

Regular Council Meeting of the City of Melvindale was held in the Council Chambers on Wednesday, May 15, 2019 at 7:30 p.m.

The meeting was called to order by Mayor Stacy L. Bazman and roll call was taken

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

The Pledge of Allegiance was led by Mayor Stacy L. Bazman

Invocation – Deacon Dan Abraham, Downriver Christian Community Church

ALSO PRESENT: Diana Zarazua, City Clerk; Michel Belch, Treasurer; Richard S. Ortiz, City Administrator/Finance Director; Lawrence J. Coogan, Corporation Counsel; Larrie Ordus, DPW Director; Bradley Burns, Chief Building Official; Interim Parks & Recreation Director, Susan Louvet

19-05-106 Moved by Cybulski and supported by Barnes, to approve the Regular Council Meeting minutes dated May 1, 2019.

Passed Unanimously

Audience Participation

19-05-107 Moved by Louvet and supported by Marsee, to adopt the following police department rules and regulation change, as adopted by the Public Safety Commission, on May 14th, 2019.

Policy: Incident Command

Policy: Bomb Threat

Passed Unanimously

19-05-108 Moved by Louvet and supported by Densmore, to approve the request of Lieutenant Daniel Jones, to allow the donation of the accumulated lost or stolen bikes, pursuant to MCL 434.181 section 1, in the Melvindale Police Department, to Urban Neighborhood Initiatives, 8300 Longworth Street, Detroit, MI 48209, a non profit organization.

Passed Unanimously

19-05-109 Moved by Barnes and supported by Densmore, to authorize Richard S. Ortiz, City Administrator/Finance Director, to submit the Corrective Action Plans (CAP), for the City of Melvindale's Retirement Health Benefit System Plan, self-insured, and the City of Melvindale's Defined Benefit Pension Retirement System Plan with Municipal Employees Retirement System (MERS) to the Michigan Department of Treasury pursuant to Public Act 202 of 2017.

Passed Unanimously

19-05-110 Moved by Louvet and supported by Barnes, to concur with the request of Richard S. Ortiz, City Administrator/Finance Director, to accept the Fiscal Year end, June 30, 2020, budget for the 24th Judicial Court as presented.

BUDGET SUMMARY 24TH JUDICIAL DISTRICT COURT

City of Melvindale	Name of Fund	Fund No.	Budget Year Ending Date
City of Allen Park	General	101	06/30/20

CONTRIBUTIONS (AND REVENUE SOURCES)

PAGE NO.	DEPARTMENT OR CLASSIFICATION ACCOUNT DESCRIPTION	AMOUNT		
		ACTUAL PRIOR YR. 2017/2018	ACTUAL PRIOR YR. 2018/2019	RECOMMENDED 2019/2020
	City of Allen Park	\$1,738,949	\$1,675,549	\$1,751,143
	City of Melvindale	\$869,475	\$837,775	\$875,572
	Investment Interest	\$500	\$2,500	\$10,000
	Miscellaneous	\$25,000	\$25,000	\$25,000
	Surplus Previous Fiscal Year	\$150,000	\$200,000	\$150,000
	Probation Department	\$100,000	\$100,000	\$100,000
	TOTAL REVENUES	\$2,883,924	\$2,840,824	\$2,911,715
	OTHER SOURCES			
	TOTAL REVENUES AND OTHER SOURCES	\$2,883,924	\$2,840,824	\$2,911,715

EXPENDITURES (AND OTHER USES)

PAGE NO.	DEPARTMENT OR CLASSIFICATION ACCOUNT DESCRIPTION	AMOUNT		
		ACTUAL PRIOR YR. 2017/2018	ACTUAL PRIOR YR. 2018/2019	RECOMMENDED BUDGET
	Personal Services	\$967,000	\$986,000	\$1,011,561
	Employee Benefits	\$1,380,500	\$1,280,400	\$1,333,730
	Operating Expenses	\$432,500	\$470,500	\$462,500
	Capital Outlay	\$103,924	\$103,924	\$103,924
	TOTAL EXPENDITURES	\$2,883,924	\$2,840,824	\$2,911,715
	OTHER USES			
	AMOUNTS NEEDED FOR CONTINGENCIES			
	TOTAL EXPENDITURES AND OTHER USES	\$2,883,924	\$2,840,824	\$2,911,715

EXPENDITURES (AND OTHER USES)

