

City of Allen Park Regular Council Meeting Minutes  
Tuesday, June 23, 2020

Mayor Gail McLeod called the Meeting to order at 6:00 PM in the Allen Park Council Chambers  
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 Blevins  
Supported by Lalli  
RESOLVED, to approve the Agenda with Removing Resolution 5 - Showmobile  
MOTION ADOPTED – 20-0623-0101

Motion by Valerius  
Supported by Sych  
RESOLVED, to approve the Minutes for the Regular Meeting of June 9, 2020  
MOTION ADOPTED – 20-0623-102

Motion by Schlack  
Supported by Lalli  
RESOLVED, to Accept and File the City Administrators operational updates/reports/documents and submissions  
MOTION ADOPTED – 20-0623-103

Motion by Blevins  
Supported by Valerius  
RESOLVED, to set a Public Hearing on Tuesday, July 28, 2020 @ 6:00 PM for Alley Vacation #01-2020 to vacate a portion of public Alley lying West of Shenandoah between Russell & Euclid to hear any and all comments & objections to said request  
MOTION ADOPTED – 20-0623-104

Motion by Lalli  
Supported by Blevins  
RESOLVED, to approve the CONSENT AGENDA as follows:

**A. Purchasing Actions**

1. Claims & Accounts
2. Payroll Report

MOTION ADOPTED – 20-0623-105

Motion by Loyd  
Supported by Sych  
RESOLVED, to approve the Year End Budget Amendments for FY 2019/2020 as follows:

	2019-20 ORIGINAL BUDGET	Proposed Amendment	2019-20 AMENDED BUDGET	
<hr style="border-top: 1px dashed black;"/>				
<b>Revenues</b>	23,450,578.00	(44,500.00)	23,406,078.00	<b>-0.19%</b>

Due to Covid-19, areas such as State Shared Revenue and District Court revenues are coming in lower than originally projected. We have, however, had a few areas that have come in above projections, netting a necessary revenue reduction projection of \$44,500.

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**Expenditures**

<b>Dept 215 - 215 CLERK</b>	<b>244,249.00</b>	<b>16,300.00</b>	<b>260,549.00</b>	<b>6.67%</b>
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The election costs and supplies were higher than anticipated, however, there is an anticipated reimbursement for the presidential primary.

<b>Dept 225 - 225 ASSESSOR</b>	<b>170,500.00</b>	<b>(7,700.00)</b>	<b>162,800.00</b>	<b>-4.52%</b>
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Areas such as professional services are coming in slightly lower than originally anticipated.

<b>Dept 340 - 340 FIRE DEPARTMENT</b>	<b>3,757,165.00</b>	<b>97,500.00</b>	<b>3,854,665.00</b>	<b>2.60%</b>
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The Fire Department has been the central Emergency Manager related to the Covid-19 crisis. This has resulted in increased expenses related to rescue supplies and overtime. There were also additional unanticipated medical expenses. Finally, ambulance billings are coming in slightly over budget, however, ambulance billings has an offsetting revenue, which has come in slightly over budget.

<b>Dept 445 - 445 DEPARTMENT OF PUBLIC SERVICE</b>	<b>1,665,928.00</b>	<b>133,900.00</b>	<b>1,799,828.00</b>	<b>8.04%</b>
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The Finance Department and Administration are scheduled to have a meeting with DTE regarding the unanticipated large street lighting bills. We are hopeful that there will be a credit in our future.

<b>Dept 707 - 707 PARKS &amp; REC</b>	<b>469,745.00</b>	<b>(95,500.00)</b>	<b>374,245.00</b>	<b>-20.33%</b>
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As with many of the amendments, Covid-19 has made many changes in the budget. Parks and Rec has had lower than projected P/T salaries, as well as Smart and park services and equipment maintenance.

<b>Dept 751 - 751 COMMUNITY CENTER</b>	<b>759,055.00</b>	<b>(79,000.00)</b>	<b>680,055.00</b>	<b>-10.41%</b>
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As noted in Parks and Rec, the Community Center has lower than anticipated costs due to Covid-19. We are recognizing lower than anticipated expenses in operating supplies and building and equipment maintenance.

<b>Dept 864 - 864 RETIREE/ACTIVE HEALTHCARE</b>	<b>3,171,936.00</b>	<b>(110,000.00)</b>	<b>3,061,936.00</b>	<b>-3.47%</b>
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Medical payments in this department are coming in lower than anticipated.

**Water & Sewer - 592**

Dept 603 - Basin	450,000.00			
		(125,000.00)	325,000.00	-27.78%

To reserve available funds for future projects.

