

**ANNUAL MEETING**  
**ROSEVILLE CITY COUNCIL**

CIVIC CENTER COUNCIL CHAMBERS  
29777 GRATIOT AVENUE  
ROSEVILLE, MI 48066  
(586) 445-5440

**Tuesday, February 23, 2016**  
**7:00 P.M.**

ROLL CALL:

PRESENT:	Mayor Mayor Pro Tem	Robert Taylor Jan Haggerty
	Councilpersons	Charles Frontera Catherine Haugh Colleen McCartney Bill Shoemaker Steven Wietecha
ABSENT:	None	
OTHERS PRESENT:	City Manager City Clerk City Attorney	Scott Adkins Richard M. Steenland Tim Tomlinson

**I. CALL TO ORDER**

Mayor Robert Taylor called the meeting to order at 7:00 p.m.

**II. PLEDGE OF ALLEGIANCE TO THE FLAG**

Mayor Robert Taylor led City Council in the Pledge of Allegiance.

**III. ROLL CALL**

City Clerk Richard M. Steenland conducted Roll Call.

MAYOR ROBERT TAYLOR	Present
MAYOR PRO TEM JAN HAGGERTY	Present
COUNCILMAN CHARLES FRONTERA	Present
COUNCILWOMAN CATHERINE HAUGH	Present
COUNCILWOMAN COLLEEN MCCARTNEY	Present
COUNCILMAN BILL SHOEMAKER	Present

**IV. CONSENT AGENDA**

**a) Approval of minutes:**

- Special Meeting held February 9, 2016.
- Regular Meeting held February 9, 2016.

**b) Acceptance of Communications, reports, correspondence:**

**c) Issuance of Resolutions, Proclamations or Recognitions:**

1. Approval of resolution establishing Vets Returning Home, Inc. as a non-profit organization operating in the community for the purpose of obtaining charitable gaming licenses.

**d) Approval of Permits:**

- Request from Father Solanus Casey Knights of Columbus to conduct their annual Tootsie Roll Drive on the City streets March 18<sup>th</sup> – March 20<sup>th</sup>.

**e) Establishment of Public Hearing Dates:**

**f) Council consideration and adoption of Resolution for issuance of Small Wine Maker License, Brooke Goodnough (Owl Winery), petitioner.**

**g) Council consideration to enter into a two (2) year agreement with Point & Pay, LLC for an E-Payment Services Agreement.**

**h) Approval of Disbursement List:**

DATE: February 10, 2016; February 23, 2016

General Fund	101	666,376.46
Motor Vehicle Highway - Major		2,987.60

Motor Vehicle Highway - Local		9,019.60
Block Grant	251	1,691.36
Library Fund	271	7,216.22
Debt Service Fund		63.42
Workers' Compensation		5,565.76
City Tax		164,428.61
County & School Tax		2,483,163.73
Agency Fund		69,088.64
Court Fund		2,600.00
Chapter 20 Drain		160,441.87
Pay # 17 (2-10-16)		581,526.93
Water Operating	592	857,463.54
Pay # 17 (2-10-16)		43,918.14

**V. APPROVAL OF CONSENT AGENDA**

- Brooke Goodnough (Owl Winery) – 23848 Stewart, Warren, was present on behalf of request and introduced herself.

COUNCILWOMAN COLLEEN MCCARTNEY moved, COUNCILWOMAN CATHERINE HAUGH seconded to approve consent agenda.

**MOTION CARRIED UNANIMOUSLY**

**VI. APPROVAL OF REQUEST FOR ABATEMENT**

There was no request for abatement.

**VII. PRESENTATIONS**

There were no presentations.

**VIII. HEARING OF THE PUBLIC – Agenda Items Only (Limit 3 minutes)**

No one from the public wished to speak.

**IX. NEW BUSINESS**

**a. Summary of City/Departmental activities – City Administration.**

- **City Manager Scott Adkins reported:**
  - City Manager Scott Adkins welcomed State Representative John Chirkun, former State Representative Harold Haugh, representatives from Congressman Sander Levin's office, representatives from the City of Eastpointe, and City of Roseville department heads that were in attendance.
  - Over the last year the City has experienced an increase in home values and purchases with a decrease in foreclosures.
  - Continued redevelopment at Macomb Mall has been very successful.

- **On behalf of the Assessing Department, City Manager Scott Adkins reported:**
  - Assessment notices will be mailed by March 4, 2016.
  - Residential property values have increased by approximately 10% in value.
  - Industrial property values have increased on average approximately 12% in value.
  - Commercial property values have increased by approximately 1% in value.
  - Board of Review will meet March 21<sup>st</sup> – 23<sup>rd</sup> for taxpayers who have questions or wish to challenge the assessments.
  
