

AGENDA FOR THE COMMITTEE OF THE WHOLE AND REGULAR SESSION
MONDAY, AUGUST 13th, 2012 7:00 PM
PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON
CHAIRPERSON OF THE EVENING: THE HONORABLE JAMES R. DESANA

ROLL CALL: BROWNING, DESANA, FRICKE, GALESKI, SABUDA, STEC

COMMUNICATIONS MISCELLANEOUS:

1. Communication from David Adamczyk; D & A Home Improvement representing Nanna's Kitchen relative to an expansion to his business.
2. Communication from Peter Rose representative of the PAINT THE TOWN PINK partnership relative to festivities to be held on Saturday, October 20, 2012.
3. Communication from Corrie Paswaters; Fuentes Gallery, 904 Oak Street requesting to hold an outdoor charitable Art Event on August 25, 2012.
4. Communication from Samantha Runyon requesting to solicit funds on the corner of Eureka and Fort for the 3rd Annual Alzheimer's donation drive.

PERSONS IN THE AUDIENCE

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS:

5. Communication from the City Administrator submitting a proposal from Johnson Controls relative to the repair of building automation equipment at the Yack Arena.

6. Communication from the City Administrator and General Manager of Municipal Services relative to the position of Accounting & Business analyst.

7. Communication from the City Administrator relative to a request for a response from the Municipal Service Commission as it pertains to various issues.

8. Communication from the Chief of Police submitting Traffic Control Order 2012-04.

9. Communication from the Director of Museums and Cultural Affairs relative to the reinstallation of the City History Exhibit located in the basement of the Ford-MacNichol Home.

10. Communication from the General Manager of Municipal Service regarding the opposition of the 25 x 25 Renewable Energy Initiative.

11. Communication from the General Manager of Municipal Service relative to the replacement of the roof located at the filter plant.

12. Communication from the Deputy Treasurer/Assistant Finance Director relative to the addition of another government banking service.

13. Communication from the Deputy Treasurer/Assistant Finance Director submitting 2012 Fiscal Year budget amendments required to meet General Fund and Special revenue Fund obligations.

14. Communication from the City Engineer submitting an acceptance of a proposal for the demolition and removal of asbestos containing material at a property within the City of Wyandotte.

15. Communication from the City Engineer submitting an acceptance of a proposal for the repair of the control board in the emergency generator at the Police/Court Building.

16. Communication from the City Engineer submitting a proposal for Open Top Roll Off Containers..

17. Communication from the City Engineer regarding property that can be purchased under the Right of Refusal to Purchase Tax Foreclosed Property.

18. Communication from the City Engineer and Superintendent of Recreation relative to repairs to the showmobile.

19. Communication from the City Engineer relative to a moratorium concerning applications for a medical marijuana facility until further clarification on the new law.

20. Communication from the City Engineer regarding the 2012 Concrete Street and Alley Repair and Reconstruction Program bids.

21. Communication from the City Engineer relative to the acceptance of Bid File # 4588; Exterior Repairs and Restoration of the Old Timers Log Cabin.

22. Communication from the City Engineer submitting an application for rezoning on behalf of Ramcomm LLC for the property located at 1811 Fort Street.

23. Communication from the City Engineer and the Director of Museums & Cultural Affairs submitting an acceptance of Bid File # 4582; Museum Chimney and Roof Projects.

CITIZENS PARTICIPATION:

HEARINGS:

SHOW CAUSE HEARING
WHERE ALL PARTIES ARE GIVEN AN
OPPORTUNITY TO SHOW CAUSE WHY THE DWELLING
AND SHED AT 644 ORAGE SHOULD NOT BE DEMOLISHED, REMOVED OR
OTHERWISE MADE SAFE

SHOW CAUSE HEARING
WHERE ALL PARTIES ARE GIVEN AN
OPPORTUNITY TO SHOW CAUSE IF ANY THEY
HAD WHY THE DWELLING AND GARAGE AT
3332-12TH SHOULD NOT BE DEMOLISHED , REMOVED OR
OTHERWISE MADE SAFE

AUTOMATIC REFERRALS:

1. Request from Our Lady of Mt. Carmel Parish relative to their annual Polish Festival to be held on Friday, August 24, Saturday, August 25th and Sunday, August 26, 2012. Request to have the Streets surrounding their Parish Grounds to be closed to automobile traffic during these days; 10th Street between Vinewood and Pope John Paul Avenue (Superior). PERMISSION GRANTED COPIES TO POLICE, FIRE, DPS.

2. Request from the Wyandotte Knights of Columbus Council 13607 to solicit on various Wyandotte street corners on Friday October 19th, Saturday, October 20th, 2012 from noon till 6:00 p.m. for their annual fundraiser for the mentally challenged. PERMISSION GRANTED; COPIES TO POLICE AND FIRE.

REPORTS AND MINUTES:

Municipal Service Commission	July 31, 2012
Fire Commission	August 2, 2012
Financial Services Daily Cash Receipts	August 8, 2012
Zoning Board of Appeals	August 1, 2012
Design Review Committee	August 7, 2012

①

August 9, 2012

Mayor Joseph R. Peterson & City Councilmembers
3131 Biddle Avenue
Wyandotte, Michigan 48192

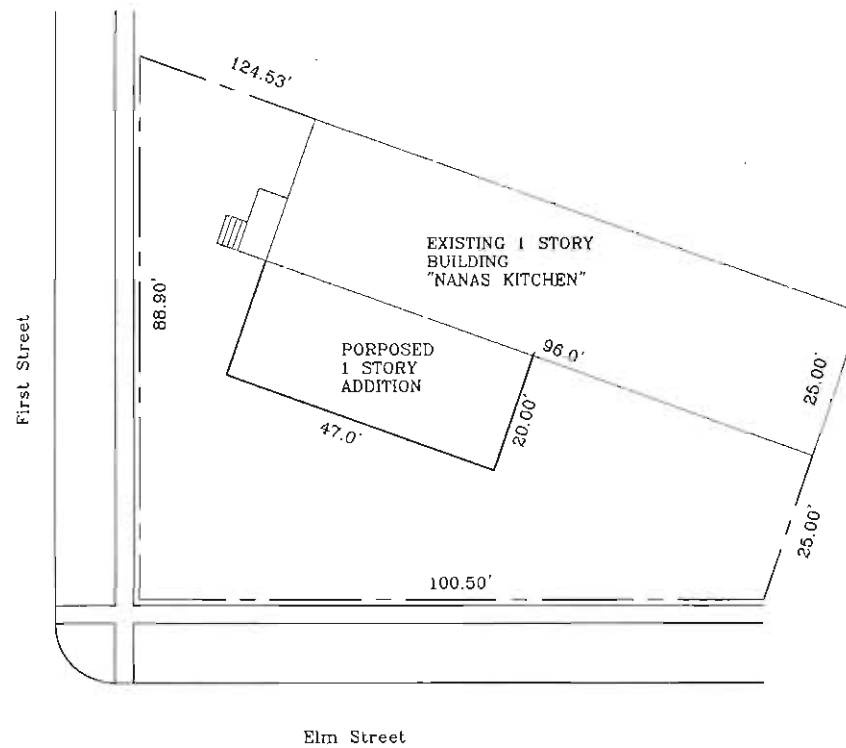
Dear Mayor and City Councilmembers:

I am representing the owner of Nanna's Kitchen ; Atef (Steven) Mikhail , 2962 Biddle Avenue, Wyandotte relative to a proposed expansion of his business existing of a 47' x 20' addition located on the South-Rear of his existing restaurant. Mr. Mikhail is requesting to purchase said city-owned property in order to move forward with this proposed expansion of his business. As you know Nanna's Kitchen is a very wonderful business that has enhanced the Downtown area for many years and to be able to expand would be beneficial to both the City of Wyandotte and the owner.

Thank you for your consideration of this request.



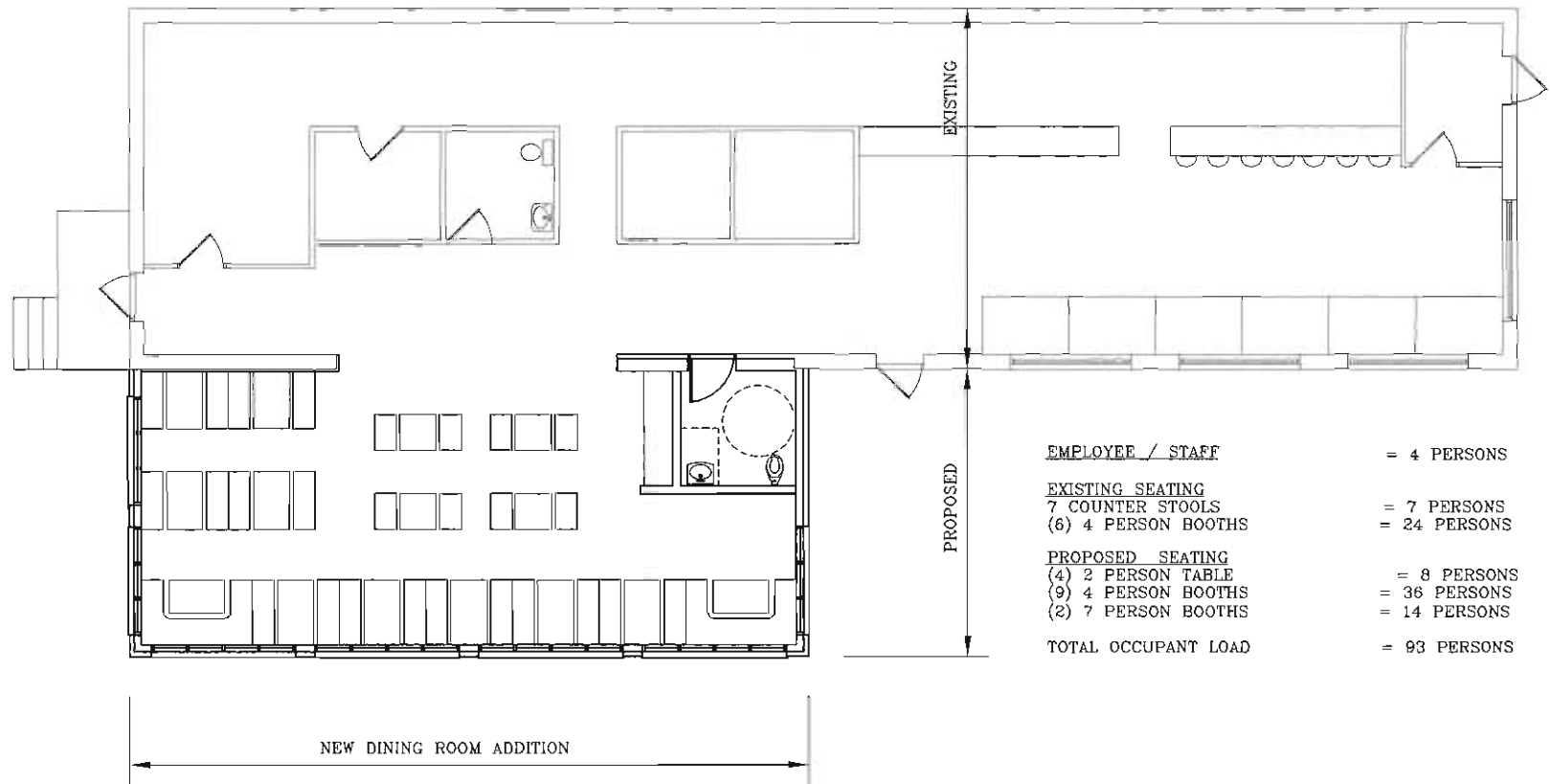
David Adamczyk
D & A Home Improvement
1128 Eureka
Wyandotte, Michigan 48192



Plot Plan
SCALE: 1" = 20'-0"

PROPOSED ADDITION TO;
NANAS' KITCHEN

SHEET PREL-1
8-8-2012



Proposed Floor Plan
SCALE: 1/8" = 1'-0"

PROPOSED ADDITION TO;
NANAS' KITCHEN
SHEET PREL-2
8-8-2012



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August 9, 2012

Dear Mayor and Council

A few weeks ago, representatives of the **Paint the Town Pink** Partnership (better known now as the **TaTas Task Force**) were in attendance as Mayor and Council considered support for our efforts to create a sensational finale to our 3-week breast cancer awareness campaign in October. Designed to **Educate** us all, **Remember** those lost and **Celebrate** those that have survived struggles with the disease, this **first annual event** should be wildly successful. There were a few specific concerns about the finale that Council raised that we are addressing today, as outlined below:

The **Pink Party** that was originally scheduled on **October 19th**....

- ✓ Has been re-planned for **Saturday, October 20th**. In so doing, we have removed any appearance of conflict or competition with the WBA's 3rd Friday event.
- ✓ The request for the closure of Biddle is now not necessary, as we are now requesting permission to use the theater lot at Elm and 1st for our event scheduled **between noon and 7pm**
- ✓ We have secured the engagement of the **Pioneer Wine Trail**, a collaboration of 9 wineries in southeastern Michigan that stretches from Haslett, through Jackson, Tecumseh, Adrian and Blissfield. Through this organization, we will enjoy their marketing efforts as well as our own. We are re-creating the Pioneer Wine Trail on a single block in Wyandotte, making us honorary one-day members.
- ✓ We have teamed with the **Wyandotte Jaycees** as our 501c4 partners. Their track record in assistance with the execution of "beer and wine" pouring events is well known.

There are innumerable events, decorations, teaching opportunities, contests, Pink sales and promotions, and many other things that will be going on in Downtown Wyandotte for the first three weeks of October. As enthusiastic as we were when we first wrote, SO MUCH MORE has been added! The Downriver Council for the Arts and the Jaycees are both very enthusiastic partners, championing fun, interesting and compelling events and features. Look for a local version of the DIA's Inside Out art installation with art by cancer survivors, and the first annual Paint the Town Pink professionally timed 5k color race in and around downtown. Your permission will be sought for the race, as it is a "big-news" sort of event, requiring planning and preparation for the crowds it will draw. Details will be forthcoming in the next few weeks.

We will be sharing more and more in general as the events roster develops and gets closer. To keep up with all that is being planned for the entire three-week period, you can always go to **www.Facebook/Tatas.TaskForce**!

Thank you for your consideration, and hopefully, in advance for your approval! We do believe we have eliminated all points of contention, and hope for your support so as to enable us to take planning to the next stages.

Sincerely,

Peter Rose

**Maria Johnson**

From: Corrie Paswaters [cpaswaters@journalregister.com]
Sent: Thursday, August 09, 2012 11:20 AM
To: clerk@wyandotte.org
Subject: ATTN: Mayor & Council - Art Show

Importance: High

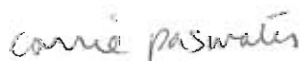
* **Dear Mayor & Council,**

Hello, I am writing in regards for permission to an art show that I would like to host on August 25th, 2012. This will be an outside event and is also a charitable event. Please see below for a bullet point list of details in regards to the event:

- Date of Event – August 25, 2012
- Time of Event – 3PM until 7-8PM as naturally do not wish to show artwork late into the evening.
- Event location – Fuentes Gallery – 904 Oak Street, Wyandotte MI 48192
- Artists will have easels to display their art on along with the art being displayed on the building itself per wire line and so forth. Nothing will go so far above a head length as to risk someone's safety, however I understand there is likely some type of waiver that will need to be signed and am more than happy to do so.
- This is in affiliation with the Fuentes Gallery on 9th and Oak in Wyandotte, MI.
- We will be accepting canned food donations which will go to the local salvation army along with raffling a painting which will be put together on site so as to provide a little more "entertainment" to any public that may show. The proceeds made from the raffle of the painting will be donated to the Brain and Lung Cancer foundation.