MOTION ADOPTED – 20-0623-106

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Motion by Sych

Supported by Lalli

RESOLVED, to adopt the recommended Corrective Action to strengthen internal controls and increase operating efficiencies identified by Plante Moran during the audit of the City's financial statements for the year ended June 30, 2019

MOTION ADOPTED – 20-0623-107

Motion by Valerius

Supported by Schlack

RESOLVED to approve the Salaried Personnel Wages Increase as follows:

<u>Name</u>	<u>Title</u>	<u>Old Salary</u>	<u>New Salary</u>
Matt Baker	Building Inspector	\$61,813.66	\$63,049.93
Jackie Baxter	Payroll Coordinator	\$50,913.37	\$51,931.64
Sandi Blakney	Library Director	\$77,818.88	\$79,375.26
Dave Boomer	Community Development	\$82,788.40	\$84,444.17
Robert Cady	Finance Director	\$96,031.73	\$97,952.36
Edward Cann	Deputy Fire Chief	\$82,366.52	\$84,013.85
Matt Dohring	DPS Supervisor	\$66,903.42	\$68,241.49
Rob Fulton	Deputy Parks & Recreation	\$60,936.25	\$62,154.98
Patrick Hawkins	Parks & Recreation Director	\$80,357.58	\$81,964.73
Kyle Kar	Recreation Facilities	\$37,822.50	\$38,578.95
Douglas LaFond	Fire Chief	\$95,606.35	\$97,518.48
William Miner	Water Supervisor	\$66,903.42	\$68,241.49
Tom Murray	DPS Director	\$84,425.25	\$86,113.76
Roy Shipman	Garage/Basin Supervisor	\$66,903.42	\$68,241.49
Ken Simerly	Ordinance Officer	\$48,460.08	\$49,429.28
Brandi Swinehart	Assistant Library Director	\$40,040.00	\$40,840.80
Amanda Wertz	Deputy Finance Director	\$79,474.63	\$81,064.12
James Wilkewitz	Police Chief	\$97,867.37	\$99,824.72
Deborah Zettel	Administrative Assistant	\$39,030.83	\$39,811.44

MOTION ADOPTED – 20-0623-108

Motion by Lalli

Supported by Blevins

RESOLVED, to approve the DDA Executive Director's contract for one year, effective July 1, 2020 through June 30, 2021, along with a recommendation that her annual salary be increased to \$81,540.51

MOTION ADOPTED – 20-0623-109

Motion by Schlack

Supported by Lalli

RESOLVED, to Authorize the Building Inspector or City Planner to issue Outdoor Service/Sidewalk Area Occupancy Permits in accordance with Section 52-906 of the Code of Ordinances and to grant permission to use city owned property if the requirements of Section 52-906 are satisfied

MOTION ADOPTED – 20-0623-110

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Motion by Loyd

Supported by Valerius

RESOLVED, to waive permit fees for Outdoor Service/Sidewalk Area Permits for the 2020 season and establish the necessary liability insurance coverage requirements to be at least \$1,000,000.00 for death or injury to one person and at least \$3,000,000.00 for death or injury to more than one person with the City being an additional named insured, the policy may be not be cancelled without notice being provided to the City at least 30 days before the policy is cancelled and the policy must be issued by a carrier licensed to do business in the state of Michigan

MOTION ADOPTED – 20-0623-111

Motion by Lalli

Supported by Valerius

RESOLVED, to approve the Independence Day Bicycle Parade Permit to be held on June 27, 2020 to start behind Cabrini Grade School at 10 AM go down Park Ave. and end in the AP Show Parking lot with fee waived

MOTION ADOPTED – 20-0623-112

Motion by Schlack

Supported by Loyd

RESOLVED to approve the 1<sup>st</sup> & 2<sup>nd</sup> Reading of Proposed Ordinance #04 – 2020 an Ordinance amending Chapter 2, “Administration”, Article VI, “Finance”, by adding Division 4, “Conveyance or Leases of Lands of the City” to Authorize a sale of Parcel of Land which is currently used for DPW Operations

MOTION ADOPTED – 20-0623-113

Motion by Sych

Supported by Valerius

RESOLVED to approve the 3<sup>rd</sup> Reading & Public Hearing of Proposed Ordinance #02 – 2020 an Ordinance amending Chapter 10, “Buildings and Building Regulations”, Article II, “State Construction Code”, Division 2 “Construction Board of Appeals”, to update the provision for a Construction Board of Appeals

MOTION ADOPTED – 20-0623-114

\*No Comments were heard from the Public

Motion by Lalli

Supported by Schlack

RESOLVED to approve the Adoption of Ordinance #02 – 2020 an Ordinance amending Chapter 10, “Buildings and Building Regulations”, Article II, “State Construction Code”, Division 2 “Construction Board of Appeals”, to update the provision for a Construction Board of Appeals– Shall this Ordinance Pass?

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0623-115

Motion by Blevins

Supported by Valerius

RESOLVED to approve the 3<sup>rd</sup> Reading & Public Hearing of Proposed Ordinance #03 – 2020 an Ordinance amending Chapter 10, “Buildings and Building Regulations”, Article III, “Property Maintenance Code”, to update the International Property Maintenance Code from the 2009 Edition to the 2018 Edition

MOTION ADOPTED – 20-0623-116

\*No Comments were heard from the Public

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Motion by Loyd

Supported by Lalli

RESOLVED to approve the adoption of Ordinance #03 – 2020 an Ordinance amending Chapter 10, “Buildings and Building Regulations”, Article III, “Property Maintenance Code”, to update the International Property Maintenance Code from the 2009 Edition to the 2018 Edition– Shall this Ordinance Pass?

**Roll Call Vote: Unanimous**

MOTION ADOPTED – 20-0623-117

Motion by Loyd

Supported by Blevins

RESOLVED, to adjourn the Regular Council Meeting at 7:20PM

MOTION ADOPTED – 20-0623-118

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Gail McLeod – Mayor

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Michael I. Mizzi – City Clerk