

Regular Council Meeting of the City of Melvindale was held in the Council Chambers on Wednesday, December 2, 2015 at 7:30 p.m.

The meeting was called to order by Mayor, Stacy L. Striz and roll call was taken:

PRESENT COUNCIL MEMBERS: Marsee, Barnes, Land, Louvet, Cybulski, Densmore.

ALSO PRESENT: Diana Zarazua, City Clerk; Kalley Hess, City Treasurer; Richard S. Ortiz, City Administrator/Finance Director; Lawrence Coogan, Corporation Counsel; Chad Hayse, Police Chief; Joseph Murray, Fire Chief; Richard Browning, DPW Director; Jake Wolan, Fieldhouse Supervisor.

The Pledge of Allegiance was led by Mayor Striz

15-12-293 Moved by Louvet and supported by Marsee, to approve the **Regular** City Council Meeting Minutes dated November 18, 2015 with the correction of resolution #291 (mover of the motion was Barnes) & #292 (mover of the motion was Barnes supported by Louvet)

Yeas: Marsee, Barnes, Land, Louvet, Cybulski, Densmore

Resolution Adopted

Audience Participation was offered

15-12-294 Moved by Louvet and supported by Marsee to concur with the request of DPW Director Richard Browning to extend the 2015 Annual Bids for one week because no bids were received, by the November 17, 2015 10:00 a.m. deadline, for the items as follows:

- ITEM A. LEAD FREE GASOLINE
#1 DIESEL FUEL
#2 DIESEL FUEL
- ITEM B. ¾" CLEAN LIMESTONE
2" CLEAN LIMESTONE
21 AA AND 21 AC CRUSHED LIMESTONE
- ITEM C. #1 CLEAN SCREENED TOP SOIL
SCREENED FILL SAND

Passed Unanimously

15-12-295 Moved by Louvet and supported by Marsee, to direct the DPW Director, Richard Browning, to shut down the boring, by DTE on Harman Street, until they shut off the gas at 18065 Harman Street.

Passed Unanimously

15-12-296 Moved by Louvet and supported by Cybulski, to concur with the request of the City Administrator, Richard Ortiz, to adopt the amended animal fee schedule as follows:

CITY OF MELVINDALE
FEE SCHEDULE
ANIMAL CONTROL SERVICES TO MELVINDALE RESIDENTS

LICENSE

EACH ANIMAL	\$6.00 ANNUALLY
REPLACEMENT TAG – EACH ANIMAL	\$2.00

STRAY ANIMAL IMPOUNDING

INITIAL IMPOUND PLUS TICKET	\$45 (INCLUDES IMPOUND, AND 1 DAY LODGING)
2 nd DAY TO 9 th DAY FEES)	\$10 PER DAY FOR LODGING AND FOOD (PLUS ABOVE FEES)
10 th DAY	\$50 (PLUS ABOVE FEES)
<u>SURRENDERS</u>	
OWNER SURRENDER (ANY ANIMAL)	\$150.00
	OWNER MUST SURRENDER TO ORDINANCE OFFICER OR POLICE OFFICER ONLY

MEDICAL SERVICES
VARIES ON MEDICAL SERVICES RENDERED

QUARANTINE

\$240

PICK UP DECEASED ANIMALS

\$75.00

EUTHANASIA

\$120.00

Passed Unanimously

15-12-297 Moved by Cybulski and supported by Marsee, to concur with the request of the City Administrator, Richard Ortiz, to accept the 2016 Deficit Elimination Plan as presented.

	Projected <u>2014</u>	<u>2015</u>	<u>2016</u>
Revenues:			
Property Taxes - Real and Personal	4,185,811	4,248,598	4,261,344
Increase in Special Assessment for Police and Fire - 10 Mills	1,472,969	1,495,064	1,499,549
Other property tax revenue - admin fee, etc	199,096	202,082	202,689
Licenses and Permits	336,263	339,626	343,021
Federal Grants	-	-	-
State Shared Revenue	1,434,668	1,406,911	1,587,967
State Grants	-	-	211,000
Charges for Services	719,277	726,470	733,733
Fines and Forfeitures	1,059,798	1,070,396	1,081,100
Investment Income	894	903	912
Rental Income and Sale of Easement	37,298	474,865	-
Other revenue:			
Cable Franchise Fees	160,365	163,572	166,844
Other Miscellaneous Income	493,357	503,224	513,289
TOTAL REVENUE	10,099,796	10,631,711	10,601,447
Expenditures:			
General Government	1,970,286	2,029,395	2,144,971
Public Safety			