Thank you so much in advance for taking the time to read and consider this event. I look forward to hearing good news from you all, and promise this to be a positive and calm event for all (city, gallery business, artists, general public, and the charities in which the proceeds will go to).

Sincerely,



Corrie Paswaters

Fuentes Gallery
904 Oak Street, Wyandotte MI 48192

Corrie Paswaters
Digital Sales Traffic Analyst
Central Online Operations
JRC Interactive
P: 734.246.0868 | mailto: cpaswaters@journalregister.com

4

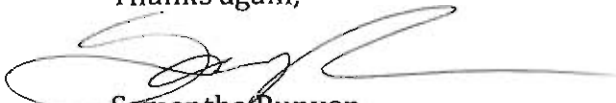
Hello,
Mayor Joe Peterson, & City Councilmembers:

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My name is Samantha Runyon and I am a resident of two years in the Wyandotte community. I would be very grateful if you allowed my family and I to stand at the corner of Fort and Eureka for our 3rd annual Alzheimer's donation drive. We have done it the past two years and it has been a great success! My Aunt set it up years past but now I am the only resident in Wyandotte so the duties are now mine. It would mean so much to our team, family and friends to allow us to continue the FIGHT against Alzheimer's disease. This disease has hit our family hard. My grandma was the 6th member to get it. Finding out at age 63 my grandma has it. She is now 71 and in a home. We want to stop this disease before it takes away anymore of life's most precious memories!

As for the dates we would like to have a four-day weekend. Thursday threw Sunday would be perfect. The sooner we can the better. The Alzheimer's Walk is August 25th at the Detroit Zoo where we will be turning in our donations to the association. Since we have done this two years in a row we know exactly what we can and can not do. I know you will make the right choice. Thank you for taking the time to look over this. I hope to hear from you soon. Have a great summer.

Thanks again,



Samantha Runyon

3582 17th

(313) 283 9346

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



TODD A. DRYSDALE, C.P.A.
CITY ADMINISTRATOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. Desana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

August 7, 2012

The Honorable Mayor Joseph R. Peterson
and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Attached you will find a proposal from Johnson Controls relative to the repair of building automation equipment at the Yack Arena. In order to control the heating, cooling, humidity, and ventilation of the facility, this repair was necessary. The undersigned recommends authorizing the Superintendent to accept this proposal from Johnson Controls for an amount not to exceed \$8,800.

The undersigned also requests that a budget amendment be approved for \$12,200 to the Building Authority Improvement Fund (295-200-825-327). Included in this amount was an emergency repair performed by Quint Plumbing and Heating, Inc., required at the facility due to a leak in an underground pipe (see attached invoice).

Sincerely,

Todd A. Drysdale
City Administrator



RESOLUTION

Resolved by the City Council that the correspondence from the City Administrator relative to emergency repairs at the Yack Arena is received and placed on file and

Further, authorizes the Superintendent of Recreation to accept the proposal from Johnson Controls, Inc, for replacement of the automated building controls at the Yack Arena in an amount not to exceed \$8,800 and

Further, approves a budget amendment to the Yack Arena Improvements account (295-200-825-327) in the Building Authority Improvement Fund of \$12,200 to cover the aforementioned equipment replacement and emergency repair by Quint Plumbing and Heating, Inc performed on the leaking underground pipe on August 1, 2012.



Service 

Proposal

TO: CITY OF WYANDOTTE
3131 BIDDLE AVENUE
WYANDOTTE MI
USA 48192

ATTN: BRAD SCHMIDT

Detroit South - 0277
2875 HIGH MEADOW CIR
AUBURN HILLS MI 483262773
PH: (248) 276 - 6000
FAX: (248) 276 - 6001

Date: 07/26/2012
Quote Ref: 1-2JGHQFN
Project Name: SRO# 0056 FX60
Site: CITY OF WYANDOTTE ICE ARENA
3131 3RD ST
WYANDOTTE MI 48192-5959

We propose to furnish the materials and/or perform the work below for the net price of: \$8,793.35

For the above price this proposal includes:

Replacing your failed Metasys NAE with a FX60 Building Automation Control. The new capabilities of FX60 will increase comfort for your occupants, give you more control over your building's systems from remote locations, and keep you better informed about your Building Automation System performance.

1. Uploading ASC's databases.
2. Installing new FX60, and commissioning.
3. Customer training on new system.

This proposal **DOES NOT** include:

1. Labor or material not specifically described above is excluded from this proposal.
2. Unless otherwise stated, any and all overtime labor is excluded from this proposal.
3. Applicable taxes or special freight charges are excluded from this proposal.

Important: This proposal incorporates by reference the Terms and Conditions attached

This proposal is hereby accepted and Johnson Controls is authorized to proceed with the work, subject to credit approval by Johnson Controls, Inc. Milwaukee, WI.

This proposal is valid through: 08/22/2012

CITY OF WYANDOTTE

Signature: _____

Name: _____

Title: _____

Date: _____

PO: _____

Johnson Controls Inc.

Signature: _____

Name: _____

Title: _____

Date: _____

(IMPORTANT): This proposal incorporates by reference the terms and conditions which are attached to this document. All work is to be performed Monday through Friday during normal JCI business hours unless otherwise noted. This proposal, or any accepted alternates, are hereby accepted and Johnson Controls is authorized to proceed with the work; subject, however, to credit approval by Johnson Controls, Inc., Milwaukee, Wisconsin.

TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

1. **SCOPE OF WORK.** This proposal is based upon the use of straight time labor only. Plastering, patching, and painting are excluded. In-line duct and piping devices, including, but not limited to valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson, shall be distributed and installed by others under Johnson's supervision but at no additional cost to Johnson. Purchaser agrees to provide Johnson with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. Johnson agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge Johnson for any costs or expenses without Johnson's written consent. Unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.
2. **INVOICE AND PAYMENTS.** Johnson may invoice Purchaser monthly for all materials delivered to the job site or to an off-site storage facility and for all work performed on-site and off-site. Purchaser shall pay Johnson at the time purchaser signs this agreement an advance payment equal to 10% of the contract price, which advance payment shall be credited against the final payment (but not any progress payment) due here in under and purchaser Johnson additional amounts invoiced upon receipt of the invoice. Waivers of lien will agree to pay be furnished upon request, as the work progresses, to the extent payments are received. If Johnson's invoice is not paid within 30 days of its issuance, it is delinquent.
3. **MATERIALS.** If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of Johnson, then in the case of such temporary unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, Johnson shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefore.
4. **EQUIPMENT WARRANTY.** Johnson Controls, Inc. (JCI) warrants that equipment manufactured or labeled by Johnson Controls, Inc. shall be free from defects in material and workmanship arising from normal usage for a period of one year. Only if JCI installs or furnishes a piece of equipment under this Agreement, and that equipment is covered by a warranty from a manufacturer other than JCI, JCI will transfer the benefits of that manufacturer's warranty to Customer. All transportation charges incurred in connection with the warranty for equipment and/or materials not installed by JCI shall be borne by Customer. These warranties shall not extend to any equipment that has been abused, altered, misused or repaired by Customer or third parties without the supervision of and prior written approval of JCI, or if JCI serial numbers or warranty date decals have been removed or altered. Customer must promptly report any failure of the equipment to JCI in writing.
5. **LABOR WARRANTY.** Johnson Controls, Inc. (JCI) warrants its workmanship or that of its agents (Technicians) in relation to installation of equipment for a period of ninety (90) days from date of installation. Customer shall bear all labor costs associated with replacement of failed equipment still under JCI's equipment warranty or the original manufacturer's warranty, but outside the terms of this express labor warranty. All warranty labor shall be executed on normal business days during JCI normal business hours. These warranties do not extend to any equipment which has been repaired by others, abused, altered, or misused in any way, or which has not been properly and reasonably maintained. **THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE. UNDER NO CIRCUMSTANCES SHALL JCI BE LIABLE FOR ANY SPECIAL, INDIRECT, OR CONSEQUENTIAL DAMAGES ARISING FROM OR RELATING TO ANY DEFECT IN MATERIAL OR WORKMANSHIP OF EQUIPMENT OR THE PERFORMANCE OF SERVICES.**
6. **LIABILITY.** Johnson shall not be liable for any special, indirect, or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.
7. **TAXES.** The price of this proposal does not include duties, sales, use, excise, or other taxes, unless required by federal, state, or local law. Purchaser shall pay, in addition to the stated price, all taxes not legally required to be paid by Johnson or, alternatively, shall provide Johnson with acceptable tax exemption certificates. Johnson shall provide purchaser with any tax payment certificate upon request and after completion and acceptance of the work.
8. **DELAYS.** Johnson shall not be liable for any delay in the performance of the work resulting from or attributed to acts of circumstance beyond Johnson's control, including but not limited to; acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner, or other Contractors or delays caused by suppliers or subcontractors of Johnson, etc.
9. **COMPLIANCE WITH LAWS.** Johnson shall comply with all applicable federal, state, and local laws and regulations, and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits a permanent nature shall be procured and paid for by the Purchaser.
10. **DISPUTES.** All disputes involving more than \$15,000.00 shall be resolved by arbitration in accordance with the rules of the American Arbitration Association. The prevailing party shall recover all legal costs and attorneys fees incurred as a result. Nothing here shall limit any rights under construction lien laws.
11. **INSURANCE.** Insurance coverage in excess of Johnson's standard limits will be furnished when requested and required. No credit will be given or premium paid by Johnson for insurance afforded by others.
12. **INDEMNITY.** The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorney's fees which may arise in connection with the execution of the work herein specified and which are caused, by the negligent act or omission of the indemnifying Party.
13. **OCCUPATIONAL SAFETY AND HEALTH.** The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of the, Occupational Safety and Health Act relating in any way to the project or project site.
14. **ENTIRE AGREEMENT.** This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.
15. **CHANGES.** No change or modification of any of the terms and conditions stated herein shall be binding upon JCI unless accepted by JCI in writing.

QUINT PLUMBING & HEATING, INC.

4144 SIXTH ST.
 WYANDOTTE, MI 48192
 (734) 281-1153

Invoice

DATE	INVOICE #
8/6/2012	32671

BILL TO
WYANDOTTE RECREATION DEPT. 3131 THIRD STREET WYANDOTTE, MI 48192

SHIP TO

P.O. NO.	TERMS
	Net 30

DESCRIPTION	SERVICED	RATE	AMOUNT
PLUMBING SERVICES WORK ON 8/1/12: LABOR - \$1,360.00 AIR COMPRESSOR - \$ 60.00 TOTAL \$1,420.00 REMOVED THE RUBBER MATTING AROUND THE CLEAN OUT OUTSIDE OF THE WARMING ROOM. BROKE THE CONCRETE FLOOR FROM THE STACK OUT EIGHT FEET (8'). FOUND A SEPARATION IN THE CROCK AS DISCOVERED ON THE CAMERA. WORK ON 8/2/12: LABOR - \$1,680.00 MATERIAL - \$ 201.45 TOTAL \$1,881.45		3,301.45	3,301.45
THANK YOU FOR YOUR BUSINESS		Total	

295-200-825-327
 S. Crispdale
 8/7/12

QUINT PLUMBING & HEATING, INC.

4144 SIXTH ST.
 WYANDOTTE, MI 48192
 (734) 281-1153

Invoice

DATE	INVOICE #
8/6/2012	32671

BILL TO
WYANDOTTE RECREATION DEPT. 3131 THIRD STREET WYANDOTTE, MI 48192

SHIP TO

P.O. NO.	TERMS
	Net 30

DESCRIPTION	SERVICED	RATE	AMOUNT
EXCAVATED THE DIRT, REMOVED THE OLD SECTION OF CAST IRON AND CLAY PIPING AND SLEEVED INTO THE CROCK SEVEN FEET (7'). RE PIPED THE REMAINING EXPOSED PIPING WITH PVC. BACK FILLED AND RE CONCRETED THE FLOOR. WORK WAS DONE AT THE YACK ARENA			
THANK YOU FOR YOUR BUSINESS		Total	\$3,301.45
Page 2			

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



TODD A. DRYSDALE, C.P.A.
CITY ADMINISTRATOR



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Leonard T. Sabuda
Lawrence S. Stec

August 9, 2012

The Honorable Mayor Joseph R. Peterson
and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Since late 2008, the City and the Department of Municipal Services (DMS) have worked towards consolidating the administrative functions of both entities. This initiative was pursued based on the recommendation included in the Organizational Review of Municipal Operations performed by Plante & Moran in 2004. In July of 2009, the City Council authorized the filling of a full-time position (Accountant) to assist in achieving the goals of this consolidated administrative services department. In December of 2009, the job description was changed to part-time and the position was filled. This arrangement continued until June 15, 2012, at which time the part-time employee resigned from the position.

Additionally, since the retirement of an employee in June of 2010, the position of Informational System Controller with DMS has been vacant. Prior to filling this job, the City and DMS jointly participated in an Information Technology Assessment to determine where financial and human resources should be allocated to achieve the greatest benefit for both entities. This report was issued in October of 2010 and identified the necessity of hiring an Information Technology Director, which was completed in May of 2011, and replacing the Information System Controller with an Operations Manager. The stated purpose of this Operations Manager was to consolidate DMS and City Finance responsibilities.

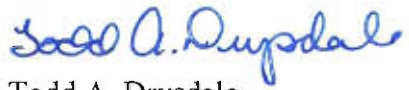
This position was included in the DMS budget effective October 1, 2011 under the job title Accounting & Business Analyst and was advertised for applicants in November of 2011. The job description is attached.

As such, the undersigned recommends the hiring of Michael J. Pente to the position of Accounting & Business Analyst subject to the successful completion of physical and drug screen examinations and background check. The employment offer, resume, and job application are attached for your review. This new position will be a General City employee primarily dedicated



to servicing DMS. An arrangement will be formalized between the City and DMS relative to the reimbursement of the cost of this position back to the City.

Sincerely,



Todd A. Drysdale
City Administrator



Melanie McCoy
General Manager – Department of Municipal Services

RESOLUTION

Resolved by the City Council that the correspondence from the City Administrator and General manager of DMS relative to the consolidation of administrative functions and the hiring of an Accounting & Business Analyst is received and placed on file and

Concurs with the recommendation therein and

FURTHER, RESOLVED BY THE CITY COUNCIL that the Council approves the hiring of Michael J. Pente subject to the successful completion of physical and drug screen examinations and background check.

