

CITY OF WAYNE
REGULAR CITY COUNCIL MEETING
TUESDAY, DECEMBER 1, 2015- 8:00 P.M.
WAYNE CITY HALL
3355 SOUTH WAYNE ROAD
AGENDA

Pledge of Allegiance

Roll Call

1. **City Council Minutes**

- a. Regular Meeting of November 17

2. **Presentations**

- a. Presentation of City Council Portrait and Certificate of Service to Skip Monit
- b. Presentation of City Council Portrait and Certificate of Service to James Hawley
- c. Presentation and update from Ali Sayed, CEO, HYPE Athletics

3. **Appointments to Boards, Commissions and Committees**

- a. Accept the resignation of James R. Hawley as Councilman effective December 4, 2015
- b. Accept the resignation of Louise Steinhauer from the Historical Commission
- c. Appoint Albert Damitio, 3333 S. John Hix Rd, to the Historical Commission until July 2016

4. **Communications and Reports**

- a. Memo from City Clerk regarding City Council Procedures and Rules

5. **General Items for Consideration**

- a. Approve the purchase of three Motorola APX6000 Mobile Police Radios to be paid from a grant from Lowes Home Improvement
- b. Approve calling a Special Meeting to interview potential City Council candidates
- c. Approve a Budget Amendment for the Library of an additional \$1,200.00 from the donation from the Friends of the Wayne Public Library

CITIZEN COMMENTS OR REQUESTS ON ITEMS NOT ON THE AGENDA - Citizens are to limit their comments or requests to 3 minutes. The City Council asks that if you do have a question or concern, to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and the City Council. The Mayor, the City Council and the Department Heads may not respond to the questions at the meeting, but will respond by the next City Council Meeting or as soon as possible, once they have looked into the matter.

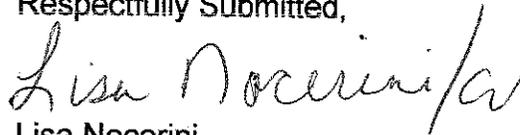
6. Consent Calendar

- a. Wayne Housing Commission Minutes, October 14, 2015

7. Staff Updates

COMMENTS FROM MEMBERS OF THE CITY COUNCIL

Respectfully Submitted,



Lisa Nocerini
City Manager

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CITY OF WAYNE
REGULAR CITY COUNCIL MEETING NO. 2015-33
TUESDAY, NOVEMBER 17, 2015 – 8:00 P.M.
WAYNE CITY HALL
3355 SOUTH WAYNE ROAD

A regular meeting of the Wayne City Council was held on Tuesday, November 17, 2015, at 8:00 p.m. at the Wayne City Hall, 3355 South Wayne Road.

Mayor Rowe called the meeting to order at 8:00 p.m. and led the Council and the audience in the Pledge of Allegiance to the Flag.

Members Present: Mayor Susan M. Rowe, John P. Rhaesa, James R. Hawley, Anthony W. Miller, Thomas E. Porter, Christopher J. Sanders

Members Absent: None

Also Present: Lisa Nocerini, City Manager, Matthew K. Miller, City Clerk

Administration of the Oath of Office

Susan M. Rowe - Honorable Laura R. Mack

John P. Rhaesa - State Representative Robert L. Kosowski

Anthony W. Miller - Deborah Ann Archer

Thomas E. Porter - Michael D. Smith

Christopher J. Sanders - Honorable Vonda R. Evans

11-15-0257 Motion by Hawley, seconded by Rhaesa the motion failed by a 3-3 roll call vote, to elect John P. Rhaesa as Mayor Pro-Tem.

ROLL CALL

AYES: Rhaesa, Hawley, Rowe
NAYS: Miller, Porter, Sanders
ABSENT: None

11-15-0258 Motion by Sanders, seconded by Porter the motion carried by a 4-2 roll call vote it was resolved to elect Anthony W. Miller as Mayor Pro-Tem.