	3,288,100	3,109,100	3,220,595
Public Works	1,279,418	1,292,212	1,211,791
Health and Welfare	45,402	46,764	48,165
Recreation and Culture	20,779	6,639	6,689
Employee Benefits and Insurance	3,200,651	2,844,341	3,052,013
Debt Service	2,500	2,500	74,915
TOTAL EXPENDITURES	9,807,136	9,330,951	9,759,139
Excess of (Expenditures) Over Revenue	292,660	1,300,760	842,308
Other Financing Sources (Uses):			
Proceeds from issuance of debt	-	-	-
Transfers In	-	-	-
Transfers Out	(137,479)	(150,464)	(150,876)
Change in Fund Balance	155,181	1,150,296	691,432
Change in Nonspendable/Restricted Fund Balance:			
Land held for resale	-		
Prepays	(3,456)		
Advance	(22,355)		
Change in Unassigned Fund Balance	129,370		
Beginning Unassigned Fund Balance	(1,946,124)	(1,816,754)	(666,458)
Additional advance to Enterprise Fund	-	-	-
Ending Unassigned Fund Balance	(1,816,754)	(666,458)	24,974

Passed Unanimously

15-12-298 Moved by Louvet and supported by Marsee, to concur with the request of the City Administrator, Richard Ortiz, to adopt a continuation budget.

Continuation Budget Resolution - 2016

WHEREAS: Circumstances did not permit the usual budget preparation process, therefore a continuation budget was proposed as provided by City Charter to permit continued operations until a budget review and proposed amendments were submitted for fiscal year 2016; now therefore be it

RESOLVED: That the following schedule of revenues and appropriations for the fiscal year commencing January 1, 2016 and ending December 31, 2016 be and are hereby authorized on a department basis for the General Fund and in total for other funds, as follows:

Subject to review and amendment during the first quarter of calendar 2016:

City of Melvindale Continuation Budget for Fiscal Year 2016

General Fund		
	<u>Anticipated Revenue:</u>	
	Property Tax	6,020,616
	State of Michigan	1,459,506
	Other Revenue and Financing Sources	2,686,212
	Total Revenues and Other Sources	10,166,334
	<u>Anticipated Expenditures</u>	
	Council Total	15,500
	District Court Total	803,000
	Mayor Total	48,405
	Controller Total	139,135
	Election Workers Total	11,285
	Auditors Total	81,600
	Corporation Counsel Total	132,100
	City Clerk Total	121,068
	Board of Review Total	2,100
	Treasurer Office Total	142,359
	Data Processing Total	20,850
	Police Dept Total	1,744,892
	Fire Dept Total	1,446,246
	Mutual Aid Total	7,000
	Dept of Public Works Total	454,754
	Street Lighting Total	208,000
	Contribution to other funds Total	1,586,689
	Refuse Total	624,000

General Fund		
	<u>Anticipated Expenditures - Continued</u>	
	Swimming Pool Total	3,300
	Trailer Park Total	70,000
	Senior Program Total	28,863
	Parks & Recreation Total	76,392
	Insurances Total	427,892
	Retirement Contributions	871,402
	Miscellaneous	153,635
	Tax Anticipation Notes Issuance	51,077
	Total Appropriations	9,271,544
Major Street Fund		
	<u>Anticipated Revenue:</u>	
	State of Michigan MVHF Allocations	400,404
	Other Rev/FB Approp./Transfers from Other Fnds	185,271
	Total Revenues and Other Sources	585,675
	<u>Anticipated Expenditures</u>	
	Surface Maintenance Total	329,300
	Sweeping/Flushing Total	37,000
	Grass/Weed Control Total	600
	Storm Drain Maint. Total	11,200
	Trees/Shrubs Total	2,800
	Traffic Signs Total	11,000
	Winter Maintenance Total	19,500
	Roadside Parks Total	6,500
	Administration Total	2,500
	Record Keeping Total	1,275
	Contribution to Other Funds Total	164,000
	Total Appropriations	585,675
Local Street Fund		
	<u>Anticipated Revenue:</u>	
	State of Michigan MVHF Allocations	163,834
	Other Rev/FB Approp./Transfers from Other Fnds	25,553
	Contribution from Other Funds	164,000
	Total Revenues and Other Sources	353,387
	<u>Anticipated Expenditures</u>	
	Surface Maintenance Total	183,664
	Sweeping/Flushing Total	57,000
	Grass/Weed Control Total	5,000
	Storm Drain Maint. Total	28,700
	Trees/Shrubs Total	19,250
	Traffic Signs Total	1,300
	Winter Maintenance Total	27,500
	Administration Total	2,000
	Record Keeping Total	1,130
	Insurances	2,300
	Total Appropriations	327,844