ACCOUNTING & BUSINESS ANALYST

General Statement of Duties: Reviews and analyzes data contained within the computerized financial management system to assist in business decision-making; Performs complex accounting tasks required to maintain accurate financial records to be used for timely analysis of the operations of the business; Performs data extraction, manipulation, and analyses that provide conclusions which can be used to make effective and proper managerial decisions; Performs related work as required and/or directed by the City Administrator, IT Director, and General Manager that supports the accounting and business-decision making functions for the City and the Department of Municipal Service.

Distinguishing Features of the Class: This work involves performing City and Utility accounting tasks including financial record keeping, journal entry posting, general ledger administration, payroll processing, accounts receivable, accounts payable, and financial report preparation. It also requires the ability to extract information from the computerized financial management system, manipulate the data, analyze the information, and draw conclusions that can be presented to management to assist in making business-related decisions.

Examples of Work: (Illustrative Only)

- Performs complex accounting work;
- Designs analytical reviews of business practices to ensure optimal policies and practices are adopted and implemented;
- Responsible for assuring the integrity of financial data, including data extraction, storage, manipulation, processing and analysis;
- Responsible for the review of the General Ledger and maintenance of subsidiary ledgers;
- Responsible for pre-audit and audit functions, including preparation of schedules required for external audits, as assigned;
- Reconciles General Ledger accounts to subsidiary ledgers on a timely basis;
- Responsible for analyzing monthly and annual closings of the general ledger and preparing reports of results (actual vs. budget, actual vs. prior year, etc.) for distribution to stakeholders;
- Monitors cash management activities and prepares timely reports of cash balances and investments;
- Reviews accounts payable journals and prepare timely reconciliation of the accounts payable subsidiary ledger to the general ledger.
- Maintains accounts receivable journals and customer billing of electric, water, sewer and cable (telecommunication) services;
- Performs accounting for utility inventory, including warehouse inventory and fuels. Work with inventory controller and plant personnel to periodically and timely reconcile department/plant records to the general ledger. Participate as part of physical inventories conducted and reconcile and adjust general ledger and subsidiary ledgers and department/plant records to the results of the physical inventory;
- Responsible for fixed asset accounting, including recording of additions and deletions, calculating and recording depreciation and reconciling subsidiary ledger to the general ledger;

- Performs tracking and reporting of all construction in progress;
- Maintain all long term debt and installment purchase obligation accounting records including tracking restricted assets for compliance with bond covenants;
- Perform any grant accounting and reporting necessary;
- Prepare annual filings with the State of Michigan and other agencies (including FERC);
- Support annual budget preparation process;
- Work with software vendors and IT Director on issues related to the City's and the Utility's financial management systems;
- Collects data and compiles reports as required;
- Manages the accurate coding of variables from original information or data and completes statistical analyses as required;
- Responsible for analyzing data with standard statistical methods, interpreting the results, and providing written summary of data analyses;
- Participate in ongoing decisions concerning data collections, study design, methodology, and data analyses;
- Performs other related accounting, asset management, supervision and financial analysis tasks as assigned.

Required Knowledge, Skills and Education: Thorough knowledge of accounting methods including internal audit procedures; Previous demonstration of strong accounting skills, fund reporting, and computer applications including Microsoft Office and AS400 applications; ability to discuss business intelligence needs or information with external clients and internal staff; ability to prepare and make presentations to various audiences; ability to establish and maintain effective relationships with other city officials, employees, and the general public; ability to effectively present facts and recommendations in oral and written form; ability to analyze facts and exercise sound judgment in arriving at conclusions; ability and willingness to share the knowledge of analytic techniques and data coding with other staff; ability to anticipate business knowledge needs, and provide timely information through ad-hoc report generation; ability to plan, supervise and review the work of subordinates; must possess high regard for thoroughness and dependability.

Requirements:

Bachelors Degree in an appropriate discipline such as Accounting, Computer Science, Data Analysis, or Management Information Systems

5 years of experience preferred with at least 2 years in the Accounting discipline

10/18/11

Michael Pente
Employment Offer *

<u>Status:</u>	Hired as a permanent, full-time, at-will employee of the City of Wyandotte
<u>Salary Classification:</u>	Class Code 43 of the City of Wyandotte Non-Union Classification System Salary Range: \$58,780.80 - \$71,510.40 Starting Salary: \$71,510.40 <i>Employee will be eligible for any general increases granted to non-union administrative employees.</i>
<u>Retirement Benefits:</u>	Defined Contribution Plan (401A) through ICMA Retirement Corporation - Employer contribution – 10% - Employee contribution – 5%
<u>Health Insurance:</u>	Two Options (Includes Dental & Vision Coverage) 1. BC/BS Community Blue PPO Plan III (\$15/\$30 drug rider) 2. Blue Care Network HMO (\$15/\$30 drug rider) <i>Employee 20% co-payment of premiums required (see attached)</i>
<u>Retiree Health Insurance:</u>	Health Savings Plan - Employer contribution - \$50/per pay period - Employee contribution - \$50/per pay period
<u>Long-Term Disability Insurance:</u>	Benefit level of 50% of salary covered by the City
<u>Life Insurance:</u>	\$40,000 coverage (premiums paid by City)
<u>Sick Time Earned:</u>	One (1) sick day per month worked
<u>Vacation Time Earned:</u>	0 through 5 years of service - 12 days 6 through 10 years of service - 15 days 11 through 15 years of service - 18 days 16 through 20 years of service - 21 days 21 through 25 years of service - 24 days 26 years + years of service - 24 days plus an additional 1/2 day per year for each year of continuous service over 25 years. Employee will begin at the 6 year level for vacation accrual purposes
<u>Personal Leave Days:</u>	Three (3) days per year
<u>Eligible immediately for:</u>	Section 457 deferred compensation program Section 125 Cafeteria Plan

* Contingent upon the approval of the Mayor and City Council and successful background check and physical and drug screen examinations

MICHAEL J. PENTE

25256 Hunter Lane

Flat Rock, MI 48134

(734) 626-0461

mjpent@yahoo.com

AMP Plastics, LLC (Formerly Timco, LLC/Riverfront Plastics - Automotive Supplier of Plastic Interior Prod) – Brownstown, MI 2006 to 7/2011

Controller – Responsible for all financial activity of a \$15M manufacturing facility. Oversee and supervise all aspects of the accounting department to provide accurate and useful information for analysis by the owners. Manage all financial activities for Timco to optimize cash flow and coordinate with other management in order to generate a favorable working capital position. Primary contact regarding any communications or interactions with the bank, local government, state government, attorneys, etc.

- **Responsibilities** – Financial Reporting, Budgeting/Forecasting, Variance Analysis, Account Reconciliation, General Ledger Maintenance, AP/AR Oversight, Cash Management, Payroll Oversight, Inventory Control Oversight/Audit, Fixed Asset Maintenance, Benefits coordination with Human Resources and Insurance agent, Bank Account Reconciliation, etc.
- **Accomplishments** – Instrumental in securing \$6M in SBA financing for the construction of a new facility and equipment along with an IFEC approval by Brownstown Township. Discovered a property tax filing discrepancy with the City of Wyandotte that resulted in reimbursement of over \$60k in tax overcharges. Established better controls and procedures for the accounting department that resulted in more timely and accurate financial reporting.

Fisher Corporation (Tier 1/Tier 2 Automobile Supplier of Stamped Seating Components) - Troy, MI.

2005 to 2006

Controller – Responsible for the financial integrity of (3) stamping facilities with sales in excess of \$90M. Establish and maintain procedures for reporting operational activities that have financial results.

- **Budgeting/Forecasting** – Budget Development. Forecast remainder of fiscal year every month. Track current performance to budget/forecast in order to provide timely information to upper management to maximize planning strategies. Analyze variances.
- **Profit and Loss Analysis** – Management meets for a monthly “BOS” review of the plants monthly operational results. Management reviews financials (Sales, Mfg. Expenses, Mfg. Income, Spending Variances, etc.) and key factors such as overtime, scrap, charge-backs, sort/rework, expedited freight, headcount, inventory levels, inventory turns, etc. that have the greatest financial impact.
- **Inter-company Reconciliation** – Reconcile inter-company activity; which encompasses our entire customer base. Responsible for identifying inventory in-transit, shipped, and received. Reconcile any inter-company price discrepancies.
- **Cost Estimating/Quoting** – Responsible for all inter-company quoting. Developed new cost estimating/quoting rates to maintain market competitiveness.
- **Accomplishments** – Convinced upper management to bring back in-house \$20M of work to increase its contribution margin and absorb overhead due to the current lack of orders which it had originally outsourced during vibrant times in the industry due to low margin and lack of capacity. This resulted in a positive impact of \$2M to operations.

SHILOH INDUSTRIES Inc., CANTON MFG. (\$50M / Tier 2/Tier 1 Automobile Supplier) - Canton, MI.

1999 to 2005

Cost Accountant – Responsible for most aspects within the accounting dept in regards to cost accounting and controller responsibilities.

- **Budgeting/Forecasting** – Developed annual budgets and forecasted current month every week and remainder of the fiscal year every month. Track current performance to budget/forecast in order to provide timely information to management to maximize planning strategies. Analyze and address variances.
- **Profit and Loss Analysis** – Management meets for a weekly “performance analysis” of the plants prior week and month’s operational results. Management reviews financials (Sales, Mfg. Expenses, OI, Budget Variances, etc.) and key factors such as overtime, scrap, charge-backs, sort/rework, expedited freight, headcount, inventory levels, inventory turns, etc. that have the greatest financial impact. Review sales daily and “waste” costs daily.
- **Balance Sheet/Account Reconciliation** – Responsible for proper classification of transactions and reconciliation of the balance sheet accounts (Cash, A/R, Inventory, Fixed Assets, A/P, Accruals, Journal Entries, etc.). Monitored balance sheet to optimize cash flow and working capital.
- **Corporate Reporting** – Responsible to report each month P&L variances to budget for the month, Qtr., and YTD. Also, responsible for comparing current balance sheet accounts to prior fiscal year’s ending balances. Other reporting responsibilities include reports on Sales, AR/AP Aging, Inventory, Fixed Assets, “CapEx”, etc.
- **Standard Cost Maintenance** – Maintain cost structure in system to reflect production and insure proper movement and valuation of inventory. Maintain and further develop work center rates.
- **Cost Estimating Development** – Developed a more competitive/accurate cost estimating template to assist sales/engineering in quoting new business.
- **Variance Analysis** – Verification of BOM’s and Routings to actual production. Monitor purchase price variances and material variances to validate proper material costs in inventory and proper material costs flush through cost of sales; adjust standards if necessary. Audit labor reporting to payroll to verify all hours are accounted for.
- **Inventory Control** – Analyze changes in inventory, slower moving inventory, inaccurate reporting procedures, price changes, operation changes, etc. Contributed to inventory reduction to more optimum levels and to help reduce obsolescence. Responsible for organizing and streamlining physical inventories. Maintain tooling inventory to properly match expenses with revenue.
- **Financial Integrations** – Responsible for set-up/maintenance of most system generated transactions.
- **Fixed Asset Maintenance** – Track and classify all capital equipment additions/disposals and any projects in CIP.
- **Accomplishments** – Primary person in establishing better and more accurate controls in accounting dept. Organized and structured physical inventories which led to more accurate inventory reporting and less physical inventories to be taken. Reviewed cash disbursements on a bi-weekly basis which resulted in savings on non-essential expenditures.

THORN APPLE VALLEY – Smoked Meats Division (Processed Foods / \$250M in Annual Sales) Detroit, MI.

1995 to 1999

Inventory Analyst/Cost Accountant

- Standard Cost Maintenance
- Variance Analysis
- Inventory Control & Valuation
- Production/Labor Efficiency Analysis
- Financial Year End/Quarter End Reporting

EDUCATION Albion College, Albion MI - Bachelor of Arts in Accounting

SOFTWARE Excel (Advanced), Word, Baan, Trans4m, Great Plains, Tag Tracking, QAD, AS-400, Lotus Notes, Peachtree, Macros, etc.

REFERENCES Available upon request.

CITY OF WYANDOTTE, MICHIGAN 48192

**APPLICATION
FOR
EMPLOYMENT**

(PLEASE PRINT PLAINLY)

The Civil Rights Act of 1964 prohibits discrimination in employment practice because of race, color, religion, sex or national origin. The Age Discrimination in Employment Act prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age. The laws of Michigan also prohibit all of the above types of discrimination, as well as discrimination based on height, weight, marital status or handicap.

EMPLOYMENT DESIREDPosition applied for Consolidation Accountant

Have you read the description of this job?

☒

Yes

☐

No

Are you qualified to perform these duties?

☒

Yes

☐

No

Other position you would consider _____

Type of employment desired:

☒

Full-Time

☐

Part-Time

☐

Temporary

Date you can start 2 Weeks Notice w/Current EmployerWage expected \$ Current Salary \$74k (Negotiable)**PERSONAL INFORMATION**Social Security Number [REDACTED]

Name	Last	First	Middle	
	Pente	Michael	Justin	
Address	Street	City	State	Zip Code
	2286 9th Street	Wyandotte	MI	48192

Telephone (including area code) [REDACTED]

Other last names used while working, if any _____

Are you a U.S. Citizen?

☒

Yes

☐

No

If no, specify type of entry document and work authorization _____

Have you ever been convicted of a crime?

☐

Yes

☒

No

If yes, please give specifics _____

Are there any felony charges pending against you?

☐

Yes

☒

No

If yes, please give specifics _____

Have you ever served in the U.S. Military?

☐ Yes ☒ No

If yes, indicate branch of military? _____

Dates of duty: From _____ To _____ Type of discharge _____
Month Day Year Month Day Year

Do you have a reliable means of transportation to enable you to get to work in timely manner? ☒ Yes ☐ No

If you are applying for a position requiring the use of an automobile or other motor vehicle, do you have a driver's license and a motor vehicle available for your use? ☒ Yes ☐ No

Are you licensed to drive a motor vehicle other than an automobile? ☐ Yes ☒ No

If yes, what type of license do you hold? _____

Have you ever employed by the City of Wyandotte? ☒ Yes ☐ No

If so, when? Summer of 1990 and 1991

Have any of your relatives ever been employed by the City of Wyandotte? ☒ Yes ☐ No

If yes, indicate names and dates employed Joseph Pente 1985 thru 2000

Are you a smoker? ☐ Yes ☒ No

If yes, will you abide by the City's smoking policy? ☐ Yes ☐ No

Have you used, possessed or sold any illegal drugs in the past five years? ☐ Yes ☒ No

If yes, state which drugs and explain if you used, possessed or sold them

Have you ever been bonded on a job? ☐ Yes ☒ No

If so, where and when? _____

IN CASE OF AN ACCIDENT OR EMERGENCY, PLEASE NOTIFY:

Name Angela Pente Telephone (including area code) [REDACTED]
Address 2286 9th Street Wyandotte MI 48192
Street City State Zip Code

PERSONAL REFERENCES (Not former employers or relatives)

Name and Occupation	Address	Phone Number
Joseph Pappas / Engineer	Southgate, MI	[REDACTED]
Jamie Pouliot / Police Officer (Wyandotte)	Brownstown, MI	[REDACTED]
Mark Thorington / Teacher (Wyandotte)	Woodhaven, MI	[REDACTED]

EDUCATION

Identify any special skills, training or licenses you have which are related to the position you are applying for:

	NAME	CITY/STATE	DEGREE	MAJOR
High School	Theodore Roosevelt High School	Wyandotte/MI	Diploma	College Prep
College	Albion College	Albion/MI	Bachelor of Arts	Accounting
Other	Wayne State University	Farmington Hills/MI	Credits towards MBA	

EMPLOYMENT HISTORY (Begin with most recent and use additional sheet, if necessary)

1. Firm name Timco, LLC (formerly Riverfront Plastic Products, Inc.)

Employed from July 2006 to Present

Type of business Plastic Manufacturer of Interior Decorative Trim for Automotive Industry and other Plastic Product

Address 18703 Dix-Toledo Rd Brownstown Twp. MI 48193

Telephone Number (734) 687-0000 Name of supervisor Dennis Johnson

Positions Controller Starting salary \$ 72,000 Final salary \$ 74,000

Duties performed Oversee and supervise all aspects of Acct. Dept. to provide accurate and useful info. for Mgt

Reason for leaving Still Employed (Industry is Weak and Declining)

If presently employed, may we contact your supervisor? ☐ Yes ☒ No If yes, telephone _____

2. Firm name Fisher Corporation

Employed from April 2005 to July 2006

Type of business Mfg. of Metal Stampings and Components supplied to "Sister" Plants for Assembly in Auto Industry

Address 1625 West Maple Road Troy MI 48084

Telephone Number (248) 200-0000 Name of supervisor Jeff Thompson

Positions Controller Starting salary \$ 70,000 Final salary \$ 70,700

Duties performed Oversee the majority of the aspects of acct. dept. to provide accurate and useful info. for Mgt

Reason for leaving Consolidation of Facilities and Positions. Work transferred to Mexico. Better Opportunity.

