

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

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

**March 14, 2017**  
**6:30 P.M.**

ROLL CALL:

PRESENT:

Mayor Robert Taylor  
Mayor Pro Tem Jan Haggerty

Councilpersons Charles Frontera  
Catherine Haugh  
Colleen McCartney  
Steven Wietecha

ABSENT:

Councilperson Bill Shoemaker

OTHERS PRESENT:

City Manager Scott Adkins  
City Clerk Richard M. Steenland  
City Attorney Tim Tomlinson

**I. CALL TO ORDER**

Mayor Robert Taylor called the meeting to order at 6:35 p.m.

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

**III. 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 STEVEN WIETECHKA	Present
COUNCILMAN BILL SHOEMAKER	Absent

MAYOR PRO TEM JAN HAGGERTY moved, COUNCILWOMAN COLLEEN MCCARTNEY seconded to excuse Councilman Bill Shoemaker.

**MOTION CARRIED UNANIMOUSLY**

**IV. CONSENT AGENDA**

**a) Approval of minutes:**

- Regular Meeting held February 28, 2017.

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

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

**d) Approval of Permits:**

1. Request from Holy Innocents – St. Barnabas Knights of Columbus Council 14213 to conduct their annual Tootsie Roll Drive April 7-9, 2017 on City Streets.

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

**f) Approval of Disbursement List:**

DATE: February 27, 2017; March 1, 2017; March 14, 2017

General Fund	101	709,662.52
Downtown Development Authority		75.00
Block Grant	251	2,534.05
Library Fund	271	8,580.78
Building Authority Debt Service		28,800.00
Capital Improvement		202.50
Employee Benefit		7,523.16
Workers' Compensation		1,435.49
City Tax		236,846.25
County & School Tax		3,712,950.03
Agency Fund		1,486.87
Pay # 18 (3-8-17)		640,149.84

Water Operating  
Pay # 18 (3-8-17)

592

328,447.03  
38,057.16

## **V. APPROVAL OF CONSENT AGENDA**

COUNCILMAN STEVEN WIETecha moved, COUNCILMAN CHARLES FRONTERA seconded to approve consent agenda.

**MOTION CARRIED UNANIMOUSLY**

## **VI. APPROVAL OF REQUEST FOR ABATEMENT**

There were no abatements.

## **VII. PRESENTATIONS**

There were no presentations.

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

No one from the public wished to be heard.

## **IX. NEW BUSINESS – ANNUAL MEETING**

### **A) Summary of City/Departmental activities – City Administration.**

- **City Manager Scott Adkins reported the following:**
  - Welcomed State Representative John Chirkun.
  - City has seen an overall increase in residential and commercial investments.
  
- **Judge Marco Santia, Chief Judge, 39<sup>th</sup> District Court.**
  - 38,900 New Case filings.
  - Four staff members from Fraser has been moved to the Roseville building.
  - Sobriety Court has an approximate success rate of 94%.
  
- **Roseville Public Library Director Jacalynn Harvey reported:**
  - Thanked voters for the passing of the millage.
  - Library will be open on Saturdays.
  - Upgraded sound system in Erin Auditorium.
  - Continue to look for new ways to utilize the Library.
  
- **City Manager Scott Adkins reported on behalf of the Roseville Eastpointe Recreation Authority:**
  - New fitness room has 700 members.
  - Skate park should be finished this Spring.
  - Installation of high tech cameras at Veterans Memorial Park.
  - Provided storm sewer easement to allow the construct the Motor City Co-Op Credit Union on Gratiot.

- **City Manager Scott Adkins reported on behalf of SERESA**
  - Encouraged residents to look into Smart 911.
  
- **Police Chief James Berlin reported:**
  - 30,718 calls for service were received.
  - 2,619 arrests and 98 arrests for drunk or intoxicated driving were made.
  - 21,360 tickets were issued.
  - 1,622 crashes occurred within City limits.
  - Hired 7 new police officers.
  
- **Fire Chief Michael Holland reported:**
  - Received the 2016 Mission Lifeline Gold Award.
  - Received two grants from the Federal Government.
  - Received the 2016 Macomb Community College Clinical Site of the Year Award.
  - Responded to 7,465 emergency calls.
  
- **City Assessor Brooke Openshaw reported:**
  - 2017 assessment roll has been completed and the department has mailed out assessment notices to property owners.
  - Property values increased in all categories: 9.14 % for residential, 3.88% for commercial, and 5.98% for industrial.
  - Next board of review meeting will be held on Monday March 20, 21<sup>st</sup> 22<sup>nd</sup>.
  
- **Department of Building and Inspections Assistant Director Jim Osterhout reported:**
  - Code Enforcement completed 20,000 inspections.
  - 5,000 building permits were issued.
  - 1,850 rental inspections were completed.
  - Department sharing with the City of St. Clair Shores brought in \$230,000.00 in revenue.
  
- **City Clerk Richard M. Steenland reported:**
  - Held 3 elections over the year including: Presidential Primary, State Primary and General Election.
  - Processed 1,100 business licenses with \$30,000.00 in revenue.
  - Implemented new software to streamline business licenses and improve interdepartmental communication.
  - Acquired 74 business licenses from the Police Department.
  - Completed 75 meeting minutes, 38 Resolutions, 5 Ordinances, 410 Freedom of Information Act (FOIA) requests, notarized over 70 documents, handled 62 ads and processed 29 lawsuits.
  - Processed and distributed over 200 welcome packets to new residents.