ROLL CALL

AYES: Miller, Porter, Sanders, Rowe
NAYS: Rhaesa, Hawley

ABSENT: None

11-15-0259 Motion by Hawley, seconded by Miller and the motion carried with one abstention (Sanders), it was resolved to approve the Minutes of the Special Meeting of November 2 as printed.

11-15-0260 Motion by Hawley, seconded by Rhaesa and the motion carried with one abstention (Sanders), it was resolved to approve the Minutes of the Regular Meeting of November 3 as printed.

11-15-0261 Motion by Miller, seconded by Sanders and unanimously carried, it was resolved to accept the resignation of Susan M. Rowe as Councilwoman.

By consensus of Council, Communications and Reports were received and filed or acted upon as indicated:

- a. Flyer regarding the 29th Annual Wayne Goodfellows Fundraiser which will be held on December 12, 2015 from 6:00 p.m. to Midnight, at HYPE Athletics
- b. Revenue and Expenditure Report ending October 31, 2015
- c. Memo from the City Clerk concerning the City Council vacancy

11-15-0262 Motion by Sanders, seconded by Hawley and unanimously carried, it was resolved to approve an Intergovernmental Agreement with the City of Westland for access to their water meter tower located at Annapolis and Middlebelt.

11-15-0263 Motion by Hawley, seconded by Sanders and unanimously carried, it was resolved to approve the acceptance of a grant award from Lowe's for the purchase of new police radios and amend the budget in the amount of \$11,950.85.

Upon the request of Mayor Rowe for comments from the public on matters not covered by the Council Agenda, the following were expressed:

Alfred Brock addressed the City Council about election day.

Tony Sanders addressed the City Council about the future of the City Council.

11-15-0264 Motion by Hawley, seconded by Hawley and unanimously carried, it was resolved to accept the Consent Calendar without exception as follows:

- a. Library Board Minutes of October 14

City Manager Lisa Nocerini, addressed the City Council about the upcoming Community Meeting on 11/23/15 at 9:00 a.m. at City Hall.

City Clerk Matthew Miller, addressed the City Council about the upcoming Blessing of the Nativity Scene at Harry J. Will Funeral Home, 34567 Michigan Avenue on Friday, November 27, 2015 at 7:00 p.m.

11-15-0265 Motion by Sanders, seconded by Miller and unanimously carried, it was resolved to adjourn the meeting at 8:41 p.m.

Susan M. Rowe
Mayor

Matthew K. Miller
City Clerk

Abstract published November 26, 2015

**THE MAYOR AND MEMBERS OF
THE WAYNE CITY COUNCIL**

do hereby congratulate and thank

Lorne "Skip" Monit

on his four years of service on the Wayne City Council

December 1, 2015

Susan M. Rowe, Mayor

**THE MAYOR AND MEMBERS OF
THE WAYNE CITY COUNCIL**

do hereby congratulate and thank

James R. Hawley

on his three years of service on the Wayne City Council

December 1, 2015

Susan M. Rowe, Mayor

Subject: Historical Museum Committee
From: Melissa Webster <bluenurse63@aol.com>
Date: 11/19/2015 12:40 PM
To: mmiller@ci.wayne.mi.us

Dear Matt,

Due to health reasons , I must resign from the Historical Museum Committee. Please let me know if there is any thing else I need to do.

Sincerely,

V Louise Steinhauer

4a

November 25, 2015

TO: Lisa Nocerini, City Manager
FROM: Matthew K. Miller, City Clerk
SUBJECT: City Council Procedures and Rules of City Council

Attached is a draft copy of the City Council Procedures and Rules of City Council. The attached is a culmination of some of the already adopted procedures, some issues relating directly to the City Charter and some issues that have never been solidified. Also, the Mayor has discussed that she wanted to review the procedures for City Council. Since the City Council has many new members, I felt it was a good time to bring these forward.

I have worked with yourself and City Attorney to pull together this document as well as researching past resolutions on procedures. In doing so, I reviewed other similar communities (meaning a City Manager form of government) and utilized the MML.