Have you ever been suspended or discharged from employment? ☐ Yes ☒ No

If yes, please explain _____

The facts set forth are true and complete. I hereby authorize investigation of all statements contained in this application and full disclosure of my present and prior work record. I grant permission to the City of Wyandotte ("City") to obtain information concerning my general reputation, character, conduct and work quality and authorize any person or organization contacted to furnish information and opinions concerning my qualifications for employment, whether same is a matter of record or not, including personal evaluation of my honesty, reliability, carefulness and ability to take orders from my supervisor. I understand that this may include a record of disciplinary action assessed by previous employers. I hereby release any such person or organization from any and all liability which may result in furnishing such information or opinion. I hereby release the City and any person, organization or prior employer from any obligation to provide me with written notification of such disclosure. I hereby authorize the City of Wyandotte to perform a background investigation which may include address verification, criminal history, employment history, driving record and credit history. I understand employment is contingent upon this investigation and, if employed, false statements in this application shall be considered sufficient cause for dismissal. I understand and agree if, in the opinion of the City, the results of the investigation are unsatisfactory, an offer of employment that has been made may be withdrawn or my employment with the City may be terminated. I understand that the City requires residency within twenty (20) miles of a City boundary for all employees and that if I do not satisfy this requirement at the time of hire that I will have six (6) months to establish and maintain compliance.

I further understand the City may require a medical examination by a City-designated physician (1) after I have received an offer of employment and prior to my commencement of employment duties; and, (2) during the course of my employment as required by business necessity or for job-related purposes. I hereby consent to such examination and recognize that employment is contingent upon receipt of satisfactory medical evaluation. I further understand and agree that prior to commencing employment or after I am employed, I may be requested to submit to tests to determine the presence of alcohol or illegal drugs, and agree to the release of such test results to appropriate personnel, and agree that if I refuse such tests before commencing employment, my offer of employment will be revoked, or if I refuse such test after being employed, my employment will be terminated.

APPLICANTS FOR UNION POSITIONS

I recognize that if I am employed by the City in the position for which I have applied, I will be subject to the provisions of a labor agreement between the City and Union. I further recognize that I have no contract for employment other than the above-referenced labor agreement and that no documents, statement, or other communication in any way constitutes an agreement between the City and me and that the Labor agreement will be the only agreement between me and the City and I must abide by that agreement and all City published rules and regulations.


I HAVE READ AND FULLY UNDERSTAND THE ABOVE STATEMENT AND CONDITIONS OF EMPLOYMENT.

Dated: _____ Signature: _____

APPLICANTS FOR NON-UNION POSITIONS

I agree this application is not an offer of employment. I agree that if I am employed by the City (1) my employment is a will and may be terminated at any time, with or without cause, at the option of either the City or myself; (2) I will receive wages and be subject to the rules and regulations of the Personnel Policy Handbook and such wages, benefits, rules and regulations are subject to change by the City at any time; (3) that my assigned work hours may be modified by the City, and if requested, I will be required to work overtime; (4) and that this constitutes the entire agreement between the City and myself and all prior agreements are null and void, and nothing in any documents published by the City either before or after this agreement, shall in any way modify the above terms; (5) this agreement cannot be modified by any oral or written representation made by anyone employed by the City, either before or after this agreement, except by a written document directed exclusively by me and signed by the Mayor and City Clerk.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE STATEMENT AND CONDITIONS OF EMPLOYMENT.

Dated: 8/13/2009 Signature:  _____

4/26/05

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



JAMES R. DESANA
MAYOR

COUNCIL

Todd M. Browning
Sheri M. Sutherby-Fricke
Johnny A. Kolakowski
Joseph Peterson
Jason Ptak
Patrick J. Sutka

December 16, 2008

RESOLUTION

Director of Financial and Administrative Services
Todd A. Drysdale
3131 Biddle Avenue
Wyandotte, Michigan 48192

By Councilman Jason Ptak
Supported by Councilman Johnny A. Kolakowski

RESOLVED by the City Council that the communication from the Director of Financial and Administrative Services dated December 11, 2008 relative to a new organizational chart outlining the combined City and Municipal Services Finance Department is hereby received and placed on file.

MOTION UNANIMOUSLY CARRIED

RESOLUTION DECLARED ADOPTED

I, Maria Johnson, Deputy City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on December 15, 2008.

Maria Johnson
Deputy City Clerk

CC: Melanie McCoy, Municipal Service

Dear Mayor DeSana and City Council Members,

Per the Council resolution dated November 10, 2008, an organizational chart of the Administrative Services function was to be provided which included the organizational chart for the City of Wyandotte. The Administrative Services function will be a part of the larger Department of Finance and Administration which is already included on the city-wide organizational chart. Attached you will find the organization chart for this new function as well as the previously adopted organizational chart for the City.

Note that the Department of Finance & Administration will now service both the City and Department of Municipal Services which represents a change from historical practice. In the short-term, a new position of General Ledger Accountant will be added which will be funded through the reallocation of financial resources within the Department of Municipal Services. The long-term goal is to also add a Human Resource Director and an Information Technology Director. It is the intention that these new positions will also be funded through the reallocation of existing financial resources which will be made possible through the efficiencies gained as the result of the consolidation of the administrative functions.

Also attached is a copy of the project recommendations from the Organizational Review of Municipal Operations which was conducted by Plante & Moran in 2004. The establishment of an Administrative Services Division was a part of these recommendations. Upon implementation of this revised departmental structure, the City will have made progress in accomplishing two (2) out of the five (5) primary recommendations outlined in this report - recommendations 2 and 4.

Sincerely,
Todd A. Drysdale
Director of Financial and Administrative Services
December 11, 2008

The Honorable James R. DeSana, Mayor and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor DeSana and City Council Members,

Attached for your review and approval are necessary 2009 Fiscal Year budget amendments required to meet General Fund and Special Revenue Fund obligations. The attached budget amendments also keep the City in compliance with Public Act 621 of 1978.

The undersigned recommends that the City Council approve the budget amendments as outlined on Attachment A of this communication. If you should have any questions, comments or concerns, please do not hesitate to contact me.

Sincerely,

Robert J. Szezechowski
Deputy Treasurer/Assistant Finance Director

December 10, 2008

The Honorable Mayor James R. DeSana And City Council
City Hall
Wyandotte, Michigan

Dear Mayor DeSana and Council Members:

Attached please find an Amendment to the Offer to Purchase between the City of Wyandotte and Donald and Renee Tamoski for the property known as former 2308-2322 1st Street. This Amendment will extend the time frame for closing to March 18, 2009. All other terms and conditions will remain in full force and effect.

The attached resolution will authorize the Mayor and City Clerk to execute the Amendment.

Very truly yours,

Mark A. Kowalewski City Engineer

December 10, 2008

The Honorable Mayor James R. DeSana and City Council
City Hall
Wyandotte, Michigan

Dear Mayor DeSana and Council Members:

Republic Waste Services of Michigan will be collecting Christmas Trees beginning January 7, 2009 through January 30, 2009. The removal of ornaments, decorations, tree stands and plastic bags will permit the trees to be treated as compost. Trees will be collected on Tuesdays north of Vinewood and Thursdays south of Vincewood

Very truly yours,

Mark A. Kowalewski City Engineer

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



JOSEPH PETERSON
MAYOR

COUNCIL

Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

July 28, 2009

RESOLUTION

Todd A. Drysdale
Director of Financial and Administrative Services
3131 Biddle Avenue
Wyandotte, Michigan 48192

By Councilman Daniel E. Galeski
Supported by Councilman Leonard Sabuda

RESOLVED by the City Council that Council acknowledges receipt of the communication from the Director of Financial and Administrative Services dated July 23, 2009, regarding the Accountant position in the Department of Financial and Administrative Services and CONCURS with the job description and authorizes the Director of Financial and Administrative Services to advertise for this position consistent with the City's personnel procedures.

YEAS: Councilmembers Browning DeSana Fricke Galeski Sabuda
NAYS: None

RESOLUTION DECLARED ADOPTED

I, William R. Griggs, City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on July 27, 2009.

William R. Griggs
William R. Griggs
City Clerk

cc: Administration

July 23, 2009

The Honorable Joseph R. Peterson, Mayor and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Attached you will find a job description for the position of Accountant. This position was approved in December of 2008 when the organizational chart for the city's new Administrative Services Division was presented to the City Council.

This new position will jointly serve the City and the Department of Municipal Services. As mentioned above, this position is the next step in the implementation of a consolidated Administrative Services function that will service both operating entities that comprise the City of Wyandotte. It is estimated that this position will cost the City \$29,500 in the 2010 Fiscal Year.

The undersigned recommends the City Council concur with this job description and authorize the internal and external advertisement of this position consistent with personnel policies previously established by the City Council.

Sincerely,
Todd A. Drysdale
Director of Financial & Administrative Services

NOTE:
New FT
position
for DMS
only - 100%
paid by
DMS.

July 20, 2009

Mayor Joseph Peterson and City Council
3131 Biddle Avenue
Wyandotte, MI 48192

Dear Mayor Peterson & Council Members:

As Recreation Commissioners, we would like to commend all the City Departments that made the Fireworks, 4th of July Parade, and especially the Art Fair, such huge successes. The positive comments we have heard from the patrons and vendors about the Art Fair were overwhelming.

Once again, Wyandotte has stepped up and proven why we are the vanguard of prominent cities in this State. Congratulations to every employee, committee member and volunteer for a job well done!

Sincerely,
Dale Brennan, President
Ken Prygoski, Vice-President
Margaret Loya, Secretary
Sam A. Palamara, Commissioner
Lori Shields, Commissioner

AUTOMATIC REFERRALS:

1. Permission to close 10th Street from the South Side of Vinewood to the North Side of Westbound Superior Boulevard during the hours of the Annual Mt. Carmel Polish Festival to be held on Friday, August 28th, Saturday, August 29th, and Sunday, August 30th, 2009
2. Notice of County sponsored Household Hazardous Waste Collections & Computer Computer/Computer Peripheral Waste Collection to be held on Saturday, August 22, 2009 from 8:00 a.m. to 3:00 p.m. at the Westland Shopping Center, Warren Road and Nankin Boulevard and Saturday, October 24, 2009 from 8:00 a.m. to 2:00 p.m. at Flat Rock Community Fields, off of Gibraltar Road by Flat Rock HS (25600) Seneca Street). Wayne County Residents only.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



COUNCIL

Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

December 22, 2009

JOSEPH R. PETERSON
MAYOR

RESOLUTION

Todd A. Drysdale
Director of Financial and Administrative Services
3131 Biddle Avenue
Wyandotte, Michigan 48192


By Councilman Daniel E. Galeski
Supported by Councilman Leonard Sabuda

RESOLVED by the City Council that Council hereby CONCURS in the recommendation of the Director of Financial and Administrative Services and Superintendent of Finance/IT-WDMS to change the status of the vacant Accountant position from full-time to part-time and further, the Council concurs in the recommendation to hire David Flaten to the position of Accountant at an hourly rate of \$20.00 per hour, 24 hours per week for \$20,000 for the remainder of the fiscal year, contingent on the receipt of an employment application and successful completion of a physical, drug screen and background check.

YEAS: Councilmembers DeSana Fricke Galeski Sabuda Stec
NAYS: None

RESOLUTION DECLARED ADOPTED

I, Maria Johnson, Deputy City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on December 21, 2009.


Maria Johnson
Deputy City Clerk

CC: Administration, Municipal Service

December 17, 2009

The Honorable Joseph R. Peterson, Mayor and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Per the City Council resolution dated July 27, 2009, the undersigned was directed to advertise for and fill the position of Accountant. This full-time position was created in December of 2008 as an integral part of the consolidation of the City's and Municipal Services administrative and finance departments. Attached you will find previous documentation relative to these efforts.

The budget appropriation for this position was \$72,333.79 for the 2010 FY. In light of the negative financial pressures facing the city, an alternative plan is being proposed which would fill this position on a part-time basis only. The restructuring of this position will allow for an annual savings of approximately \$52,000 in the current year budget.

Thus, this correspondence serves to recommend David Flaten to the position of part-time Accountant in the consolidated Department of Finance and Administration. Mr. Flaten has spent the past 29 years in various financial and administrative positions in municipal government, primarily at the City of Woodhaven where he recently retired as their City Administrator.

The undersigned recommends concurrence with this recommendation.

Sincerely,

Todd A. Drysdale, Director of Financial and Administrative Services
Lisa Brendle, Superintendent of Finance/IT

December 17, 2009

The Honorable Joseph R. Peterson, Mayor and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Per previous actions of the City Council, the undersigned was authorized to pursue the sale of tax credits created by the renovation of the former Masonic Temple facility at 81 Chestnut. Attached you will find a narrative describing the transaction that is being pursued that would result in additional funding to be used to redevelop the facility through the monetization of the federal historic tax credit. Additionally, you will find a flowchart that attempts to clarify the financial elements of the transaction.

The undersigned recommends concurrence with the attached resolution authorizing the execution of the necessary documents to establish the appropriate members of the partnership, convey the ownership of the building to the Wyandotte Art Center LLC, and allow for the transaction to be consummated relative to the federal historic tax credits.

Further, the City Council should instruct the Director of Museums and Cultural Affairs to present a proposal that outlines the process and a timeframe for establishing a local historic district that would encompass 81 Chestnut. This process would allow for a similar transaction to be consummated for any state historic tax credits that the project would be eligible for.

