

City of Allen Park Regular Council Meeting Minutes  
Tuesday, April 14, 2020

Mayor Gail McLeod called the Meeting to order at 6:00 PM (**VIA ZOOM-** Meeting ID – 319-775-226)  
Roll Call showed present: Councilman Felice “Tony” Lalli, Councilman Daniel Loyd, Councilwoman Pamela Sych, Councilman Matthew E. Valerius, Councilman Gary Schlack, Councilman Charles Blevins, and Treasurer Maureen Armstrong

Motion by Valerius  
Supported by Lalli  
RESOLVED, to approve the Agenda as approved  
**Roll Call Vote: Unanimous**  
MOTION ADOPTED – 20-0414-0048

Motion by Schlack  
Supported by Valerius  
RESOLVED, to approve the Minutes for the Regular Meeting of March 17, 2020  
**Roll Call Vote: Unanimous**  
MOTION ADOPTED – 20-0414-049

Motion by Lalli  
Supported by Schlack  
**WHEREAS**, State of Michigan Governor Gretchen Whitmer has declared a State of Emergency in response to COVID-19;

**WHEREAS**, on March 18, 2020, Governor Whitmer issued Executive Order 2020-15 to suspend rules and procedures relating to physical presence at meetings and hearings of public bodies to allow for public bodies to continue to conduct public business during the COVID-19 emergency and the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare; and

**WHEREAS**, the Executive Order allows the City Council and all other City Commissions and Committees (hereinafter referred to collectively as “Public Bodies”) to continue public business, and to allow the public to attend meetings of the Public Bodies remotely if they desire, consistent and in compliance with Executive Order 2020-15, the City Council desires to establish rules to authorize and allow its members and members of the public to attend meetings of the Public Bodies by electronic means or telephone, as set forth in this Resolution;

**NOW THEREFORE BE IT RESOLVED** that the City Council immediately authorizes its members and members of the public to attend all meetings of Public Bodies by electronic means or telephone and establishes rules as follows:

A. NOTICE OF MEETINGS:

1. For every meeting to be held remotely pursuant to this Resolution, the City Clerk shall post on the homepage of City’s website in a conspicuous location and at the Allen Park City Hall located at 15915 Southfield Road, the following:
  - a. An explanation of why the Public Body is meeting remotely.
  - b. The Meeting ID and Password numbers or other necessary information for members of the public to utilize in order to access the meeting remotely.
  - c. The agenda for the meeting at least 18 hours prior to the meeting.
  - d. Procedures by which persons with disabilities may participate in the meeting.

City of Allen Park Regular Council Meeting Minutes  
Tuesday, April 14, 2020

2. If any meeting includes a public hearing, all material that will be considered by the Public Body at the public hearing shall be posted or linked on the homepage of the City's website in a conspicuous location or as otherwise required by law. This provision shall not apply to written public comments received by the Public Body for the public hearing.

**B. CONDUCT OF THE MEETING:**

1. The electronic or telephone technology being utilized shall allow the members of the Public Body to communicate to any other member in attendance and any member of the public or staff attending and shall allow any member, any member of the public, or staff attending to communicate with any member attending.
2. A members' remote attendance shall be considered attendance for the purpose of establishing a quorum.
3. Any vote by a member participating remotely pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member remotely.
4. If any member is participating remotely, all votes on any matter shall be taken by roll call vote.
5. Adjournment of a meeting shall occur only on a roll call vote of the Public Body.
6. For closed sessions conducted under this policy, each member and authorized attendee of the closed session shall not allow anyone else to hear or view the closed session. All members and authorized attendees of the closed session shall affirm, before the closed session begins, that they are in compliance with this subsection.
7. Emails, texting, or other forms of electronic communication by or between members during the meeting shall not be allowed.