One change that you have discussed is to provide a Public Comment at the beginning of the meeting to have the citizens comment on anything on the agenda and then a Public Comment at the end of the meeting for items not on the agenda. This will now leave the discussion to only the City Council members during the General Items for Consideration section on the agenda.

Please have this as a Communication and Report on the agenda for December 1, 2015. If there are extensive changes or recommendations from the City Council, they can be submitted through the City Manager. The Council can review for a couple of weeks and then it could go forward for adoption at the next City Council meeting.

If you have any additional questions please do not hesitate to contact me.

cc: P. Bohn, City Attorney

**City of Wayne, Michigan
Procedures and Rules of City Council**

Authority

These rules are adopted by resolution of the City of Wayne City Council under the authority of the City Charter (Section 7.6). These rules are superseded by the City Charter, City Code of Ordinances and the laws of the State of Michigan.

Meetings

1. Regular meetings of the City Council will be held on the first and third Tuesday of each month beginning at 8:00 p.m., local prevailing time, in the Council Chambers of City Hall, 3355 South Wayne Road, Wayne, Michigan, unless special circumstances, e.g. holidays, elections, closing of City Hall, etc., warrant otherwise.
2. All meetings shall be governed by and subject to all applicable provisions of the City Charter and relevant Michigan State Statutes, including but not limited to Michigan's Open Meetings Act, MCL 15.261 et seq.; MSA 4.1800 (1) et seq.
3. The rules of parliamentary procedure shall govern the meetings. practice as contained in Robert's Rules of Order, most recent edition.
4. Special meetings shall be called by the City Clerk upon the written request of the Mayor or any two members of the City Council at least 24 hours notice to each member of the City Council.
5. Quorum is determined to be at least four members of the City Council and four votes carry any motion, except in the case of the sale of City-owned property where a super-majority of five votes is required. In the absence of a quorum a lesser number may adjourn any meeting to a later date.
6. The voting upon the passage of all ordinances and resolutions shall be taken by "yea" and "nay" votes and entered upon the record, except where the vote is unanimous, it shall only be necessary to state. Each member shall vote on all questions decided by the Council unless excused by the unanimous consent of the other members present.
7. If a roll call vote is called it will be in the following order: Mayor Pro-Tem, then by seniority and vote count and the Mayor is the last member to vote.
8. Any member may call a question during any discussion. Once it is called no further discussion may be done and the City Clerk shall call for a vote.
9. Any member may call a point of order during any discussion. This can only be done when there is an irregularity in procedure, irrelevance or continued repetition of a

speaker or a breach of established practices. It cannot be used if a member disagrees with what is being said. Once it is called, no further discussion may be done and the Mayor shall direct the next move for the meeting.

10. The seating of council members shall be determined by the Mayor.

Agenda

The following shall be the form of the agenda for Council Meetings:

Pledge of Allegiance
Roll Call of Council with announcement of Quorum
Public Comment for matters on the Agenda
Presentations
Public Hearings
Requests
Site Plan Review
Bid Awards
Business Licenses and Permits
Ordinances and Amendments
Appointment to Boards, Commission and Committees
Communications and Reports
General Items
Public Comment for matters not on the Agenda
Consent calendar
Staff updates
Communications from the Mayor and City Council
Closed Sessions
Adjournment

Recording of Meetings

1. With the exception of Closed Sessions, all meeting of the City Council shall be recorded through the use of a video recording device. Such recordings shall be under the control and supervision of the City Clerk. The video recording will be done at meetings held in the Council Chambers to the best of the ability of staff and the functionality of the equipment. Meeting held off-site are not to be recorded.

2. The recordings of Council meetings will be retained by the City Clerk for a period of ninety days from the date of the meeting.

3. The City Council meetings shall be live streamed to the City's cable channel.

4. Minutes of the meeting will be taken by the City Clerk. The minutes shall contain the approved resolutions of the City Council. The minutes shall be open for review to the public by the Monday following the meeting. An abstract of the proceedings of the Council shall be published at least once within fifteen days after each meeting in the official newspaper of the City.