Sincerely,

Todd A. Drysdale, Director of Financial and Administrative Services

Topical Area/Recommendation	Maturity	Priority	Effort
Organization			
IT Organization Structure	●●○○○		
Create a new IT Department that reports directly to Mayor and Council		●●●	●○○
IT Staff	●●○○○		
Create a regular schedule for the Communications Specialist (or interns) to spend time at the offsite locations		●●●	●○○
Hire an IT Director		●●●	●●○
Consolidate DMS and Finance responsibilities within the department into the newly defined Operations Specialist		●●●	●●○
Communication	●○○○○		
Create an IT Steering Committee		●●○	●●○
Leadership and Management	●○○○○		
Implement a formal IT governance structure		●●○	●●○
IT Strategy	●●●○○		
Develop a detailed IT Strategic Plan		●●○	●●○
Technology Budgeting and Funding	●●●○○		
Modify the method used to charge back IT related expenses to departments.		●●●	●○○
Create a formal Technology Review Process (TRP), as part of the IT governance structure		●●○	●●○
Administration			
End User Services	●○○○○		
Create a targeted and coordinated training plan to address technology deficiencies City-wide		●●○	●○○
Help Desk	●●○○○		
Implement a Unified Help Desk System		●●●	●○○
Technology Standards	●●●○○		
Implement hardware refresh policies		●●○	●○○
Project Portfolio Management	●○○○○		
Track all project requests in one centralized project portfolio		●●●	●○○
IT Asset Management	●●●○○		
Include inventory discovery and management in new help desk application		●●○	●○○
Security Management	●●●●○		
Deploy network and remote desktop management tools		●●○	●●○
Perform a user access review for the core applications			●●●
Policies and Procedures	●●○○○		
Implement formal policies and procedures		●●●	●●○
Establish formal policy to notify IT of new hires and terminations		●●●	●●○
Disaster Recovery Plan/Business Continuity Plan (DRP/BCP)	●●○○○		
Develop a DRP/BCP strategy		●●●	●●○
Technology			
Network Infrastructure and Management	●●○○○		
Implement an enterprise core switch for end user connectivity,		●●●	●●○

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. Desana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

TODD A. DRYSDALE, C.P.A.
CITY ADMINISTRATOR

DATE: August 9, 2012

TO: Mayor Peterson and City Council Members

FROM: Todd A. Drysdale, City Administrator *T. Drysdale*

RE: Request for Reports and Information – DMS

Attached you will a memorandum submitted to the Municipal Service Commission dated June 28, 2012. I am requesting that the City Council pass a resolution requiring a response from the Commission.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



TODD A. DRYSDALE, C.P.A.
CITY ADMINISTRATOR

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. Desana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

Memorandum

DATE: June 28, 2012

TO: Municipal Service Commission

FROM: Todd A. Drysdale, City Administrator

RE: Request for Reports and Information

Per the attached City Council resolution, I have been assigned the task of overseeing the operations and directional course of the Department of Municipal Services (DMS) including hiring decisions, compensation changes, rate increases, collective bargaining agreement negotiations, debt issuance, and any significant contractual agreement that would be entered into by DMS. As such, I am requesting the following procedures relative to information dissemination be implemented by the Municipal Service Commission (Commission) to assist in carrying out these duties:

1. Notification of internal department head meetings
2. Minutes of internal department head meetings
3. Review of any items being placed on the Commission agenda relative to the above issues which were assigned to me. I respectfully request these items be provided to me a minimum of three (3) days in advance to allow for adequate review and time for subsequent questions to be addressed by the originator of the agenda items.
4. Meeting between DMS administration and labor counsel prior to the commencement of negotiations for any successor collective bargaining agreement. I respectfully request that this meeting be held at least fourteen (14) days prior to commencing negotiations with the Union.
5. Meeting between DMS administration and bond counsel/advisor prior to reaching a decision to issue debt or borrow funds. I respectfully request that this meeting be held at least thirty (30) days prior to the commencement of the debt issuance/borrowing process.
6. Justification, in writing, of any recommendations for hiring of personnel. I understand that the Commission already passed a resolution requiring these issues to be presented to the Commission in advance of any hiring decisions. Thus, this request for written justification should not pose a problem as the item should already be prepared for the Commission agenda.

7. Justification, in writing, of any recommendations for compensation or fringe benefit changes. I also recommend that the Commission formally request these matters be approved by the Commission.
8. Under the assumption that all significant contractual agreements must be placed on the Commission agenda, I respectfully request that the lead time for my review of these items be extended from three (3) days (as identified in item 3) to ten (10) days to allow adequate time for a comprehensive review to be performed.

I also request that the following items be presented to the City Council:

1. Operating budgets prior to October 1st of each year.
2. Financial Statement Audit by December 31st each year (note that the City Charter currently requires the audit)
3. Quarterly Financial Results (as currently required by the City Charter) within 45 days after calendar quarter end
4. Notification of any changes in compensation or fringe benefits (including retirement allowance)
5. Changes or extensions to collective bargaining agreements
6. Notification of any personnel additions

It is my opinion that these requests are within the authority granted to me by the attached resolution and are supported by Paragraph 91 of the City Charter which states that the Commission shall make such other reports as the City Council from time to time require. While I believe that the dissemination of this requested information prior to a decision being reached by the Commission is a best practice that should be encouraged. I am confident that you will concur and acknowledge that improved communication can only lead to better decision-making which will benefit all parties involved – particularly the utility customers.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Kechin
CITY ASSESSOR



COUNCIL

Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

May 22, 2012

JOSEPH R. PETERSON
MAYOR
RESOLUTION

James R. DeSana, Councilman
3131 Biddle Avenue
Wyandotte, Michigan 48192

By Councilman Lawrence Stec
Supported by Councilman James R. DeSana

RESOLVED by the City Council that Council CONCURS in the recommendation to appoint Todd A. Drysdale, City Administrator to oversee the operations and directional course of the Department of Municipal Service including hiring decisions, compensation changes, rate increases collective bargaining agreement negotiations, debt issuance, and any SIGNIFICANT contractual agreement that would be entered into by the Department of Municipal Service effective immediately. AND BE IT FURTHER RESOLVED that the City Administrator be paid \$1,000 per month effective May 1, 2012; funds to be derived proportionately from each of the three enterprise funds with the Department of Municipal Services-electric, water, and cable-whose budget presently includes \$10,000 (.018%) for services provided by the City Administrator.

YEAS: Councilmembers Browning DeSana Galeski Stec

NAYS: Councilmembers Fricke Sabuda

RESOLUTION DECLARED ADOPTED

I, William R. Griggs, City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on May 21, 2012.

William R. Griggs
City Clerk

CC: City Administrator, Melanie McCoy, General Manager, Finance

MAYOR
Joseph R. Peterson

CITY CLERK
William R. Griggs

CITY ASSESSOR
Colleen A. Keehn



CITY COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

DANIEL J. GRANT
CHIEF OF POLICE

July 24, 2012

Mayor and City Council
City of Wyandotte
3131 Biddle Avenue
Wyandotte, MI 48192

Dear Honorable Mayor and City Council Members:

SUBJECT: TRAFFIC CONTROL ORDER 2012-04

After review, the Traffic Bureau recommends the installation of "Handicap Parking" signs at 314 Goddard, Wyandotte, MI 48192. This request met all the qualifications set forth by the Commission; therefore, in concurrence with Inspector Pouliot, this letter serves as a recommendation for Council support of Traffic Control Order 2012-04 as specified on said order.

If there are any additional questions, please feel free to contact my office at extension 4424.

Sincerely,

Daniel J. Grant
Chief of Police

City of Wyandotte

Traffic Control Order

TRAFFIC CONTROL ORDER # **2012-4**

Parking ☐

Speed ☐

Signs to be installed ☒

Other ☐

Traffic Code

ORDER TO PLACE SIGNS REGULATING TRAFFIC

The Police and Fire Commission, after having caused an engineering and traffic investigation to be conducted, do hereby direct pursuant to the City of Wyandotte Michigan Code of Ordinance, Chapter 35, Article II, and in conformance with the Michigan Uniform Traffic Code, as amended and adopted by the City of Wyandotte, Michigan,:

The installation of:

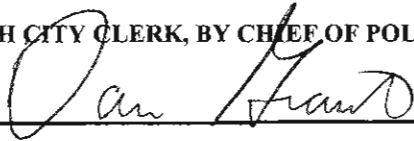
- "Handicap Parking Signs" at 314 Goddard

This Traffic Control Order shall be filed in the Office of the City Clerk, City of Wyandotte, Michigan.

POLICE & FIRE COMMISSION APPROVAL, CITY OF WYANDOTTE, MICHIGAN

DATE: _____

FILED WITH CITY CLERK, BY CHIEF OF POLICE DANIEL GRANT, CITY OF WYANDOTTE, MICHIGAN



DATE: 7-24-12

CITY COUNCIL APPROVAL, CITY OF WYANDOTTE, MICHIGAN

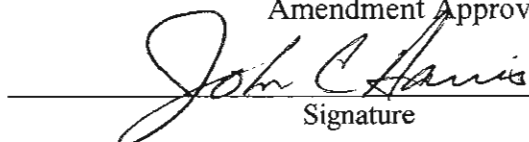
DATE: _____

CHANGE TO OR AMENDMENT TO ORDER

Date: «Sign Removal»

Reason: «Note»

Amendment Approved by the Police & Fire Commission



Signature

Date: 7-24-2012

Copy Forwarded To: Wyandotte City Clerk and Department of Public Works

OFFICIALS

William R. Griggs
CITY CLERK

Andrew Swiecki
TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
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Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

JODY L. EGEN
DIRECTOR OF MUSEUMS AND CULTURAL AFFAIRS

Mayor & City Council
City of Wyandotte
3131 Biddle Ave.
Wyandotte, MI 48192

Thursday, August 09, 2012

Honorable Mayor and City Council Members;

Following our Departmental Goals and Objectives, Wyandotte Museums Staff have been actively planning the reinstallation of the City History Exhibit, located in the basement of the Ford-MacNichol Home. Recently, the Wyandotte Museums has been awarded a major grant from the Michigan Humanities Council in the amount of \$15,000 towards the completion of this project.

The exhibit will have two levels: a lower level which will focus on Wyandotte prehistory, geography, and early industries, and a second level to be housed on the third floor of the Museum which will delve into the social history of our city in the post-settlement period. In the basement level, for which we were awarded funding, we will explore how history illuminates this interplay of humanity and the environment to create a bedrock understanding of the fundamental core of our heritage. The site where Wyandotte sits today was, in the 1700s, a village for the Native American tribe known as the Wyandot, a part of the Huron Nation. Our rich Native American heritage will be featured, including the culture of the Wyandot people and their integral role in the history of the area. This foundation will then carry our visitors to the next level, physically and mentally, where they will explore Wyandotte's social history with an emphasis on ethnic groups, neighborhoods, lifestyles, businesses, schools, etc. The early history of Wyandotte, literally at the very foundation of our building, reinforces the rest of the Museum tour by setting the stage for this convergence of societies.

In order to complete the application, Museum staff selected project personnel that includes humanities scholars, as well as a main consultant. As per the grant requirement, Nancy Bryk of Ann Arbor, Michigan, will serve as the main consultant and public historian for the project. She will work with Museum staff to develop and refine exhibit improvements, ensure environmental conditions for artifacts, as well as oversee content development to meet best

practice benchmarks. She will be the liaison with Larry Hutchinson, of Hutchinson Designs, to create and oversee fabrications of exhibit vitrines, panels, etc., and installation. She has been project director of several NEH and IMLS grants at The Henry Ford and Ann Arbor Hands-On Museum. She has an M.A. in American Culture from the University of Michigan and is a Professor of Historic Preservation at Eastern Michigan University.

Attached is the final budget presented to the MHC in our grant application. In accordance with our grant guidelines, we will be moving forward to begin the fabrication of the updated exhibit with the vendors approved by the MHC, and look forward to its grand opening in spring of 2013. Funds will be utilized from museum account 101.000.257.250.071. Thank you for your continued support of the Wyandotte Museums.

I will be happy to go over the material and answer any questions you may have. Thank you for your continual support of the Wyandotte Museums.

Sincerely,

A handwritten signature in black ink, appearing to read "Jody Egen", with a stylized flourish extending to the right.

Budget Overview

Sponsoring Organization: City of Wyandotte/Wyandotte Museums

Project Title: City History Gallery Exhibit Installation

	MHC FUNDS	Grantee Cost-Share		TOTAL
		Cash	In-Kind	
SALARIES	\$12,786	\$15,285	\$0	\$28,071
FRINGE BENEFITS	\$0	\$2,177	\$0	\$2,177
HONORARIA	\$0	\$432	\$500	\$932
TRAVEL	\$1,364	\$0	\$75	\$1,439
TELEPHONE	\$0	\$274	\$0	\$274
RENTALS	\$0	\$160	\$100	\$260
PRINTING & DUPLICATING	\$0	\$4,966	\$0	\$4,966
PROMOTION	\$0	\$211	\$180	\$391
SUPPLIES & POSTAGE	\$0	\$121	\$0	\$121
RESOURCE MATERIALS	\$0	\$125	\$275	\$400
EVALUATION	\$350	\$0	\$10	\$360
OTHER	\$0	\$5,225	\$0	\$5,225
TOTAL	\$14,500	\$28,976	\$1,140	\$44,616

Total MHC Request (MHC Funds) = : 14500

Total Applicant Share (Grantee Cost-Share) = 28977

Has the Fiscal Agent assisted in preparing the budget? YES

Note: Please use the above categories, do not change the form.

Budget Itemization

Sponsoring Organization: City of Wyandotte/Wyandotte Museums

Project Title: City History Gallery Exhibit Installation

	MHC Funds	Grantee Cost-Share		TOTAL
		Cash	In-kind	
Salaries				
Project Director 240 hrs @ \$27.01		\$6,482		\$6,482
Fiscal Agent 6 hrs @ \$50.78		\$305		\$305
Museum Assistant 160 hrs @ \$10.00		\$1,600		\$1,600
Museum Carpenter 160 hrs @ \$7.40		\$1,184		\$1,184
Main Consultant 140 hrs @ \$50.00	\$5,000	\$2,500		\$7,500
Exhibit Fabricator 230 hrs @ \$50.00	\$7,786	\$3,214		\$11,000
	\$12,786	\$15,285	\$0	\$28,071
Fringe Benefits				
Project Director @ 29%		\$1,880		\$1,880
Fiscal Agent @ 29%		\$88		\$88
Museum Assistant @ 7.5%		\$120		\$120
Museum Carpenter @ 7.5%		\$89		\$89
	\$0	\$2,177	\$0	\$2,177
Honoraria				
Humanities Consultants 2 @ \$250			\$500	\$500
Webmaster: 16 hrs @ \$27.01		\$432		\$432
	\$0	\$432	\$500	\$932
Travel				
Consultant: 20 X 82 X \$0.55/mile	\$902			\$902
Fabricator: 12 X 70 X \$0.55/mile	\$462			\$462
Scholar 1: 4 X 16 X \$0.55/mile			\$70	\$70
Scholar 2: 4 X 2 X \$0.55/mile			\$4	\$4
	\$1,364	\$0	\$75	\$1,439
Telephone				
12 months @ \$22.84/month		\$274		\$274
	\$0	\$274	\$0	\$274
Rentals				
Opening event sound equipment: flat fee			\$100	\$100
Opening event table skirting: 4 x \$25		\$100		\$100
Opening event table linens: 4 @ \$15		\$60		\$60
	\$0	\$160	\$100	\$260
Printing & Duplicating				
Research copies: 75 @ \$0.10		\$7.50		\$8
Copies of Humanities Resources of MCH		\$40		\$40
Graphics production: exhibit panels		\$2,075		\$2,075
Graphics Production: labels		\$50		\$50
Graphics production: mural		\$2,250		\$2,250
Posters: 150 @ \$0.75		\$113		\$113
Invitations to Opening: 125 @ \$0.55		\$69		\$69
Programs for Opening: 150 @ \$0.75		\$113		\$113
Exhibit hand-out materials: 500 @ \$0.50		250		\$250
	\$0	\$4,966	\$0	\$4,966
				Continued ...