- **City Attorney Tim Tomlinson reported:**
  - York, Dolan and Tomlinson continues to act as general counsel for the City of Roseville.
  - Continues to work with the Building Department to eliminate blight within the community, at any given time there are 10 – 15 abatement cases at the 39<sup>th</sup> District Court.
  - Continues to work closely with the Roseville Police Department prosecuting misdemeanors and traffic citations.
  - Continues to work closely with the Assessing Department regarding tax appeals.
  - Continues to assist as defense for insurance litigation and recently settled two cases favorably for the City.
  
- **Building Director Glenn Sexton reported:**
  - During the 2015 calendar year, Code Enforcement completed over 20,000 inspections and the Building Department issued 4,887 permits.
  - Rental Department staff processed over 1,850 property registrations.
  - The department continues to provide shared services with the City of St. Clair Shores for Building Department services.
  - Thanked City Council for their support and other departments for their cooperation.
  - Thank you to all of the fantastic staff in the Building/Inspections and Code Enforcement Department.
  
- **City Clerk Richard M. Steenland reported:**
  - The City Clerk's Office conducted 2 elections in 2015 – the May Special Election and the November City Election.
  - Processed 1,052 Business Licenses to date for a total of \$25,000.00 in revenue.
  - Codified 17 new or amended City Ordinances.
  - Processed 32 Resolutions as passed by City Council.
  - Completed 80 sets of meeting minutes for various boards and commissions.
  - Completed 79 Freedom of Information Act requests for residents and vendors.
  - Notarized 98 documents as a free service for Roseville residents.
  - Published 42 notices in our local newspapers as required.
  - Processed 10 lawsuits and 6 Tax Tribunals.
  - The City Clerk's Office is working towards paperless filing, currently we are digitally filing Traffic Control Orders.
  - The office is in process of taking over several types of business licenses that are currently processed through the police department. With the use of our new BS&A program, it allows other departments to verify that a business has a

current license and utilize important contact information for the business if necessary.

- The Clerk's Office will be conducting 3 elections in 2016 including: the Presidential Primary in March which includes our local Advanced Life Support millage renewal, the State General Election in August, and the Presidential Election in November.
- 2016 City Calendars were produced and are available for residents throughout the year.
- A very special thank you to my outstanding staff, Deputy City Clerk Jennifer Zelmanski and support staff Jackie and Samantha.

- **Community and Economic Development Administrator Brandon Jonas reported:**

- The CED Department has completed the new Kroger store project which is a \$21 million investment to the community and added approximately 150 new jobs.
- The department received a grant to fund the Edison street reconstruction project.
- Community and Economic Development is working on creating a new Commercial Rehab Policy with guidelines similar to the Industrial Facilities Tax (IFT) procedures which will help streamline the process.
- The department is currently working on projects throughout the city including: Regional Transit, the Walk/Bike Roseville Website, and continuing revitalization at Macomb Mall.
- This department participates in the Macomb County home rehab program and currently has 20 applications and expect to receive approximately \$100,000 in grant funding for the upcoming year.
- Thanked City Council for their support and being redevelopment focused.

- **City Controller John Walters reported:**

- The Controller's Department has recently completed the annual audit in December and is now focusing on the 2016 - 2017 fiscal year budget.
- Has made a conscious effort to include department heads in on the budget process.
- Controller's Department has developed a budget templet which is forwarded to department heads, and as it is completed it allows the department to review data, analyze the data and make changes as necessary.
- Fiscal year 2016 - 2017 will be the first year the City will be able capture additional property tax revenue for the Downtown Development Authority. Current estimations are around \$30,000 in revenue.
- Currently the department is working with the Information Services Department for a new phone system.

- **Department of Public Services Director Tom Aiuto**

- Water Department has completed 80% of the water meter replacement program; 14,000 meters of 18,000 meters have been replaced.
- We have experienced approximately 25 more water main breaks across the City compared to last year.
- The Highway Department has received the Stormwater Asset Management and Wastewater (SAW) grant from the State of Michigan.
- Snowplowing has been at a minimum, salt usage is about the same as last year.