Citizen Meeting Participation

1. If you do have a questions or concern to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and Council.
2. Persons addressing the City Council shall state their name and city for the record.
3. All comments are limited to three minutes per person. You cannot yield time to another person in the audience. The City Clerk is the official time keeper.
4. Persons sitting in the audience speaking out of turn are determined to be disturbing the peace and can be removed from the meeting.
5. There will be two sections of the agenda for public comment. The first at the beginning is to comment on anything on the agenda. This is your opportunity to comment on action items coming before the City Council General Items for Consideration. The second is at the end of the meeting to comment on matters not on the agenda.
6. The council shall take all matters under advisement. The City Manager will record the issue and if possible at the next meeting include a report to the City Council on the issue.

Your questions or comments may be presented during the "Public Comments" section of the agenda.

The Council Meeting is not the time for a speaker to engage in a debate with the City Council, staff or other speakers. The Council receives input from the public and deliberates the issues at hand. The speaker's opportunity to comment occurs prior to the Council's deliberation and/or action.

Council may or may not be able to answer specific questions at Council Meetings in order to facilitate the orderly processing of business.

7. No personal attacks or political speeches will be allowed. When a person in the audience becomes loud or unruly, the Mayor may declare the person to be out of order and if necessary, may rule the individual has forfeited the opportunity to speak further. A person may be excluded from the Meeting for a breach of the peace.

Committee Assignments

1. There shall be no standing Committees of the City Council. However, the Mayor may assign three members of the Council, with the approval of Council.
2. Council members responsibilities will be generally limited to policy and not the

administration of a department or appointed organization.

3. Committees shall be advisory only and no committee shall have a budget or spending authority to incur costs to the City. Committees may make recommendations to the City Council or administration. These recommendations may result in the incurring of costs. Part of the committee's report shall be the method of funding for the committee recommendation.

4. The City Administration and Department Heads may request the presence of a Council representative at any meeting they deem necessary. A Council representative should be requested to attend meetings where other elected governmental representatives are to be present.

City Council Code of Conduct

1. Members of Council shall not debate with a member of the public at Council meeting since these debates seldom resolve concerns and many times inflame feelings at a public meeting.

2. Public Hearings are to be held in accordance of Local, State or Federal Laws. These hearings are for the public to address the Council. The Council shall not interfere or speak during these times.

3. Council members shall not speak out of turn and direct all requests through the Chair.

4. The City seal is to be used only by the City. It is the seal of the City not individual Council members.

5. The City Manager and Mayor shall be the main contact for any media requests.

6. Social media now plays a part in our world but does not always relate well to the rules of conduct of Council members. As an elected official you are not only speaking for yourself but also the City Administration. It is discouraged to enter into debates, incite unrest, speak against ordinances of the City, City Staff and other Council members.

7. As a member of Council, actions are now taken in the form of resolutions and ordinances. Acting alone without knowledge of the City Administration or other Council members shall be deemed against the rules of procedure and can lead to censure.

8. Council members shall not solicit donations or money from residents or businesses in the City for purposes other than in compliance with Campaign Finance regulations.

City Council Relations with City Staff and general decorum

1. Council members shall not debate with staff during a Council meeting. Any concerns by a Council member over the behavior or work of any City employee during a

Council meeting should be directed to the City Manager privately to ensure resolution.