Note: Please do not change category titles. All miscellaneous costs should be put under Other. Thank you.

Budget Itemization

Sponsoring Organization:

Project Title:

	MHC Funds	Grantee Cost-Share Cash	In-kind	TOTAL
Promotion				
City web site ad: 4 wks @ \$25			\$100	\$100
Press releases: 3 @ \$27		\$81		\$81
Banner: Flat Free				\$0
Electronic Billboards: 2 @ 4 wks X \$10			\$80	\$80
Postcards: 1000 X \$0.13		\$130		\$130
	\$0	\$211	\$180	\$391
Supplies & Postage				
Postage: 125 invitations @ 0.44		\$55		\$55
Labels: 1 box @ \$10		\$10		\$10
Toner for copier: 1/4 cartridge @ \$125		\$31		\$31
Postage: Humanities resources MCH		\$25		\$25
	\$0	\$121	\$0	\$121
Resource Materials				
Website: 1 YR @ \$125		\$125		\$125
Curriculum packets: 500 @ \$0.55			\$275	\$275
				\$0
				\$0
	\$0	\$125	\$275	\$400
Evaluation				
MHC required evaluator	\$350	\$0		\$350
Participant surveys: 1000 @ \$0.1			\$10	\$10
				\$0
	\$350	\$0	\$10	\$360
Other				
Exhibit display cases		\$2,300		\$2,300
Refreshment for grand exhibit opening		\$350		\$350
Exhibit Lighting		\$1,250		\$1,250
Paint		\$500		\$500
Exhibit gallery hanging system		\$500		\$500
Artifact mounts/stands		\$200		\$200
Exhibit immersive audio component		\$25		\$25
Adapt display platform		\$100		\$100
	\$0	\$5,225	\$0	\$5,225
TOTAL	\$14,500	\$28,977	\$1,140	\$44,616.67

Note: Please do not change category titles. All miscellaneous costs should be put under Other. Thank you.

**CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION**

(10)

MEETING DATE: August 13, 2012

AGENDA ITEM #

ITEM: Resolution Opposing the 25 x 25 Renewable Energy Initiative
--

PRESENTER: Melanie McCoy, Wyandotte Municipal Service, General Manager

INDIVIDUALS IN ATTENDANCE:

BACKGROUND: As part of PA 295 of 2008, all electric utilities, including WMS are required to supply 10% of their power supply from renewable resources by 2015. As part of WMS Renewable Energy Plan to obtain the 10%, we participate in the multiple projects both within Michigan and outside of Michigan. WMS has continually evaluated all renewable energy opportunities in order to provide reliable, economical and environmentally responsible power.

The 25 x 25 Initiative is proposed as a Constitutional Amendment. Michigan Municipal Electric Association (MMEA) has joined the Clean and Responsible Energy (CARE) coalition with other utilities and associations. WMS and CARE believe this is a legislative issue and the constitution should be a foundation document. Energy Policy should be developed by the legislature with the ability to address changing needs of the state.

STRATEGIC PLAN/GOALS: To provide services in an efficient, reliable, economically and environmentally responsible manner.

ACTION REQUESTED: Adopt the resolution opposing 25 x 25 Renewable Energy Initiative.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: If 25 x 25 approved, WMS could see increase power supply costs.

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to MMEA.

FINANCE DIRECTOR'S RECOMMENDATION:

MAYOR'S RECOMMENDATION:

MODEL RESOLUTION: Resolution Opposing the 25 x 25 Renewable Energy Initiative.

RESOLUTION 07-2012-04

RESOLUTION OPPOSING THE 25 X 25 RENEWABLE ENERGY INITIATIVE

WHEREAS, Michigan's 2008 energy law PA 295 was approved after careful evaluation of its impact on energy bills, the electricity needs of Michigan families and businesses, how renewable energy fits in with the state's generating fleet, and the price of power on the wholesale markets; and

WHEREAS, WMS supports and is making excellent progress toward reaching the current standard of 10 percent renewable energy by 2015; and

WHEREAS, any consideration of raising the state's renewable energy standard should wait until after 2015, when the 10 percent standard can be evaluated on a number of key factors; and

WHEREAS, the constitution is a foundational document, meant to establish basic rights for the long term. It is not the place for energy policy, which should be determined by the legislature.

BE IT RESOLVED by the Wyandotte Municipal Service Commission, a majority of its members thereto concurring, that the Commission opposes the proposed 25 x 25 Constitutional Amendment and supports the legislative policy making process.

ADOPTED this 31st day of July 2012.

ATTEST:

WYANDOTTE MUNICIPAL SERVICE COMMISSION

By: 
President

By: 
Secretary

RESOLUTION

Wyandotte, Michigan

Date: August 13, 2012

RESOLUTION by Councilman_____

RESOLVED by the City Council that:

Resolution from Department of Municipal Service opposing the 25 X 25 Renewable Energy Initiative.

I move the adoption of the foregoing resolution.

MOTION by Councilman_____

Supported by Councilman_____

YEAS

COUNCIL

NAYS

Browning

DeSana

Fricke

Galeski

Sabuda

Stec

**CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION**

(11)

MEETING DATE: Aug 13, 2012

AGENDA ITEM #

ITEM: Water Department Roof Replacement Bid Award

PRESENTER: Bill Weirich, Wyandotte Municipal Service, Water Department Superintendent

INDIVIDUALS IN ATTENDANCE: Melanie L. McCoy, Wyandotte Municipal Services

BACKGROUND: The water department buildings have had repeated leaks and temporary repairs over the past several years. The roof was installed in 1998 and made of Durolast, single ply PVC. The roof had a prorated 15 year warranty, and the leaks were determined to be from impacts – hail or stones – and therefore not covered by the warranty. The roofs were inspected, and public bid was issued. After bid analysis, it was determined that installing all sections at once for the Water Department/Filter Plant buildings would save \$45,000 on remobilization charges and quantity discounts. The new roof will be multiply asphalt based roof with a 30 year warranty.

STRATEGIC PLAN/GOALS: To provide services in an efficient, reliable, economically and environmentally responsible manner.

ACTION REQUESTED: Adopt the resolution authorizing the award of the Water Department Roof Replacement with LaDuke Roofing and US Communities.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: To be paid from 2012 Capital Budget.

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to LaDuke Roofing.

FINANCE DIRECTOR'S RECOMMENDATION:

MAYOR'S RECOMMENDATION:

MODEL RESOLUTION: Resolution authorizing the Department of Municipal Services to accept the proposed roof replacement bid in the amount of \$189,573.00 to LaDuke Roofing and US Communities.

RESOLUTION

Wyandotte, Michigan

Date: August 13, 2012

RESOLUTION by Councilman_____

RESOLVED by the City Council that:

Resolution Authorizing the Department of Municipal Service to accept the proposed roof Replacement bid in the amount of \$189,573.00 to LaDuke Roofing and US Communities.

I move the adoption of the foregoing resolution.

MOTION by Councilman_____

Supported by Councilman_____

YEAS

COUNCIL

NAYS

Browning

DeSana

Fricke

Galeski

Sabuda

Stec

RESOLUTION 07-2012-02

**A RESOLUTION FOR THE COMMISSION TO ACCEPT THE PROPOSED
ROOF REPLACEMENT BID**

WHEREAS, Wyandotte Municipal Services has received bids for the replacement of the roofs at the Filter Plant due to the failure of the current roofing material on the roofs, and,

WHEREAS, this replacement will help to protect the structure of the building and process equipment housed within, and,

BE IT RESOLVED by the Wyandotte Municipal Service Commission, a majority of its members thereto concurring, based on a recommendation made by the Water Department Superintendent to award the bid in the amount of \$189,573 to LaDuke Roofing and US Communities.

ADOPTED this day July 31, 2012

ATTEST:

WYANDOTTE MUNICIPAL SERVICE COMMISSION

By: _____

President

By: _____

Secretary

Municipal Service Commission
Gerald P. Cole
Frederick C. DeLisle
James S. Figurski
Lestie G. Lupo
Michael Sadowski



Electric, Steam, Water
Cable Television and High Speed Internet
Service since 1889

Melanie L. McCoy
General Manager and Secretary
3005 Biddle Avenue, P.O. Box 658
Wyandotte, MI. 48192-0658
Telephone: (734) 324-7100
Fax: (734) 324-7119

MEMO

To: Municipal Service Commission

From: Bill Weirich
Melanie McCoy

Re: Filter Plant Roof Replacement

The attached inspection report was received from Garland Company after an evaluation of the Filter Plant Roof.

The roof was installed in 1998 and made of Durolast, single -ply PVC. Several of our other roofs installed at that time have required replacement such as 3005 Biddle and the Settling Basin Roof. The coal dust also contributes to the degradation at this filter plant location.

There are leaks that have been patched or temporarily repaired over the past years. It is now at the point of needing replacement due to the excessive leaking.

The roof was bid, with 4 qualified bids. The low, preferred bid is Laduke Roofing and US Communities at \$189,573.00. Being a member of US Communities we are able to take advantage of the Municipal cooperative rates for the roofing materials. The new multiply asphalt based roof will have a 30 year warranty.

Wyandotte Water Campus Sections 1-8

Bid Results

<u>Contractor</u>	<u>Base Bid Amount</u>	<u>Materials</u>	<u>Total</u>
Christen Detroit:	\$199,600.00	\$88,094.00	\$287,694.00
Schena:	\$143,750.00	\$2,500.00	\$146,250.00
Royal Roofing:	\$145,000.00	\$85,323.00	\$230,323.00
Lutz Roofing:	\$133,962.00	\$83,684.00	\$217,646.00
LaDuke:	\$104,250.00	\$66,401.00	\$170,651.00
Molnar:	\$143,150.00	\$79,662.00	\$222,812.00

→ plus additional contingent materials.

Low Contractor:

LaDuke Roofing



GARLAND COMPANY, INC.

Matt Verhey

2435 Ivy Hill Dr.
Commerce, MI 48382
Mobile: 248-880-0896
Email: mverhey@garlandinc.com
Learn More: www.garlandco.com

Monday, January 23, 2012

Water Filtration Plant
Wyandotte, MI

Attn: Bill Weirich

Re: Roof Inspection Report

Dear Bill,

I would like to thank you for the opportunity to meet you and discuss some of the issues you are currently experiencing with your roof. Based upon my inspection, the following are my findings:

Conditions: There have been several leaks reported within the facility, some of which have not been repaired after several attempts. The roof is a Durolast, single-ply Polyvinylchloride (PVC) roof. The roof consists of a structurally sloped concrete deck, a vapor barrier, 1" of perlite insulation, and a 3-ply BUR asphalt based roof. The PVC roof was installed over the original roof with 1" of EPS insulation beneath it.

While the drainage is good as there is no evidence of ponding water, the PVC membrane is failing. Typically the single-ply roofs have a life expectancy of approximately 15 years under proper conditions. Directly adjacent to a coal processing facility, the roof systems within the facility are severely deteriorated. The amount of coal dust on the roof essentially eat away at the membrane, exposing the scrim within the membrane. Additionally, the membrane becomes brittle, subject to punctures when the temperatures drop below freezing.

The majority of the leaks are caused by impacts to the roof membrane. Because the roof is deteriorated and brittle, any debris (stones) falling from the coal elevator adjacent to the roof section are creating small holes throughout the membrane. This is the reason for the amount of leaks within the building. Additionally, the sheer number of the impact punctures is undoubtedly saturating the original roof system.

Temporary Solution: The PVC membrane has a significant amount of impact holes within the roof and the membrane itself is deteriorated beneath the amount of coal dust. Therefore, a short term repair may not be effective. Very few materials can maintain adhesion to the PVC substance, especially under the conditions present. However, under the given circumstances, an attempted repair may be the only way to temporarily reduce the amount of water entering the building. It should be noted however, that this is very temporary and no warranties can be provided with the repair.

Repair Scope of Work:

- 1) Identify impact punctures primarily located on North side of roof
- 2) Clean surface as good as possible
- 3) Install asphalt based mastic over impact punctures

Repair Budget.....\$3,800.00 (T&M not to Exceed)

*The above budget is based on a T&M, not to exceed price. Should the contractor performing the repair not utilize all of the resources as budgeted, the Library will only be charged for the actual amount of time and materials.

Long Term Solution: Because the roof is no longer functioning as a waterproof system, the only long-term solution is to replace it. Rather than a single-ply which is susceptible to punctures, seam failures, and severe degradation under the coal conditions, an HPR, multiple-ply asphalt based roof system is recommended. The proposed roof system will perform for 30+ years with minimal maintenance.

As opposed to a single-ply system which has a typical thickness of 45 to 60 mils and consists of one layer of waterproofing membrane, an HPR Modified system will provide several layers of waterproofing, yielding over 300 mils of protection.

Replacement Scope of Work:

- 1) Remove existing roof system including perimeter copings down to concrete deck.
- 2) Inspect the concrete deck for any deficiencies and repair if necessary at the predetermined cost as identified on the bid form.
- 3) Install a 1/2" primed recovery board utilizing an approved insulation adhesive required for proper wind loading.
- 4) Install a StressPly HPR system over the insulation system consisting of multiple plies set in an asphalt bitumen.
- 5) Flashings are to consist of a two-ply, HPR Modified system to create a monolithic, redundant system per manufacturers details.
- 6) All metal flashings at copings are to be replaced per the manufacturer's recommended details with new pre-finished sheet metal.
- 7) Apply a flood coat and gravel system to properly protect the roof membrane system from future impacts on the roof.
- 8) Manufacturer's representative is to make site visits no less than three times a week during the construction to ensure the system is being installed correctly.
- 9) Manufacturer to issue 30 year warranty

As I had mentioned, once the appropriate budget is approved I will prepare the necessary bid documents including specifications, details, bid sheets, etc for local contractors to bid the project competitively. Once the project begins, I would inspect the project daily to ensure compliance with the bid documents.

ROOF REPLACEMENT BUDGET.....\$80,000 - \$90,000

Should you have any questions, please do not hesitate to contact me. I look forward to the possibility of working with you on this project.

Respectfully,

Matt Verhey
The Garland Company

one
roof
section
#1?