- **City Treasurer Michael Switalski reported:**
  - Completed collections on 2016 taxes.
  - 650 credit card transactions have been accepted utilizing the newly implemented technology.
  - 125 homestead and heating credits have been completed for seniors.
  - Established outreach program to defer summer taxes for seniors and mailed over 300 applications.
  
- **Community and Economic Development Administrator Brandon Jonas reported:**
  - Assisted in the creation in the Downtown Development Authority (DDA).
  - Working with Macomb County on a U.S. Forestry Tree Grant.
  - Created the City's first Commercial Rehab and Incentives policy.
  - Created a blight plan that covers Utica Junction.
  - Actively participating in the Home Rehab Program.
  
- **City Manager Scott reported on behalf of the Controller's Office:**
  - Currently working on the budget and processing new accounting requirements.
  - Looking to implement an equipment replacement fund and employee time tracking software.
  
- **Department of Public Services representatives reported:**
  - Building maintenance is upgrading the lighting in the Library and Erin Auditorium to LED lighting.
  - Water meter upgrades are near completion.
  - Water main on Utica from 12 mile to Gratiot will be replaced.
  - Evaluation of water storage facility continues.
  - Completed fire hydrant inspections.
  - Engineering has completed several reconstruction projects and continues with projects across the City.
  
- **Information Services Director John Haase.**
  - Continues the implementation of the new phone system.
  - Currently upgrading the cable channel equipment.
  - New website is expected to be running in the summer.
  
- **City Manager Scott Adkins reported on behalf of the Purchasing Department:**
  - There has been a low number of Workers' compensation claims for the year.
  - Pre-employment physicals and drug screens will now be conducted through the department.
  
- **City Manager Scott Adkins reported:**
  - Implementing new technology throughout the City.
  - Reminded residents of the 2017 RoseFest June 8<sup>th</sup> – 11<sup>th</sup>.
  - Thanked all employees for their hard work and dedication.
  - Expressed condolences to Dave Carrie on the passing of his daughter Lexie.

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

- **ACT 78 Chairperson Fred Barbret reported:**
  - Discussed Commission updates and administration of Police and Fire testing for the past and future year.
  - Thanked City Clerk Richard M. Steenland, Police Chief James Berlin, and Fire Chief Michael Holland and for their coordination.
- **City Manager Scott Adkins reported on behalf of the General Civil Service Board, Beautification Commission, Downtown Development Authority (DDA), Library Commission, Planning Commission, Parks and Recreation Board, RoseFest Committee**
  - Outlined the responsibilities and accomplishments of the past year.
  - Discussed future projects and events.
  - Acknowledged and thanked board and commission members for their dedication and service.
- **State Representative John Chirkun reported:**
  - Updated City Council and the public on current legislation endeavors.
  - Discussed current issues being reviewed by the Oversight Committee.
  - Complemented all City department heads and employees on a job well done.

*\*Mayor Robert Taylor Thanked State Representative John Chirkun and all department heads for their attendance.*

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

- City Manager Scott Adkins spoke on behalf of the Roseville Community Schools’ activities.

**d) Request approval of MCIMetro renewal permit applications submission under the Metro Act.**

- City Attorney Tim Tomlinson spoke on behalf of this request.

COUNCILMAN STEVEN WIETecha moved, MAYOR PRO TEM JAN HAGGERTY seconded to approve the MCIMetro renewal permit applications submission under the Metro Act.

**MOTION CARRIED UNANIMOUSLY**

**X. APPOINTMENTS**

- **Lisa Blazeovski, Housing Commission.**

COUNCILWOMAN CATHERINE HAUGH moved, COUNCILMAN CHARLES FRONTERA seconded to appoint Lisa Blazeovski to the Housing Commission with a term ending July 1, 2017.

**MOTION CARRIED UNANIMOUSLY**

- **Zvonko Blazevski, Planning Commission.**

MAYOR PRO TEM JAN HAGGERTY moved, COUNCILMAN STEVEN WIETECHKA SECONDED to appoint Zvonko Blazevski to the Planning Commission with a term ending October 9, 2018.

**MOTION CARRIED UNANIMOUSLY**

#### **XI. HEARING OF THE PUBLIC \*(limit 3 Minutes)**

The following individuals spoke:

- Sharon Center – 45076 Kensington, Utica.
- Steve Bodzsar– 2103 Glencoe, Ann Arbor.
- Christine Canary – 26515 Arlington.
- Melanie Pearson – 28638 Hollywood.
- Carol Locke – 17315 Lowell.
- Gerald Burack – 28673 Sunray, Chesterfield.
- Fred Barbret – 27844 Bohn.
- Jo Shier – 3929 Woodhall, Detroit.
- Dave Chesney – 30440 Normal.
- Dan Orłowski – 26055 Arlington.
- Ruth Webb – 6525 Tamiami Trail, Genoa.

*\*City Manager Scott Adkins and City Attorney Tim Tomlinson addressed comments from the public regarding animal control issues.*

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

Mayor Robert Taylor and City Council thanked all department heads and employees, congratulated Zvonko and Lisa Blazevski on their appointments, wished everyone a Happy St. Patty's Day, and expressed condolences to Dave Carrie and family on the loss of his daughter Lexie.

Mayor Robert Taylor wished his daughter Katie a Happy Birthday.

#### **XIII. ADJOURNMENT**

MAYOR PRO TEM JAN HAGGERTY moved, COUNCILWOMAN CATHERINE HAUGH seconded that the agenda having been acted upon; the meeting is hereby adjourned at 9:04 p.m.

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Richard M. Steenland  
City Clerk