2. Council members shall not have individual contact with any City staff other than during regular interactions at City buildings or at a pre-arranged meeting assigned by the City Manager.
3. Council members shall not loiter or enter staff areas of any City building.
4. Council members shall not request any information from individual staff members. Requests for information shall be made through the City Manager. The City Manager shall determine whether or not the request relates to City business. The same information will be shared with all City Council members.
5. Council members shall not coerce or influence staff in the processing or applications, the granting of licenses or permits, the hiring of personnel or any other decision made by staff.
6. Council members shall not retain the City Attorney or any member of the City Attorney's law firm for legal representation in any personal matter during their tenure on City Council.
7. Mail that is addressed to the Mayor and City Council shall be delivered to the City Manager. If a response is required, the City Manager will respond after conferring with Council.
8. Incoming mail shall not be opened when addressed to individual members. All mail, newspapers and communications will be at individual council places in the Council Chambers.
9. Council members may respond on City letterhead to any person or business who has written them a letter as Council member.
 - A. Such correspondence by the Council member shall state the City Council's position, if there is one, on the given issue.
 - B. No Council member will state a position contrary to that of City Council's unless the member states the position of City Council first and, then identifies their position as being personal and not that of adopted policy.
 - C. All correspondence shall be copied to all members of Council, the City Manager and, if involving a City Department, that Department Head.
10. Requests for certificates of recognition or resolutions shall be requested through the City Manager. The City Manager shall make the determination if the request is related to City business and that all information is coordinated in accordance with the staff. A request form is available through the City Clerk and all guidelines shall be met with adequate time given to permit staff to complete the request. In general only certificates of recognition shall be requested.

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City of
WAYNE

POLICE DEPARTMENT

November 23, 2015

TO: Lisa Nocerini, City Manager

FROM: Alan M. Maciag, Chief of Police

RE: **PURCHASE OF 3 MOTOROLA APX6000 MOBILE POLICE RADIOS**

As you are aware, several departments in Western Wayne County including the Wayne Police Department have switched over to the Michigan Public Safety Communication System (MPSCS) radio system. During this transition, I have learned that our current Motorola XTS 3000 radios that were purchased in 1999 are at the end of life and do not function optimally on the states' MPSCS system. Many of my officers have reported sporadic connectivity in several areas throughout the city and have expressed these outages to be major officer safety issues.

A grant was obtained through Lowes for the purchase of new police radios in the amount of \$11,950.85. I contacted ComSource Inc who is the provider for Motorola and obtained a quote. The pricing for the Motorola APX 6000 radios is based on the State of Michigan Contract #071B2200101. We originally purchased Motorola radios when we first went to the 800 mhz system. Our current radios have held up over the years. The Motorola APX 6000 radios are the model of choice for front line officers and are currently used by departments in the area. The purchase of these radios would require a signed agreement with MPSCS and a one time activation fee of \$250.00 per radio. The total purchase price for (3) radios, battery charger, accessories and additional batteries is \$11,993.85. I have attached a quote for the equipment for your review. This price does not include the activation fee with MPSCS.

I am asking that you forward this request to City Council for their review and approval of the purchase of new portable radios. The purchase of these radios will allow the patrol division to communicate with dispatch or fellow officers without the above reported issues. The radios will be assigned to road patrol officers and the radios will be exchanged between officers at shift change.

If you have any questions, please contact me.

Alan M. Maciag
Chief of Police



MOTOROLA

Date: November 23, 2015
 Prepared For: Chief Alan MacIag
 Entity: Wayne Police Department
 33701 E. Michigan Ave.
 Wayne, MI 48184
 Phone: 734-673-7101

Equipment Details and Pricing

Item	Qty	Model	Description	Unit Price	Total Price
1	3	H98JCF9PW6 N	APX6000 PORTABLE RADIO		
1A	3	Q806	APX6000 700/800 MODEL 2.6 PORTABLE	\$1,941.00	\$5,823.00
1B	3	H38	ADD: ASTRO DIGITAL CAL OPERATION	\$386.25	\$1,158.75
1C	3	Q361	ADD: SMARTZONE OPERATION	\$900.00	\$2,700.00
1F	3	H122	ADD: P25 9600 BAUD TRUNKING	\$225.00	\$675.00
2	3	PMMN4062A	1/4 WAVE 7/800 STUBBY (MAR6595A)	\$19.20	\$57.60
3	1	NNTN7073B	APX IMPRES RSM, NOISE GANG, EMERGENCY BUTTON	\$80.25	\$240.75
4	5	HLN6875A	IMPRESS Multi Unit charger w/ display	\$1,012.50	\$1,012.50
5	3	PMNN4403	3" PLASTIC BELT CLIP ATTACHMENT	\$9.00	\$45.00
			SPARE BATTERY FOR APX6000	\$93.75	\$281.25
			Total Equipment		\$11,993.85