Library Fund					
	<u>Anticipated Revenue</u>		214,154		
	<u>Anticipated Expenditures</u>		126,602		
Community Development Block Grant Fund					
	<u>Anticipated Revenue</u>		103,640		
	<u>Anticipated Expenditures</u>		103,640		
Downtown Development Authority Fund					
	<u>Anticipated Revenue</u>		232,160		
	<u>Anticipated Expenditures</u>		198,395		
Drug Forfeiture Fund					
	<u>Anticipated Revenue</u>		30,000		
	<u>Anticipated Expenditures</u>		30,000		
Brownfield Redevelopment Authority Fund					
	<u>Anticipated Revenue</u>		68,610		
	<u>Anticipated Expenditures</u>		67,541		
Economic Development Corporation Fund					
	<u>Anticipated Revenue</u>		2,525		
	<u>Anticipated Expenditures</u>		2,525		
General Obligation Debt Service Fund					
	<u>Anticipated Revenue</u>		226,989		
	<u>Anticipated Expenditures</u>		226,989		
Water and Sewer Fund					
	<u>Anticipated Revenue</u>		3,913,000		
	<u>Anticipated Expenditures</u>		3,885,325		
Civic Center Fund					
	<u>Anticipated Revenue</u>		400,446		
	<u>Anticipated Expenditures</u>		574,855		
Self Insurance Fund					
	<u>Anticipated Revenue</u>		1,850,550		
	<u>Anticipated Expenditures</u>		1,850,550		

THEREFORE, BE IT FURTHER RESOLVED, that the City of Melvindale adopts the foregoing 2016 Proposed Budget as a Continuation Budget to be supported by the approximated Tax Millage Rates, to be levied on the respective dates, subject to any adjustments required by application of law (Headlee and Proposal A):

Charter Operating	19.4081	Mills on 7/1/16
Act 293 Refuse	2.9110	Mills on 7/1/16
Library	0.9701	Mills on 7/1/16
S.A. Police & Fire	10.0000	Mills on 12/1/16
Pension Judgment	4.0000	Mills on 12/1/16
Total	37.2892	For FY 2016

Passed Unanimously

15-12-299 Moved by Marsee and supported by Louvet, to receive and place on file the Treasurer's report for the month of November 2015.

Passed Unanimously

15-12-300 Moved by Louvet and supported by Barnes, to remove from table and approve the Mayor's Commission Appointments as follows:

Re-appointment of Patricia McLean to serve on the Commission of Aging 3-year term, new term expiring November 21, 2018.

Re-appointment of Pauline Lemke to serve on the Commission of Aging 3-year term, new term expiring November 21, 2018.

Re-appointment of Diann Rink to serve on the Board of Review 3-year term, new term expiring November 21, 2018.

Re-appointment of Lawrence Coogan, to serve on the Building Authority 3-year term, new term expiring November 18, 2018.

Re-appointment of Diann Rink to serve on the Civil Service Commission 5 year term, new term expiring, November 18, 2020.

Re-appointment of Michael Quint/Architect to serve on the Construction Board of Appeals (BOCA) 5 year term, new term expiring November 18, 2020.

Re-appointment of Dennis Krestel/Architect to serve on the Construction Board of Appeals (BOCA) 5 year term, new term expiring November 18, 2020.

Re-appointment of Larry Rink to serve on the Local Officers of Compensation 5-year term, new term expiring November 18, 2020.

Re-appointment of Theresa Kieltyka to serve on the Downtown Development Authority 4-year term, new term expiring November 20, 2019.

Re-appointment of Danny Kasmikha to serve on the Downtown Development Authority 4-year term, new term expiring November 20, 2019.

Re-appointment of Coleen Bates to serve on the Downtown Development Authority 4-year term, new term expiring November 20, 2019.

Re-appointment of Kevin McIssac to serve on the Economic Development Corporation 6-year term, new term expiring November 17, 2021.

Re-appointment of Wendy Radke to serve on the Economic Development Corporation 6-year term, new term expiring November 17, 2021.

Re-appointment of Marvin Yates to serve on the Economic Development Corporation 6-year term, new term expiring November 17, 2021.

Re-appointment of Andrew Johnson to serve on the Historical Commission 5-year term, new term expiring November 18, 2020.

Re-appointment of Janice Poe to serve on the Library Commission 5-year term, new term expiring November 18, 2020.

Re-appointment of Kimberly Mathes to serve on the Parks & Recreation Commission 3-year term, new term expiring November 21, 2018.

Re-appointment of Richard Horetski to serve on the Parks & Recreation Commission 3-year term, new term expiring November 21, 2018.