**C. ATTENDANCE BY MEMBERS OF THE PUBLIC:**

1. Immediately after calling the meeting to order, the Mayor, Chairperson or other designated facilitator shall ensure that the electronic means or telephone means of conducting the meeting remotely is working. If the electronic means or telephone means of conducting the meeting remotely is not working, the meeting shall be immediately adjourned by the chair of the meeting without any decision or deliberation on any matter.
2. If any member of the public is attending remotely, each member of the public shall be provided an opportunity to provide public comment during a public comment portion of the agenda pursuant to the rules of the Public Body on public comment. Such opportunity shall be given by the Mayor, Chairperson or other designated facilitator asking each individual who has attending the meeting by electronic means or telephone whether they have any public comment.
3. If any member of the public is attending, and a closed session is called by the Public Body as permitted by the Open Meetings Act, a separate call in number or other electronic means of remotely participating shall be available for the Public Body to utilize for a closed session that is not available to the public, the City Clerk shall clearly indicate at what point in the agenda the closed session will occur, the projected

City of Allen Park Regular Council Meeting Minutes  
Tuesday, April 14, 2020

length of the closed session, that the public will not be able to hear the Public Body or provide comment during the closed session, and the Public Body shall return to the public meeting following closed session to adjourn the meeting or take other action as necessary.

This Resolution is intended to establish rules for and authorize participation by remote access by members of the Public Body and attendance by remote access by members of the public in the interest of the public health, safety, and welfare during the COVID-19 Pandemic while preserving meaningful access to meetings and communication for Public Body members and members of the public, including members of the press and other news media.

In the event of a conflict between this Resolution and the Rules of the City Council or other Public Body, the terms of this Resolution shall control.

This Resolution shall be effective immediately and shall remain in effect until April 30, 2020 at 11:59 pm or so long as Executive Order 2020-15 is in effect.

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0414-050

Motion by Blevins

Supported by Lalli

RESOLVED, to Accept and File the City Administrators operational updates/reports/documents and submissions

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0414-051

Motion by Loyd

Supported by Valerius

RESOLVED, to approve the CONSENT AGENDA as follows:

**A. Purchasing Actions**

1. Claims & Accounts
2. Payroll Report

**B. Finance Actions**

1. March 2020 – 1. Finance Overview
2. Budget to Actual Report
3. Balance Sheet
4. Cash Flow

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0414-052

Motion by Lalli

Supported by Valerius

**WHEREAS**, State of Michigan Governor Gretchen Whitmer has declared a State of Emergency in response to the COVID-19 pandemic prohibiting large assemblages and events and ordering the closure of all K-12 school buildings (Executive Order 2020-11), authorizing remote participation in public meetings and hearings (Executive Order 2020-15), closing or limiting the operation of public business such as theaters, bars, casinos and restaurants (Executive Order 2020-20), suspending activities that are not necessary to sustain or protect life (Executive Order 2020-21), and restoring water service to occupied residences (Executive Order 2020-28); and

**WHEREAS**, the City Council has determined it is in the best interest of the health, safety and welfare of the City to provide for the continued basic operations of the City of Allen Park and to take actions in compliance with Executive Orders issued by the Governor.

