SPECIAL MEETING
ROSEVILLE CITY COUNCIL

MANAGER'S CONFERENCE ROOM
29777 GRATIOT AVENUE
ROSEVILLE, MI 48066
(586) 445-5440

TUESDAY, APRIL 21, 2009
7:25 p.m.

ROLL CALL

PRESENT:

Mayor	John Chirkun
Mayor Pro Tem	Robert Taylor
Councilpersons	Salvatore Aiuto
	Jan Haggerty
	Frank Maisano
	Colleen McCartney
	Bill Shoemaker

ABSENT: None

OTHERS PRESENT:

City Manager	Stephen Truman
City Controller/Assistant City Manager	Peter Provenzano
Assistant City Controller	Jane Lamb
City Attorney	Tim Tomlinson
City Clerk	Richard Steenland

Mayor John Chirkun called the meeting to order at 7:25 p.m.

1. HEARING OF THE PUBLIC.

No one from the public wished to be heard.

2. Discussion regarding Manager's proposed budget for fiscal year 2009 - 2010.

City Manager Stephen Truman stated that the City is proceeding with the Fireworks Celebration this year. The Administration and Mayor Chirkun met with representatives from the City's unions pertaining to employees volunteering their time for the fireworks. The Fire Department, Police Department, Clerical Union and Court Unions have responded to this request. The City will continue to work on gaining funding for the fireworks.

Mr. Truman discussed the Memorial Day Parade and the overtime budget to cover this event. Mayor John Chirkun commented that in these hard economic times the City has to step up and provide services to Roseville residents.

Councilman Salvatore Aiuto stated that Council has to be consistent in their decisions when it comes to eliminating spending; he is in favor of holding the fireworks this year, but the issue has to be reviewed next year.

Mr. Truman responded to a question he received from Councilman Aiuto about the budget request for picnic tables and barbeques in a few parks and the number of employees who are eligible to retire prior to next year. Nineteen employees are eligible to retire; however, these individuals may not retire due to many circumstances.

Councilman Frank Maisano discussed permit and administration fees, franchise fees and retirement health care reimbursement.

Mayor Chirkun suggested that Mr. Truman go through the budget on a departmental basis. Mr. Truman discussed the following departments:

39TH DISTRICT COURT

Mayor Chirkun commented on the possibility of implementing an e-ticket program which will allow an Officer to swipe a driver's license and print a ticket to a driver. The information from the reader is uploaded by the Court and will cut down on the manpower. Assistant Controller Jane Lamb explained this program to Council.

Mr. Truman discussed the issue of money collections through the Probation Department and an employment opening in the Court. After the budget discussions Mr. Truman will meet with Chief Judge Joseph Boedeker and the Court Administrator about the Probation Department.

Councilman Robert Taylor asked Mrs. Lamb if the Probation Department is bringing in enough revenue to cover its costs. Mr. Truman stated that at this time the Probation Department is not bringing revenue into the City.

CITY MANAGER

This department is down this year due to the fact that last year the audio/video equipment was purchased out of this budget.

CITY CONTROLLER

This department shows a minor increase due to employee wages and health care. The total expenditures in the proposed budget are up a total of 1% from last year.

CLERK'S OFFICE

There is a reduction in this department due to the minimization of overtime. A temporary/part-time employee is budgeted for use at the discretion of the City Clerk.

Councilman Salvatore Aiuto complimented City Clerk Richard Steenland on the new recording equipment and asked why there was an increase in the postage budget. Mr. Steenland explained that the number of mailings the office issues has increased as well as the number of permanent absentee voters.

Mayor Chirkun asked Mr. Steenland if the business license fees are put into the Clerk's budget or the General Fund; the money goes into the General Fund.

INFORMATION SERVICES

This budget increased slightly due to centralizing the software licensing agreements and any computer equipment-related purchases are handled through this department.

Councilman Robert Taylor asked if the new computers for the Court will be compatible with the new computers. Mrs. Lamb explained that the e-ticket program will be compatible with the new computers.