- Due to the light winter, the Department of Public Services have been working every day on repairing potholes and are ahead of schedule on tree removal and trimming.
- **City Engineering Rob De Bruyn**
  - The City Engineering Department will be overseeing 4 street reconstruction projects this year including: Arlington (from 10 mile to Church) using Community Development Block Grant funds, Belanger (from 11 Mile to Chestnut) using Local Act 51 funding, Masonic Boulevard (from Kelly to Gratiot) utilizing State Transportation Improvement funding.
  - The Traffic Pattern Change study is being performed on Utica Road from Gratiot to 12 Mile Road for the downtown development district, resident feedback has been mostly positive.
- **Battalion Chief Scott Bala reported on behalf of the Roseville Fire Department:**
  - The Fire Department answered 7,130 service calls up over 5% from last year.
  - Raised the City of Roseville's Insurance Organization Rating up to a 4, we are in the top 5% in the State of Michigan, this helps residents by lowering insurance premiums.
  - The Department continues to work with Building Maintenance to reduce costs by upgrading and modernizing heating and cooling and lighting systems.
  - Reduce costs by applying for many grants such as SAFER which provides direct revenue for personnel.
  - Shared service agreement with Eastpointe and St. Clair Shores has increased demand and training.
  - Fire Hydrants are being serviced annually.
- **Information Services Assistant Director John Haase reported:**
  - Finished installation of the remaining personal computers throughout the Senior Center.
  - Added the business license software through the City Clerk's Office and the Police Department to help maintain accurate records.
  - Continue to provide support for central dispatch (SERESA) and will be performing some upgrades next month.
  - Plan to upgrade network infrastructure to increase reliability throughout the City.
  - Current plans to upgrade the phone service will improve the quality of service for both employees and residents.
  - Continuing to enhance the City's website.
  - Congratulate Information Services Director Phil Longueuil on his upcoming retirement.
- **Roseville Public Library Director Jacalyn Harvey reported:**
  - Last year the Roseville Public Library checked out over 162,000 items (books CD's, computer games, music, magazines).
  - Borrowed 35,000 items from other libraries and loaned out 34,000 items to neighboring libraries through state programs and the library cooperative.
  - Thank you to the exceptional staff.
  - Last year the library answered over 22,000 questions for residents, had 116,000 visits to the library and 161 different programs were offered last year.

- Currently the library has 21,000 registered members and will work towards increasing that number this year.
- **Chief James Berlin reported on behalf of the Roseville Police Department:**
  - In 2015, the Roseville Police Department investigated 44,533 calls for service which is an average of 122 calls per day.
  - The department issued 20,457 traffic citations and policed 1,536 traffic crashes.
  - 3,000 arrests were made last year for a variety of offenses.
  - Detective Bureau handled 2,681 separate felony cases and were able to obtain over 1,242 warrants as a result of the investigations.
  - Our closure rate is number 1 in Macomb County.
  - The department continues to hire new police officers, has increased training, and replaced most computers both in department and in vehicles.
- **Purchasing Assistant Paul Van Damme reported:**
  - Over the last year the department has maintained employee health care costs.
  - This past November, the City of Roseville received the Energy Service Coalition award for the City's energy project that was completed in 2015. We are seeing savings in our energy bills every month.
  - Together with Building Maintenance Foreman Scott Pruzinsky, the Purchasing Department is working with a lighting systems specialist (at no charge) to see if there could be any electric savings by changing indoor bulbs to LED.
  - As the Chair of the Safety Committee, workers' compensation claims remain very low and we continue training updates for reducing accidents in the workplace. Our workers' compensation costs are less than the national average for a City this size.
  - This spring we will be going out to bid for the HVAC maintenance and controls contract.
  - Thank you to staff members Sharvin Jackson and Gina Aiuto.

*\*City Manager Scott Adkins introduced and welcomed County Treasurer Derek Miller to the Annual Meeting.*

- **City Treasurer Michael Switalski reported on behalf of the Treasurer's Department:**
  - Over the last year the Treasurer's Department has made a few improvements such as expanding the one stop shopping.
  - The department has instituted an active intern program for training next generation of public servants.
  - After March 1, 2016 the Treasurer's Department will begin to accept credit cards for bill payment.
  - We will be using Point and Pay for credit cards, the preferred provider for BS&A.
  - Thanked Macomb County Treasurer Derek Miller for his attendance.

**b. Summary of activities for Boards, Commissions, and Committees – Chairperson or Representative.**

- **Chairman Fred Barbret reported on behalf of the ACT 78 Board:**
  - Newly elected Chairman Fred Barbret introduced himself.
  - Since the last report, the ACT 78 Board has completed 9 entry level police officer tests.
  - We have hired 11 officers; 3 new hires did not pass the field training program and 3 have left for other departments.
  - Thank you to Police Chief James Berlin, Fire Chief Michael Holland, the City Clerk's Office and the detectives who do the background checks before hiring.
  
- **City Manager Scott Adkins reported on behalf of the General Civil Service Board:**
  - The General Civil Service Board remains very active in reviewing employment issues for General Employees throughout the City.
  - Thank you to Board Chairperson Nancy Sunderman – Elert who has recently stepped down from her position.
  - The Board will be looking for a new Chairperson due to the recent vacancy.
  
- **City Manager Scott Adkins reported on behalf of the Beautification Commission:**
  - This group works very hard on beautifying the City.
  - During the growing seasons of the summer months, they help with beautification throughout the City with flower beds and hanging baskets.
  - They also provide help with the Christmas Tree Lighting program.
  