CONDITION PHOTOS



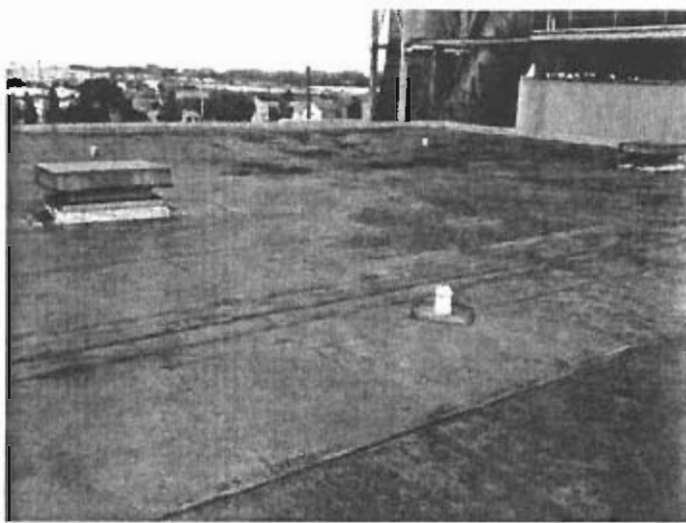
Core Sample of existing roof components. There are two roofs present, the latter is a Polyvinyl-Chloride (PVC) roof which is severely deteriorated under the conditions of the coal dust.



Impact punctures on the roof are prevalent throughout the membrane. The punctures are a result of the membrane deteriorating and becoming brittle.



The amount of coal dust present on the PVC has essentially "eaten" the membrane. The membrane has lost the majority of its waterproofing capabilities. This condition is typical on the other roofs in the facility previously inspected.



The roof itself has a good slope created by the structural concrete deck. There are no issues with ponding water.



The dark areas are the impact punctures. This picture was taken less than 24 hours after a rain event. The darkness is a result of moisture seeping out of the holes!



Moisture around the impact punctures.



Close-up of a typical impact puncture.
Note the amount of water absorbed.



Adjacent roofs with similar amount of coal
dust eating at membrane.



Adjacent roofs with similar amount of coal
dust eating at membrane.

ROOF SECTIONS 1-6 & 9-11: Single-Ply PVC Membranes**CONDITIONS**

There have been several leaks reported within the facility, some of which have not been repaired after several attempts. The roof is a Durolast, single-ply Polyvinylchloride (PVC) roof. The roof consists of a structurally sloped concrete deck, a vapor barrier, 1" of perlite insulation, and a 3-ply BUR asphalt based roof. The PVC roof was installed over the original roof with 1" of EPS insulation beneath it. Because there are two roof systems on the majority of the sections, tracking leaks is extremely difficult, time consuming, and expensive.

While the drainage is good as there is no evidence of ponding water, the PVC membrane is failing. Typically the single-ply roofs have a life expectancy of approximately 15 years under proper conditions. Directly adjacent to a coal processing facility, the roof systems within the facility are severely deteriorated. The amount of coal dust on the roof essentially eats away at the membrane, exposing the scrim within the membrane. This degradation allows moisture into the roof system. Additionally, the membrane becomes brittle, subject to punctures when the temperatures drop below freezing.

There are several problems with the installation details of the existing roof as well. Many of the termination details are improperly and poorly flashed, leaving large, open areas within the membrane subject to moisture exposure. In short, the roof is a poor design for this particular application.

RECOMMENDATIONS

As can be seen on the roof, the membrane is severely degraded and is no longer a viable option for long-term repairs or restorations. Because the roof is no longer functioning as a waterproof system, the only long-term solution is to replace it. Rather than a single-ply which is susceptible to punctures, seam failures, and severe degradation under the coal conditions, an HPR, multiple-ply asphalt based roof system is recommended. This system creates a redundancy in the roof itself which not only provides additional protection against the elements, but it will have a surfacing that will withstand any impact from coal and coal dust accumulation. Ultimately it will provide a longer, more durable weather-tight barrier than the single-ply. The proposed roof system will perform for 30+ years with minimal maintenance.

As opposed to a single-ply system which has a typical thickness of 45 to 60 mils and consists of one layer of waterproofing membrane, an HPR Modified system will provide several layers of waterproofing, yielding over 300 mils of protection.

Replacement Scope of Work:

- 1) Remove existing roof system including perimeter copings down to concrete deck.
- 2) Inspect the concrete deck for any deficiencies and repair if necessary at the predetermined sf cost as identified on the bid form.
- 3) Install a ½" primed recovery board utilizing an approved insulation adhesive required for proper wind loading.
- 4) Install a StressPly HPR system over the insulation system consisting of multiple plies set in an asphalt bitumen.
- 5) Flashings are to consist of a two-ply, HPR Modified system to create a monolithic, redundant system per manufacturers details.
- 6) All metal flashings at copings are to be replaced per the manufacturer's recommended details with new pre-finished sheet metal.
- 7) Apply a flood coat and gravel system to properly protect the roof membrane system from future impacts and coal dust accumulation on the roof.
- 8) Manufacturer's representative is to make site visits no less than three times a week during the construction to ensure the system is being installed correctly.
- 9) Manufacturer to issue 30 year warranty

ROOF SECTIONS 7-8 & Garage: Coal-Tar Pitch BUR

CONDITIONS

The remaining roof systems on the smaller sections as well as the garage have never been replaced. Therefore, the systems appear to be approximately 30+ years old. The BUR system incorporates a redundancy in the waterproofing layers that holds up extremely well under the existing conditions.

The roof sections are however showing their age at this point. Much of the flood coat and gravel in the field of the roof has weathered, creating "blueberries" throughout the roof system. The blueberries are the bitumen (coal-tar pitch) seeping up through the aggregate on the roof as the roof ages. Once the blueberries are evident on the majority of the roof, the system has lost a considerable amount of its water-tight capabilities.

While the drainage appears to be sufficient in most areas, the perimeter flashings are failing. There are holes evident in many of the areas where the flashings have simply deteriorated. These areas are allowing moisture into the system. Fortunately, with concrete deck prevalent throughout the facility, leaks are minimized as the concrete has the ability to absorb a substantial amount of moisture before it becomes saturated to the point of actually leaking inside of the building.

RECOMMENDATIONS

Although the roof system has performed well over the past 30 years, the condition of the flashings as well as the field of the roof dictates that the roofs must be replaced. Unfortunately the roof is deteriorated beyond the point of a restoration and it is therefore no longer an option.

Because the existing roof has performed well for 30 years, a similar system is recommended. An HPR, multiple-ply asphalt based roof system is recommended. This system creates a redundancy in the roof itself which not only provides additional protection against the elements, but it will have a surfacing that will withstand any impact from coal and coal dust accumulation. Ultimately it will provide a longer, more durable weather-tight barrier than the single-ply. The proposed roof system will also perform for 30+ years with minimal maintenance, just as the existing roofs have.

Replacement Scope of Work:

- 1) Remove existing roof system including perimeter copings down to concrete deck.
- 2) Inspect the concrete deck for any deficiencies and repair if necessary at the predetermined sf cost as identified on the bid form.
- 3) Install a ½" primed recovery board utilizing an approved insulation adhesive required for proper wind loading.
- 4) Install a StressPly HPR system over the insulation system consisting of multiple plies set in an asphalt bitumen.
- 5) Flashings are to consist of a two-ply, HPR Modified system to create a monolithic, redundant system per manufacturers details.
- 6) All metal flashings at copings are to be replaced per the manufacturer's recommended details with new pre-finished sheet metal.
- 7) Apply a flood coat and gravel system to properly protect the roof membrane system from future impacts and coal dust accumulation on the roof.
- 8) Manufacturer's representative is to make site visits no less than three times a week during the construction to ensure the system is being installed correctly.
- 9) Manufacturer to issue 30 year warranty

As I had mentioned, once the appropriate budget is approved I will prepare the necessary bid documents including specifications, details, bid sheets, etc for local contractors to bid the project competitively. Once the project begins, I would inspect the project daily to ensure compliance with the bid documents.

COST BUDGET ANALYSIS

The following costs are not bids. Bids can be obtained from qualified contractors who bid the plans and specifications once we draw them. These costs are based on the current costs of labor, equipment and insurance assuming qualified contractors are using quality materials.

<u>SECTION</u>	<u>YEAR</u>	<u>BUDGET*</u>
1	2012	\$80,000 - \$90,000
2-6	2013	\$135,000 - \$145,000
9-11	2014	\$85,000 - \$95,000
7-8 & Garage	2015	\$90,000 - \$100,000

*Budget forecast assumes approximately 5% material and labor increases over next several years.

Should you have any questions, please do not hesitate to contact me. I look forward to the possibility of working with you on your project.

Respectfully,

Matt Verhey
Territory Manager
The Garland Company

CONDITION PHOTOS

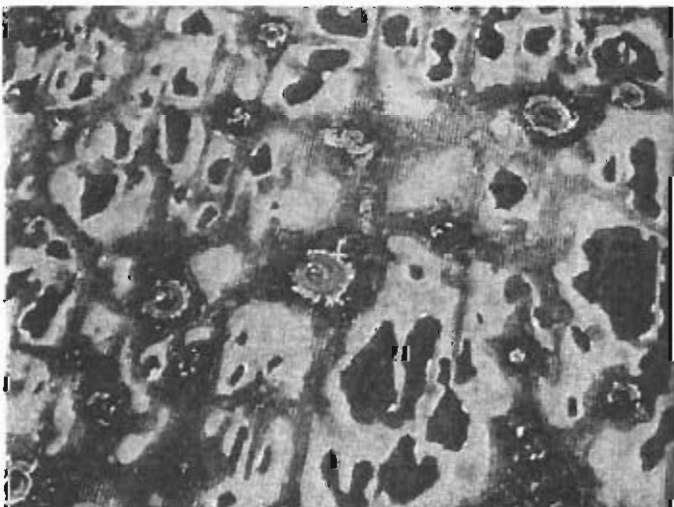
Sections 1-6 and 9-11: PVC Single-Ply Roofs



Extent of impact punctures and holes in Single-Ply membrane.



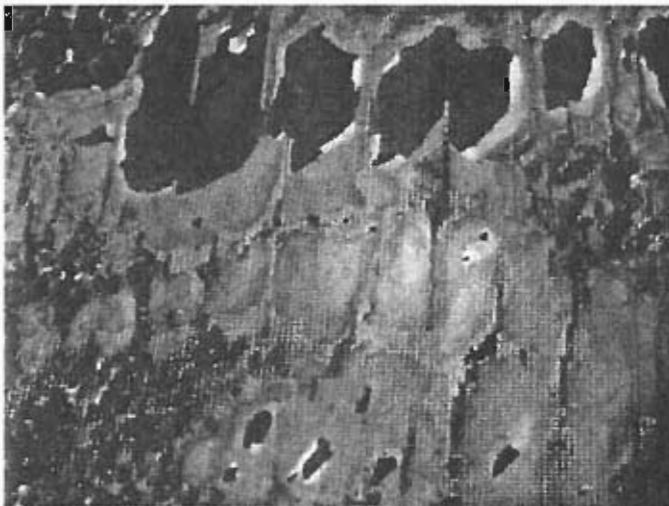
Membrane degradation caused by Coal Dust eats membrane and makes the membrane brittle and susceptible to punctures.



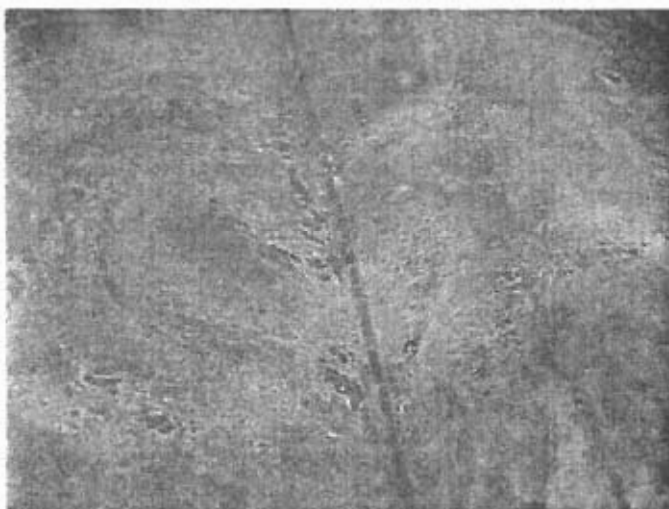
Membrane is severely deteriorated by coal dust and punctures throughout are prevalent.



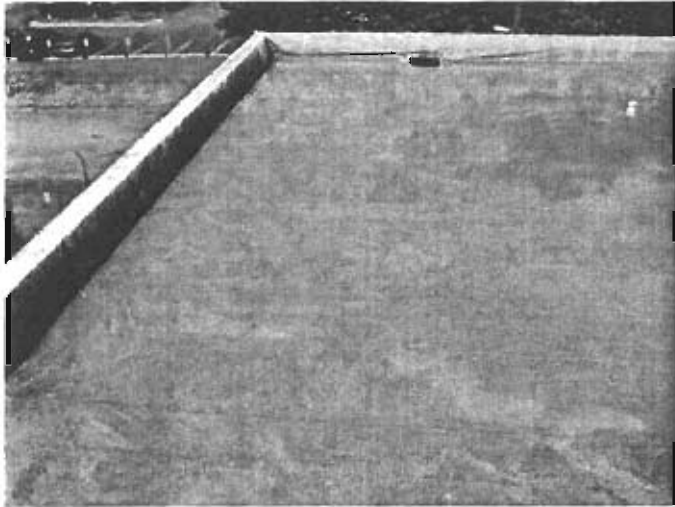
Extent of membrane deterioration is significant.



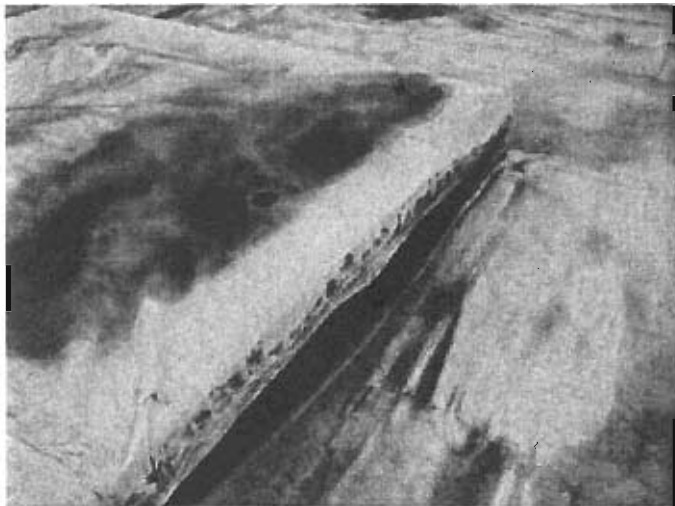
Reinforcing scrim within membrane is exposed, causing the membrane to become brittle in cold temperatures when the scrim is wet.