PURCHASING

This department has a minimal increase due to increases in wages and healthcare. This department is getting involved in different areas such as posting items for sale on the internet. Large purchases will be reviewed to make sure that the City is not overstocking items.

RETIREMENT

The increase in this department is due to an increase in wages, health, life and dental insurances. The Retirement fund pays for this department.

TREASURERS

Slight decrease in this department and no requests were made for office equipment or capital purchases.

ASSESSOR

No increase in this department, no request for office equipment or capital purchases. There is a slight increase in postage due to the large number of responses issued by the Board of Review. Professional Services are required when the City goes through the Tax Tribunal.

BUILDING MAINTENANCE

No increase in this department; this department falls under the Controller's Office. City Controller/Assistant City Manager Peter Provenzano explained that eventually the City will issue bids for quotes bundling the heating and cooling contracts under this department. This will be brought before Council when more information is received. The Professional Services section of this department covers any type of services that the City cannot do in-house such as elevator doors or handicap access doors.

Mayor Pro Tem Robert Taylor discussed the cost of uniform cleaning. Mr. Truman will get more information on this item and get back to Council.

ACT 78 BOARD

This department's budget depends primarily on the number of promotional or entry-level testings issued in a fiscal year. The advertising budget was discussed.

PERSONNEL

This department is proposing a reduction due to the decrease in retirement contributions. The Council and Mr. Truman discussed the Professional Services budget, this item covers any advertising needed and any consulting fees.

POLICE DEPARTMENT

Equipment requests were provided to Council and there was a slight increase in capital purchases due to the vehicles. Council discussed the fuel budget and communications budget and education/training budgets with Mr. Truman. Mrs. Lamb explained that the communications budget contains the CLEMIS program and explained the education/training budget to Council.

FIRE DEPARTMENT

Mr. Truman discussed the new equipment purchases which included two new ambulances; one vehicle is under the current budget under the current fiscal year and the second is budgeted under the next fiscal year.

BUILDING INSPECTION

$33,424 increase in this department; a new vehicle was requested and a car from another department will be moved over to Building Inspection.

HIGHWAY DEPARTMENT

A significant reduction in this department due to the attrition program, a tree replacement program is included in this proposed budget. Council discussed the maintenance account in this department.

MECHANICS DEPARTMENT

An increase in this department is due to a position that was filled in this department. The overtime budget in this department will be examined as the proposed amount is low.

ENGINEERING

A vehicle was requested by this department and a vehicle will be moved to this department from the Water Department. There was a slight increase in this department due to wages and benefits. The budgeted amount of $8,000 for Professional Services is down from years past due to the City's Engineering Department staff taking on more responsibility.

SANITATION DEPARTMENT

This department budget has increased due to contractual costs from Waste Management and the South Macomb Sanitary District.

HOUSING COMMISSION

The City does payroll for this department and is reimbursed by the Housing Commission. Part-time staffing and hours have increased. Retirement costs are charged to this department to cover the costs of the Commission's retirees.

Mayor Chirkun asked Mr. Truman if the employees of the Housing Commission are City employees. Mr. Truman explained that the employees of the Housing Commission do participate in the City's healthcare and retirement systems.

Councilman Frank Maisano asked Mr. Truman if the City has the ability to invoke retirement policy changes when it comes to the full-time Housing Commission employees. Mr. Truman responded that the City did make a change when the last full-time employee was hired; this employee will have no retirement benefits from the City.

PLANNING COMMISSION

A large cost of this budget is for the Master Plan which is required by law to be updated; this was budgeted for last fiscal year and the conclusion this year. This Commission has no personnel costs other than the contractual consultant.

Councilman Frank Maisano stated that he was a Planning Commission Member and he knows first hand that this Commission has made cuts to its budget in the past.

PARKS AND RECREATION-PROGRAMS

Mr. Truman discussed the profits of the winter programs and discussed the attrition program in this department. The budget for this department is down approximately $100,000.

Councilman Salvatore Aiuto discussed the personal use of a city-owned vehicles in this department. Mr. Truman explained the City's policy for personal use of a city-owned vehicle.

Mayor Chirkun discussed the grant for improvements to Huron Park.

