p.m. for a Dominate Diabetes 5k Run/Walk.

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

**13-309**

**6A3.** Moved by **Wadsworth**, seconded by **Roscoe** to schedule a public hearing to review ZYNP International Corporation 's request for an IFTEC to be held on Monday, Oct. 14, 2013 at 7:00 p.m. in the City Hall Council Chambers, 11111 Wayne Road, Romulus, MI 48174.

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

**13-310**

**6B.** Moved by **Wadsworth**, seconded by **Barden** to schedule a study session to discuss the City joining Michigan Liquid Asset Fund Plus on Monday, Oct. 7, 2013 at 5:45 p.m. in the City Hall Council Chambers, 11111 Wayne Road, Romulus, MI 48174.

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

**13-311**

**7.** Moved by **Crova**, seconded by **Webb** to grant a no-fee permit to Regina Plank for the annual "Trunk or Treat" to be held on Saturday, Oct. 26, 2013, beginning at dark. The location will be in the parking lot behind the junior high school, 37300 Wick Road.

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

**13-312**

**9A.** Moved by Crova, seconded by Barden to schedule a study session to discuss revisions to the cross-connection control fee schedule on Monday, Oct. 7, 2013 at 6:45 p.m. in the City Hall Council Chambers, 11111 Wayne Road, Romulus, MI 48174.

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

**13-313**

**9B.** Moved by Roscoe, seconded by Webb to schedule a study session to discuss the sanitary sewer repairs contract and additional investigation areas on Monday, Oct. 7, 2013 at 6:00 p.m. in the City Hall Council Chambers, 11111 Wayne Road, Romulus, MI 48174.

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

**13-314**

**11.** Moved by **Barden**, seconded by **Choate** to authorize the city treasurer to disburse funds as listed in Warrant 13-18 in the amount of \$1,195,454.29.

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 September 23, 2013.



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