City of Melvindale City of Allen Park		Name of Fund General	Department 24TH DISTRICT COURT	Division	
Department or Classification		Amount			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR 2017/2018	ACTUAL PRIOR YR. CURRENT YEAR 2018/2019	BUDGET YEAR RECOMMENDED 2019/2020	FINAL ADOPTED
	SALARIES AND WAGES				
701	Salaries	\$964,000	\$983,000	\$1,008,561	
709	Overtime	\$3,000	\$3,000	\$3,000	
	TOTAL:	\$967,000	\$986,000	\$1,011,561	
	EMPLOYEE BENEFITS				
714	Longevity	\$12,700	\$13,400	\$14,100	
715	Social Security Tax	\$75,000	\$76,000	\$78,000	
716	Hospitalization Insurance	\$545,000	\$540,000	\$610,000	
716.1	Retiree Health Care New Hire	\$500	\$500	\$500	
717	Life Insurance	\$7,500	\$8,000	\$8,000	
720	Dental Insurance	\$25,000	\$30,000	\$26,000	
721	Optical Insurance	\$0	\$0	\$0	
722	Retirement Contribution	\$703,000	\$600,000	\$584,630	
722.1	MERS	\$3,800	\$4,500	\$4,500	
723	Worker's Compensation Ins.	\$8,000	\$8,000	\$8,000	
724	Unemployment Comp. Carryover	\$0	\$0	\$0	
724.1	Unemployment Comp. Current	\$0	\$0	\$0	
	TOTAL:	\$1,380,500	\$1,280,400	\$1,333,730	
	OPERATING EXPENSES				
728	Office Supplies	\$40,000	\$40,000	\$40,000	
730	Postage	\$20,000	\$23,000	\$23,000	
768	Uniforms	\$2,000	\$2,000	\$2,000	
808	Auditor	\$18,000	\$18,000	\$18,000	
814	Computer Services	\$55,000	\$65,000	\$65,000	
820	Administrative Expenses	\$2,500	\$2,500	\$2,500	
826	Legal Fees	\$60,000	\$67,000	\$60,000	
835	Witness/Jury Fees	\$6,000	\$6,000	\$6,000	
860	Service Charges	\$20,000	\$20,000	\$20,000	
865	Contract Labor	\$80,000	\$90,000	\$85,000	
873	Travel/Training	\$5,000	\$5,000	\$7,000	
900	Printing/Publishing	\$10,000	\$12,000	\$12,000	
911	Liability Insurance	\$35,000	\$38,000	\$40,000	

Fund/Activity No. Budget Year Ending

101 6/30/2020

EXPENDITURES (AND OTHER USES)

City of Melvindale Name of Fund Department Division
 City of Allen Park General 24TH DISTRICT COURT

Department or Classification				Amount	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR 2017/2018	ACTUAL PRIOR YR. CURRENT YEAR 2018/2019	BUDGET YEAR RECOMMENDED 2019/2020	FINAL ADOPTED
	OPERATING EXPENSES (CONT'D)				
934	Equipment Maintenance	\$15,000	\$15,000	\$15,000	
942	Building Rental	\$0	\$0	\$0	
944	Building Maintenance	\$12,000	\$12,000	\$15,000	
945	Building Utilities	\$32,000	\$35,000	\$32,000	
958	Dues/Subscriptions	\$10,000	\$10,000	\$10,000	
965	Reserve for Comp. Abs.	\$10,000	\$10,000	\$10,000	
	TOTAL:	\$432,500	\$470,500	\$462,500	
	CAPITAL OUTLAY				
984	Equipment/Leasehold Improv.	\$100,000	\$100,000	\$100,000	
986	Debt Payments-Postage Mach	\$3,820	\$3,820	\$3,820	
986.1	Debt Payments Interest	\$104	\$104	\$104	
	TOTAL:	\$103,924	\$103,924	\$103,924	
	TOTAL EXPENDITURES:	\$2,883,924	\$2,840,824	\$2,911,715	

REVENUES (AND OTHER USES)

City of Melvindale	Name of Fund	Department	Division
City of Allen Park	General	24TH DISTRICT COURT	

Department or Classification		Amount			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUAL PRIOR YEAR	CURRENT YEAR	BUDGET YEAR	
				RECOMMENDED RANGE	FINAL ADOPTED
				2019/2020	
	Fines, Costs, Civil and				
Court	Miscellaneous Revenues			\$2,600,000- \$2,800,000	

	DISTRIBUTION			
	Allen Park (2/3)			\$1,733,333-\$1,866,666
	Melvindale (1/3)			\$866,666-\$933,333
	TOTAL:			\$2,600,000-\$2,800,000
	The Court Reserves the Right to Amend Revenue Projections Based on any Changes or Caseload.			

Passed Unanimously

19-05-111 Moved by Barnes and supported by Cybulski, to receive and place on file the April 2019 Treasurer's report.

Passed Unanimously

19-05-112 Moved by Marsee and supported by Cybulski, to approve the request of Diana Zarazua, City Clerk regarding the City-Wide garage sale dates that will be held on June 17 – 23, 2019 and August 12 – 18, 2019 and further that during these dates only garage sale signs advertising a sale may be placed on city – owned public property at street corners and between the sidewalk and street curbs and permit fees are waived during the above specific dates only.

Passed Unanimously

Second Audience Participation

19-05-113 Moved by Barnes and supported by Marsee, to receive and place on file the invoice and cover sheet and to authorize the payment of the approved invoices totaling \$341,714.20 and the electronic transfers totaling \$948.40.

Passed Unanimously

19-05-114 Moved by Barnes and supported by Marsee, to adjourn at 8:19 p.m., no objections, so ordered.

Passed Unanimously

Stacy L. Bazman, Mayor

Diana Zarazua, City Clerk