1. Quotes are exclusive of installation and programming charges unless expressly stated therein.
2. Prices quoted are exclusive of all applicable Federal Excise Taxes, State Sales and Use Taxes.
3. Freight will be added to final invoice
4. Prices are valid For 30 Days.
5. Standard Equipment Warranty Applies.
6. Standard Terms are: Net 30 Days from date of shipment.
7. A User agreement will need to be signed with the MPSSGS.
8. Shipment is approximately 6-8 weeks from receipt of order.
9. Prices are based on State of Michigan Contract # 071B2200101
10. The purchase order will need to provide payment terms (Net 30), shipping address and made payable to Motorola Solutions, Inc., 1301 E. Algonquin Rd., Schaumburg, IL 60196

5c

MEMORANDUM

TO: Wayne City Council; Lisa Nocerini; Carrie Venus

SM FROM: Steve McGladdery, Co-Director, Wayne Public Library

DATE: November 19, 2015

SUBJECT: Library Budget Amendment

The Friends of the Wayne Public Library voted to donate all proceeds from their annual book sale to the Wayne Public Library for the purpose of purchasing children's books. That check was given to the library on 11/6/15 in the amount of \$1,200. I would like to request the city council approve a budget amendment placing those funds, once deposited, into the "books and subscriptions" line item of the library budget so that they can be used for their intended purpose.

Wayne Housing Commission
Minutes
October 14, 2015

6a

On Wednesday, October 14, 2015 a regular meeting of the Wayne Housing Commission was held in the Housing Commission Conference Room at 4001 S. Wayne Rd., Wayne, Michigan 48184.

MEMBERS PRESENT: Nelson Willis, President; Rupert Hillyard, Commissioner; Edward McMurray, Commissioner; Debbie Sparks, Commissioner

MEMBERS ABSENT: Terry Shenk, Vice President, Excused

ALSO PRESENT: Katherine Lindsay, Executive Director; Michele Campbell Program Administrator

The meeting was called to order at 6:00 P.M. by President Willis.

The minutes of the September 16, 2015 regular meeting were approved based on a motion by Commissioner Hillyard, supported by Commissioner Sparks and unanimously carried.

1. Discussion was held regarding the September 2015 Expense Report. Moved by Commissioner Sparks, seconded by Commissioner Hillyard and unanimously carried to approve the September 2015 expenses.
2. Discussion was held regarding the September 2015 deposits.
3. The Board was informed on the uncollected rents.
4. The Board was updated on the repayment agreements with the residents.
5. The Board was apprised that the Wayne Housing Commission has no vacant units.
6. The Board was informed that during the month of September, 61 work orders were performed along with ground maintenance and unit turnovers. As of October 14, 2015, there were 6 incomplete work orders outstanding.
7. The Board was notified that the Budget has been sent to the accountant for finishing.
8. The Board was presented with a write off for E. Simpson. The unit was vacated on 05/13/2015. Moved by Commissioner McMurray, seconded by Commissioner Hillyard, and unanimously carried to approve the write off in the amount of \$1,365.36.
Resolution #10-15-19
9. Discussion was held regarding the HUD Exchange online training.
10. Discussion was held regarding the Housing Commission savings account which makes little interest. Moving a portion of the funds from the savings account to the checking account would offset bank fees. The Earnings Credit Rate (ECR) at 0.30% is a better option than the 0.03% earned on the savings account. Director Lindsay will contact HUD and JP Morgan and Chase regarding the transfer.
11. The Expense Report for the Detroit Field Office Capital Fund Training was presented to the Board.
12. Moved by President Willis to adjourn the meeting at 6:25 P.M.

Nelson Willis/President


Katherine Lindsay