Re-appointment of Ione Ronan to serve on the Parks & Recreation Commission 3-year term, new term expiring November 21, 2018.

Re-appointment of Bob Cassady to serve on the Planning Commission 3-year term, new term expiring November 21, 2018.

Re-appointment of Kevin McIssac to serve on the Public Safety Commission 5-year term, new term expiring November 18, 2020.

Re-appointment of Rich Ortiz to serve on Pension Board I, 2-year appointment, new term expiring November 15, 2017.

Passed Unanimously

15-12-301 Moved by Marsee and supported by Louvet, to remove from table and to approve the Mayor's Reappointment of Richard Ortiz, as Full Time City Administrator and Finance Director, at an annual salary of \$110,000.00, opting out of City's Healthcare Insurance, with a 10% Defined Contribution Plan paid by the City; and further to serve at the will and pleasure of the Mayor and City Council.

Yeas: Marsee, Land, Louvet, Densmore

Nays: Barnes, Cybulski

Motion Passed

15-12-302 Moved by Marsee and supported by Louvet, to remove from table and to approve the Mayor's Reappointment of Lawrence J. Coogan as Corporation Counsel in addition to his current responsibilities as City Prosecutor at a total compensation of \$160,000.00 annually with no benefits; and further to serve at the will and pleasure of the Mayor and City Council.

Yeas: Marsee, Land, Louvet, Densmore

Nays: Barnes, Cybulski

Motion Passed

15-12-303 Moved by Marsee and supported by Louvet, to remove from table and to approve the Mayor's Reappointment of Cecilia Dally as Executive Secretary to the Mayor and City Council under benefit package Schedule B at an hourly rate of \$16.83; and further to serve at the will and pleasure of the Mayor and City Council.

Passed Unanimously

15-12-304 Moved by Marsee and supported by Cybulski to remove from table and to approve the Mayor's Reappointment of Richard Browning as the Director of the Department of Public Works and Water Commissioner at an annual salary of \$52,000.00 plus Schedule B benefits; and further to serve at the will and pleasure of the Mayor and City Council with the understanding the water certifications are obtained beginning in 2016.

Yeas: Marsee, Land, Cybulski, Densmore

Nays: Barnes, Louvet

Motion Passed

15-12-305 Moved by Marsee and supported by Barnes, to remove from table and to approve the Mayor's Reappointment of Jake Wolan as Fieldhouse Supervisor at an annual salary of \$38,000.00 and the benefits listed for the Schedule C+ employees; and further to serve at the will and pleasure of the Mayor and City Council.

Passed Unanimously

15-12-306 Moved by Louvet and supported by Cybulski, to table the Mayor's Reappointment of **Ardys Bennett as Interim, Part-Time Chief Building Official/Building Inspector**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same.

Passed Unanimously

15-12-307 Moved by Marsee and supported by Cybulski, to table the Mayor's Reappointment of **Andrew Bovair Jr. as Interim Building Inspector**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same.

Passed Unanimously

15-12-308 Moved by Louvet and supported by Cybulski, to table the Mayor's Reappointment of **Bradley Burns, as Heating and Cooling Inspector**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same.

Passed Unanimously

15-12-309 Moved by Marsee and supported by Louvet, to table the Mayor's Reappointment of **John De Angelis as Electrical Inspector**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same.

Passed Unanimously

15-12-310 Moved by Louvet and supported by Cybulski, to table the Mayor's Reappointment of **Clive Forrest as Plumbing Inspector**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same.

Passed Unanimously

15-12-311 Moved by Marsee and supported by Louvet, to table the Mayor's Reappointment of **Charles E. Raines, Co as City Engineer**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same.

Passed Unanimously

15-12-312 Moved by Marsee and supported by Cybulski, to table the Mayor's Reappointment of **Plante & Moran, LLP as City Auditors**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same. (Flat fee for General Fund audit is currently \$57,000.00)

Passed Unanimously

15-12-313 Moved by Louvet and supported by Marsee, to table the Mayor's Reappointment of **Anthony Fuoco as Assessor**, to serve at the will and pleasure of the Mayor and Council, with compensation currently being paid to remain the same, with no benefits, to handle all of the assessing duties as outlined in his proposal for \$32,000.00 annually.

Passed Unanimously

Second Audience Participation was offered

15-12-314 Moved by Barnes and supported by Marsee, to receive and place on file the invoices and cover sheet and to authorize the payment of approved invoices totaling \$638,281.34.

Passed Unanimously

15-12-315 Moved by Barnes and supported by Cybulski to adjourn the meeting at 8:36 p.m.

Passed Unanimously

Stacy L. Striz, Mayor

Diana Zarazua, City Clerk