- **City Manager Scott Adkins reported on behalf of Downtown Development Authority:**
  - The Downtown Development Authority is the newest group in the City. It is comprised of 10 members and they had their very first meeting last week.
  - The group was established in the framework of Public Act 197 of 1975 and their task is to work diligently to improve our Downtown District.
  - The Downtown District includes Gratiot from approximately 12 Mile Road going south to Martin Road and Utica Road from Gratiot to north of 12 Mile Road at Birmingham Street.
  
- **City Manager Scott Adkins reported on behalf of the Library Commission/Friends of the Roseville Public Library**
  - Both groups continue to work very hard on ways to improve and support the library.
  
- **Chairperson Kurmmell Knox reported on behalf of the Planning Commission:**
  - Thanked Mayor Robert Taylor and City Council on his reappointment to the Planning Commission.
  - The Planning Commission works closely with the Building Department and the City Manager's Office.
  
- **Charlotte Boyd reported on behalf of Project Art in Roseville (PAIR):**
  - PAIR is working towards building another 12 metal rose bicycle racks to place along Gratiot and are approximately half way to their goal.

- The PAIR Art Expo at Macomb Mall is underway, this year there are 33 winners and 48 honorable mentions out of 1,017 entries.
- On March 22, 2016 the winners of the PAIR Art Expo will receive their awards at the City Council meeting and the display will be opening at Macomb Mall near the Dick's Sporting Goods court.
- **City Manager Scott Adkins reported on behalf of the Recreation Board:**
  - The City has recently reactivated the Recreation Board.
  - The Recreation Board will be working with Greenways Collaborative and Macomb County Planning on new initiatives to think more actively about healthy living.
  - Walk/Ride Roseville links will be on the City's website which will identify existing pathways within the City.
  - Working towards obtaining grant funding to extend pathways and make neighborhood connections.
  - RoseFest 2016 will be held June 16<sup>th</sup> – 19<sup>th</sup> and the RoseFest Committee is seeking volunteers.
- **Amanda York, Community Outreach Liaison from Congressman Sander Levin's Office reported:**
  - Congressman Levin's Office is located at 27085 Gratiot Avenue in Roseville.
  - The purpose of the Roseville office is to assist residents within the 9<sup>th</sup> Congressional District with Federal Agencies. People needing assistance with Social Security, Veterans Administration, the United States Postal Service, or Medicare please call or stop in the Roseville office.
- **State Representative John Chirkun reported on the following:**
  - As a follow up to Public Act 269 of 2015, State Representative Lisa Posthumus Lyons (District 86) brought House Bill 5219 to the House floor which alters Public Act 269. Along party lines, 60 Republicans voted for it and 46 Democrats voted against it.

**c. Summary of Roseville Community Schools' activities – Board of Education.**

- No Roseville Community Schools' personnel were present.

**d. Discussion and/or Action regarding appointment of Councilmember to fill vacancy.**

COUNCILWOMAN CATHERINE HAUGH moved, COUNCILWOMAN COLLEEN MCCARTNEY seconded to appoint Steven Wietecha as Councilmember to fill vacancy.

**MOTION CARRIED**

*City Clerk Richard M. Steenland administered Oath of Office to Councilman Steven Wietecha.*

*Councilman Steven Wietecha introduced himself and his wife Mary to the audience, then thanked Mayor Robert Taylor and City Council for his appointment.*

**X. APPOINTMENTS**

There were no appointments.

**XI. HEARING OF THE PUBLIC \*(Limit 3 minutes)**

The following people wished to be heard:

- Cardi Demonaco – 23225 Oakwood, Eastpointe.
- Kurmmell Knox – 26815 Oakland St.
- Scott Bala – 18750 Common Road, Roseville Fire Department.
- Dave Chesney – 30440 Normal.

**XII. ITEMS FOR DISCUSSION BY CITY COUNCIL**

Mayor Robert Taylor and City Council congratulated newly appointed Councilman Steven Wietecha, thanked City Manager Scott Adkins, department heads, representatives for various boards and commissions for a job well done, expressed condolences to Gary and Darlene Goodin on the loss of their son Greg, commended the Roseville Police Department, reminded residents of the Roseville Handicapped Association Dinner Dance on March 12, 2016 at the Elks Club of Warren and Sterling Heights and read aloud a thank you letter from Rosehaven Manor Senior Center in Flint, Michigan for the donation of water. Mayor Robert Taylor and City Council members also stressed the importance of voting on March 8, 2016 for the Advanced Life Support millage renewal.

**XIII. ADJOURNMENT**

COUNCILWOMAN COLLEEN MCCARTNEY moved, COUNCILMAN CHARLES FRONTERA seconded that the agenda having been acted upon; the meeting is hereby adjourned at 8:59 p.m.

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Richard M. Steenland  
City Clerk