City of Allen Park Regular Council Meeting Minutes  
Tuesday, April 14, 2020

**THEREFORE BE IT RESOLVED** by the City Council of the City of Allen Park, Michigan, as follows:

1. The Allen Park City Hall located at 15915 Southfield Road, Allen Park Public Library located at 8100 Allen Road, Allen Park Department of Public Services located at 16125 White Avenue, Allen Park Parks & Recreation located at 15800 White Avenue, and the Park Playground Equipment located throughout the City are closed to the public pursuant to Executive Order 2020-21 until April 30, 2020 at 11:59 p.m. or until such time as ordered by the Governor. Until such time, all in-person government activities that are not necessary to sustain or protect life, or to support those businesses and operations that are necessary to sustain or protect life, are suspended except as otherwise permitted by Executive Order 2020-21, or extension thereof, and this Resolution.
2. In accordance with Executive Order 2020-15, the City will utilize electronic means or telephone for the City Council and all other City Commissions and Committees to continue public business and to allow the public to attend these meetings remotely if they desire.
3. Pursuant to Executive Order 2020-21, the City will continue operating and will provide necessary governmental activities that are performed by critical infrastructure workers in-person and remotely.
4. The City's workers may perform governmental activities by remote access, including video conferences, telephone conferences, and email communication, provided such conduct is in compliance with the Open Meetings Act, Act 267 of 1976 and Executive Order 2020-15.
5. Beginning March 11, 2020, water and sewer late fees on payments are waived, the fee to use a credit card for water and sewer payments is waived, and all shut-offs associated with non-payment of water and sewer services are hereby suspended until May 31, 2020.
6. Delinquent water and sewer accounts will be placed on the Winter tax bill (December 2020) instead of the Summer tax bill (July 2020).
7. Water and sewer service to any occupied residence where such services have been shut-off due to non-payment shall be restored, so long as reconnection would not create a risk to public health (e.g. due to cross-contamination).
8. If the City determines that any occupied residences within its service area have had water or sewer service shut-off for any reason other than nonpayment or that reconnection would create a risk to the public health, the City shall make best efforts to remedy such conditions and restore service to such occupied residences as soon as possible.
9. At the request of Advanced Disposal, Yard Waste/Compost Collection and Bulk Waste Collection are suspended effective Monday, March 30, 2020 and will resume tentatively on Monday, April 27, 2020, but this is subject to change. Trash Collection and Recycle Collection will continue as normal operations.
10. During this State of Emergency and until further action by the City Council, the City Administrator may impose, modify, or authorize exceptions to, any existing City policy or established practice as necessary to respond to the COVID-19 pandemic, including, but not limited to, strategies to reduce transmission among staff, protect people at higher risk for adverse health complications, and to provide and maintain essential and necessary governmental operations and services while minimizing the spread of the virus

City of Allen Park Regular Council Meeting Minutes  
Tuesday, April 14, 2020

and the possible negative impact to City residents. These powers include, but are not limited to, restricting access to facilities, reassigning employment duties, acquiring new software, authorizing work from remote locations, compensating staff for work or being available to work, waiving or reducing certain approved City fees to the public, as well as making necessary emergency expenditures to acquire necessary facilities or supplies.

11. The City Administrator will regularly advise the City Council of all such actions taken and the City Council retains control to reverse or modify any such measures taken by the City Administrator.
12. This resolution shall continue until the termination of the State of Emergency under section 3 of Executive Order 2020-4 or by further resolution of the City Council.
13. Any resolution inconsistent with this Resolution is hereby repealed, but only to the extent necessary to give this resolution full force and effect.

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0414-053

Motion by Valerius

Supported by Loyd

RESOLVED, to set the Public Hearing for the FY2020/2021 General Fund Budget for Tuesday, April 28, 2020 @ 6:00 PM

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0414-054

Motion by Valerius

Supported by Schlack

RESOLVED, to approve the Sidock Group for Archetecial Services for the Proposed new DPS Facility on Outer Drive at a cost of \$297,000.00 for the entire Project

**Roll Call Vote: 6 – YES – Blevins, Lalli, Loyd, McLeod, Schlack & Valerius 1 – NO - Sych**

MOTION ADOPTED – 20-0414-055

Motion by Lalli

Supported by Loyd

RESOLVED to approve the 1<sup>st</sup> & 2<sup>nd</sup> Reading of Proposed Ordinance #01 – 2020 an Ordinance amending Chapter 2, Administration, Article IV “Employee Benefits”, Division 2 “Employees Retirement System”, Subdivision II Board of Trustees, Section 2-232, “Established; Composition; Duties” to modify the manner in which the Retirant Trustee is designated to the Board

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0414-056

Motion by Loyd

Supported by Lalli

RESOLVED, to adjourn the Regular Council Meeting at 8:33 PM

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0414-057