PARKS-BUILDINGS & GROUNDS

Council reviewed this budget and had no questions for Mr. Truman.

SENIOR ACTIVITY CENTER

Building improvements, recovering of the pool table and replacement of a table and chairs are all included in this budget. Requests for a picnic table and a cement area for the table were removed from the proposed budget. Mr. Truman discussed the grant monies the City will apply for to make necessary repairs to the Senior Center. Council discussed the requests in this budget with Mr. Truman.

Mayor Chirkun asked Mr. Truman if the roof repair on this building will be completed this year; the repairs will be completed this year.

CITY LIBRARY

Council reviewed this budget. Mayor Chirkun asked Mr. Truman what was included in the professional services budget; this budgeted item includes the Library Co-op fees.

BEAUTIFICATION COMMISSION

City Controller/Assistant City Manager Peter Provenzano explained that in the past Community Promotion and Professional Services were budgeted at $5,000 each; the Commission used these accounts interchangeably. Due to budget cuts these accounts were cut back from $10,000 to $5,000 for functions sponsored by this Commission.

Mayor John Chirkun discussed the Chapter 20 Drain fund and the Self Insurance Fund. Mr. Provenzano stated that this budget may increase and discussed the increase in the Self Insurance Fund.

WATER DEPARTMENT

Mr. Truman stated that the new rate will not be available until May and the new rate will be lower than what is charged to the City by the Detroit Water and Sewerage Department.

Mr. Truman will give Council more information on the Probation Department, the uniform laundry budget and the gas mask budget in the Police Department.

Mr. Truman asked Council if they had any changes to the budget at this time so that the budget may be adopted at the next Council meeting. Mayor Chirkun commented on the attrition plan and asked for a five-year attrition plan. Mr. Truman reviewed the administration's plan to examine attrition. Attrition will not be enough to balance the City's budget with cuts elsewhere.

Councilman Salvatore Aiuto commented on the use of parks and the necessity of spending the money for barbeques and picnic tables in the parks.

Councilman Bill Shoemaker commented that services are not cut in this budget; however, the City will have to do something in the future to cut back.

Mayor Chirkun commented on the maintenance of foreclosed/vacant homes in the City.

3. OTHER ITEMS FOR DISCUSSION BY CITY MANAGER.

City Manager Stephen Truman discussed the following items:

a. Council was made aware that the Eastpointe/Roseville Chamber of Commerce has requested a press release from the City in support of the Eastpointe Area Chamber of Commerce. At this time Council does not want the proposed press release issued.
b. The Clerk's Office will supply the 39th District Court with a typewriter.
c. The State of Michigan has not yet implemented the Massage Therapy Licensing procedure; any future applications may come before Council for action. City Attorney Tim Tomlinson may bring an amendment to the City's Ordinance before Council.

4. OTHER ITEMS FOR DISCUSSION BY CITY ATTORNEY.

City Attorney Tim Tomlinson updated Council on a current court case where a jury was set involving an insurance liability case.

5. OTHER ITEMS FOR DISCUSSION BY CITY COUNCIL.

Councilpersons Jan Haggerty, Bill Shoemaker, Salvatore Aiuto and Colleen McCartney had nothing to discuss.

Councilman Frank Maisano wished his wife a Happy Anniversary.

Councilman Robert Taylor commented that Roseville High School will host a talent show Thursday, April 30 at 7 p.m. at the Roseville Junior High School.

Mayor John Chirkun thanked City Manager Stephen Truman, City Controller/Assistant City Manager Peter Provenzano and Assistant City Controller Jane Lamb for their hard work on this budget.

Mr. Truman stated that everyone in the City and every employee understands that the budgets need to be stretched as far as possible.

Mayor Chirkun stated that if any Councilperson has any questions they should contact Mr. Truman.

6. ADJOURNMENT.

COUNCILMAN FRANK MAISANO moved, COUNCILMAN ROBERT TAYLOR seconded that the agenda having been acted upon, the meeting is hereby adjourned at 9:53 p.m.
MOTION CARRIED UNANIMOUSLY

Respectfully submitted,
Richard M. Steenland, City Clerk