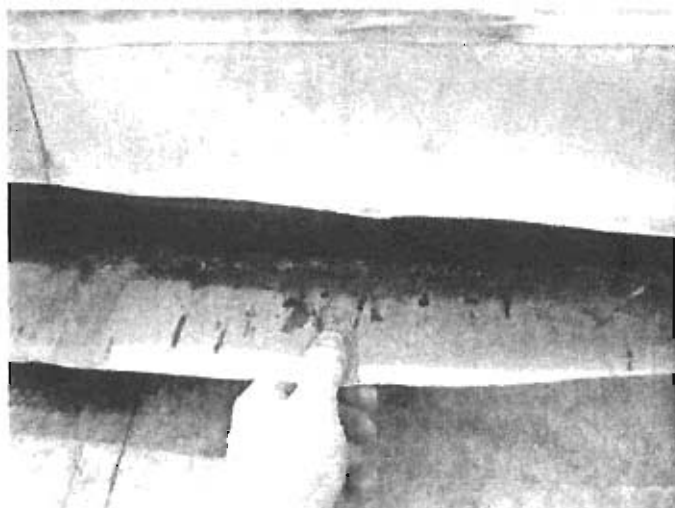
Membrane deterioration



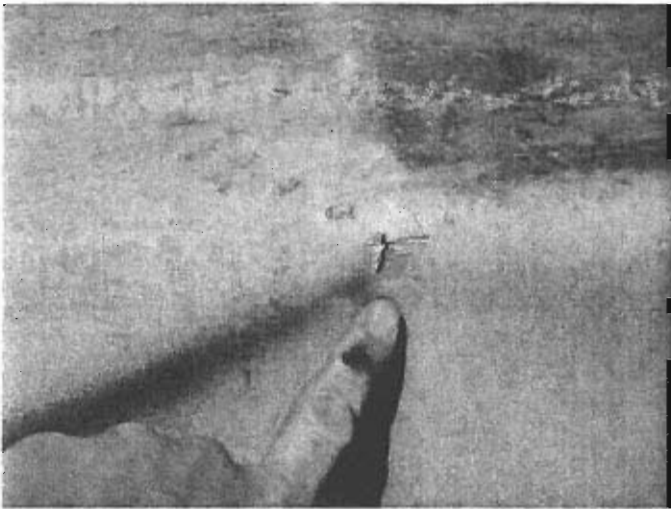
Note the scuppers and parapets are loosely wrapped with the membrane. Poor installation practices and limited details cause this condition.



Poor installation and lack of proper termination result in a massive roof opening.



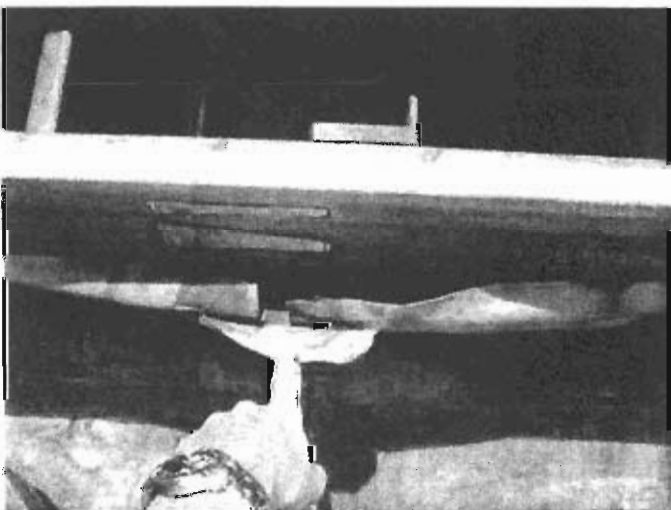
Rain and snow have no problem entering the facility.



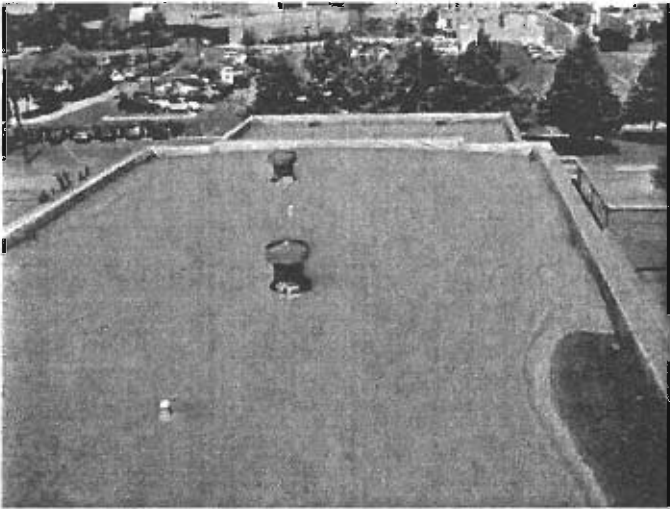
The parapets are wrapped in the single-
ply, creating stress at the sharp angles.
Holes and cracks are prevalent
throughout the buildings.



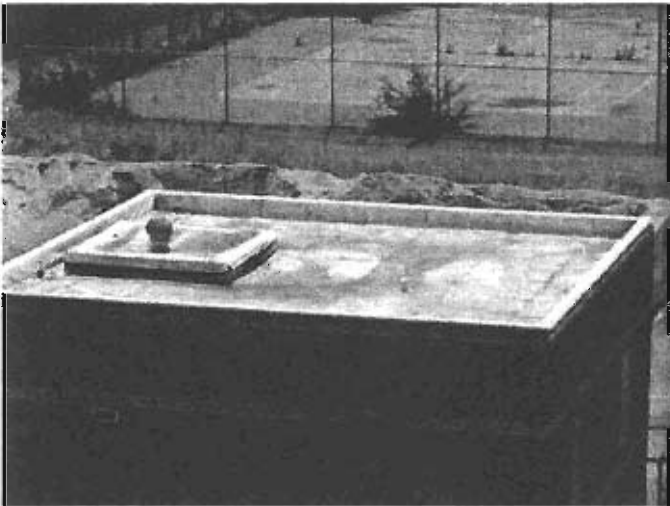
Some ponding is occurring.



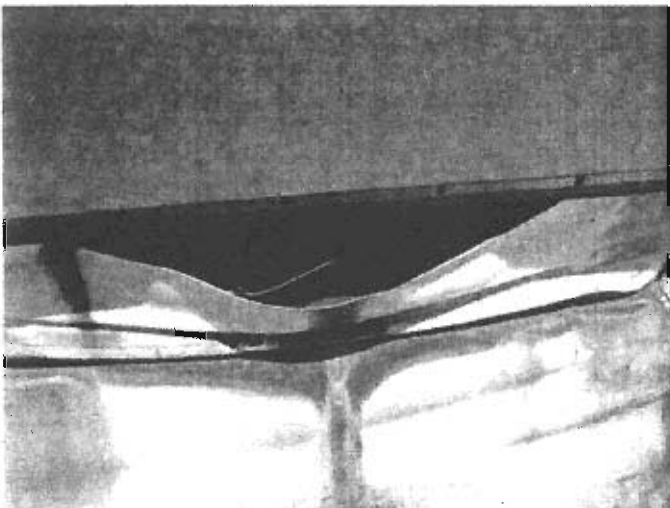
Another open hole at a termination detail.
The membrane was not fastened
properly during installation.



Significant amounts of coal dust eat the single-ply membrane under these conditions.

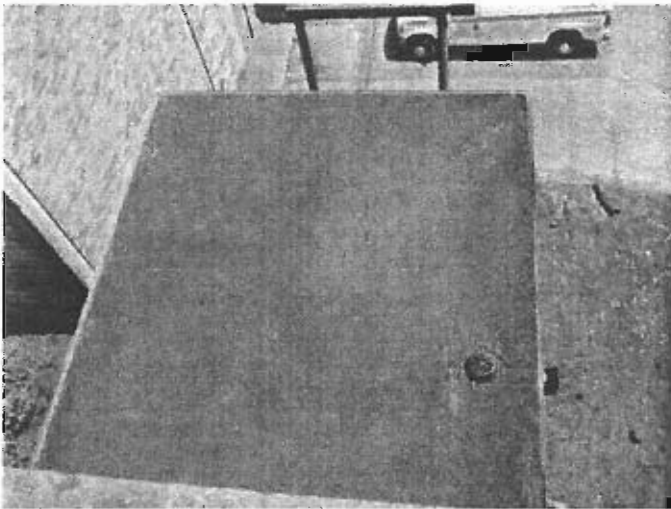


Open area around equipment removal hatch.



Open area at termination detail.

Sections 7-8 & Garage: BUR Roofs



Section 8 BUR roof is over 30 years old.



Flashings are severely deteriorated and open in many areas.



Open area at flashing transition.



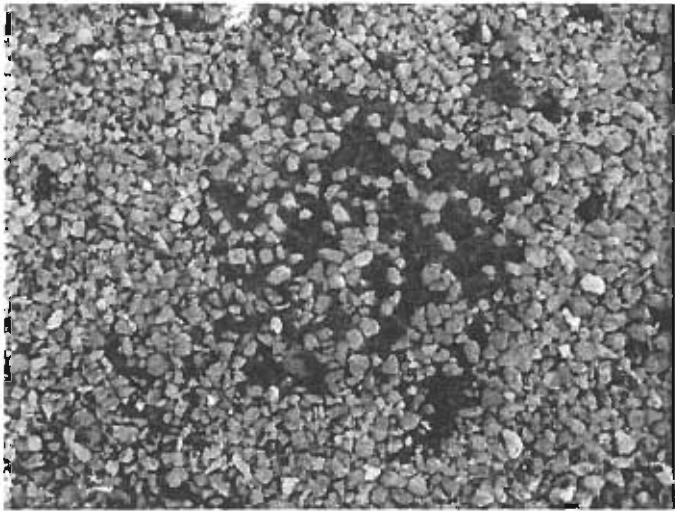
Bare felts in field of roof.



Garage section



The coal-tar pitch flood coat has lost much of its waterproofing capabilities at this point.



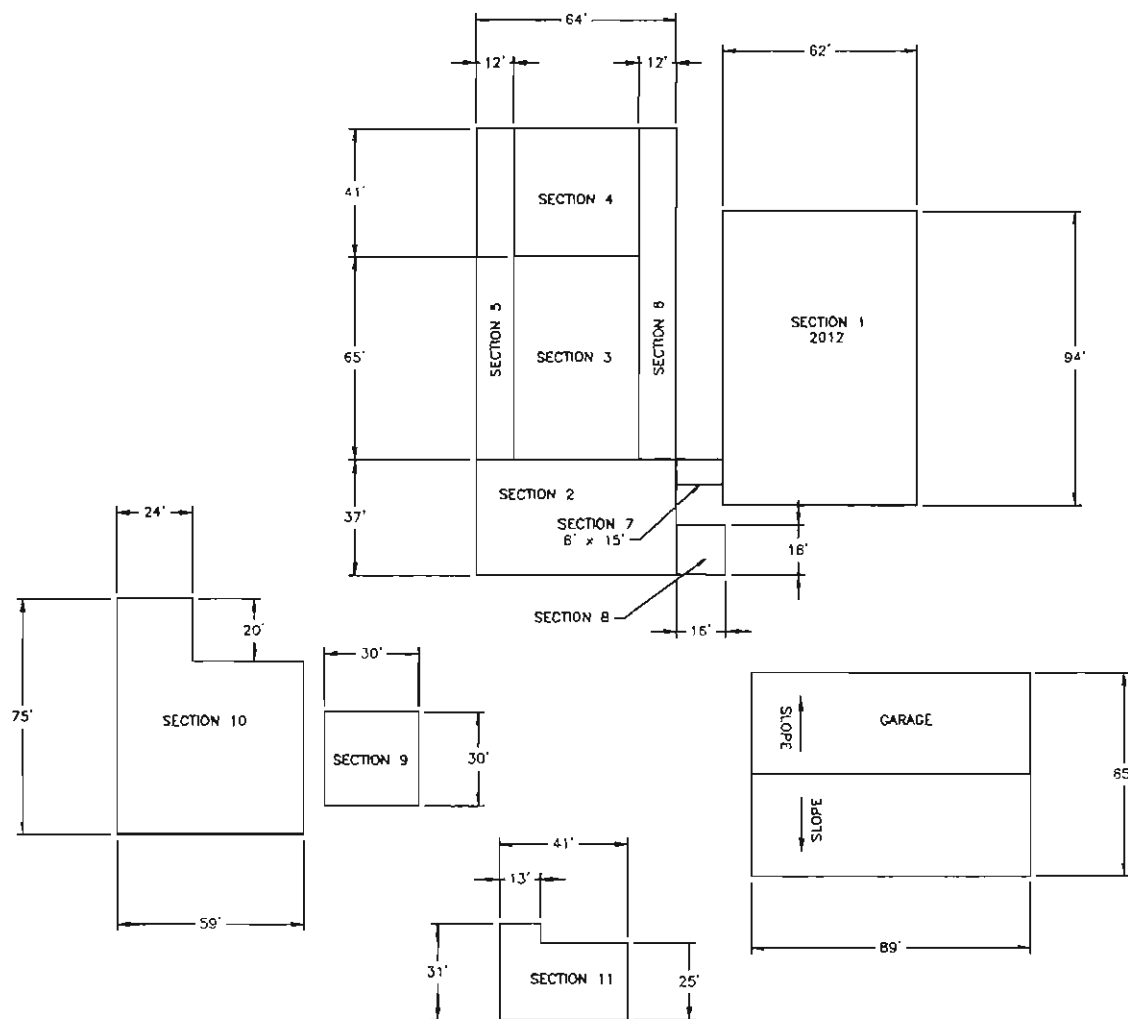
The flood coat has "seeped up", and is exposed to the uv rays.



Perimeter conditions are deteriorated, allowing moisture into the roof section.



The bitumen is seeping up through the flood coat.



SECTION PROPERTIES

SECTION 1: 5,828 SF
 SECTION 2: 2,358 SF
 SECTION 3: 2,500 SF
 SECTION 4: 1,640 SF
 SECTION 5: 1,272 SF
 SECTION 6: 1,272 SF
 SECTION 7: 90 SF
 SECTION 8: 256 SF
 SECTION 9: 900 SF
 SECTION 10: 3,725 SF
 SECTION 11: 1,103 SF
 GARAGE: 5,785 SF

SECTIONS 1-6 & 9-11: SINGLE PLY PVC
 (DURIOLAST)
 SECTIONS 7-8 & GARAGE: COAL-TAR PITCH BUR

THE GARLAND COMPANY INC.
 3800 EAST 91st STREET - CHICAGO, ILL 60617-1147
 PHONE (800) 521-5257 / FAX (773) 961-5857

WYANDOTTE MUNICIPAL WATER
 WYANDOTTE, MI

NO.	DATE	BY	CHK	APP
1	2-13-12	WYANDOTTE WATERWORKS	WYANDOTTE WATERWORKS	WYANDOTTE WATERWORKS

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

ANDREW A. SWIECKI
CITY TREASURER

August 9, 2012

The Honorable Joseph R. Peterson
and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Attached is information related to the government banking services of Flagstar Bank. The undersigned recommends approval to add Flagstar Bank to the list of depositories for the City of Wyandotte. With interest rates near record lows, this addition will provide us with another opportunity to maximize our interest earning potential.

If you should have any questions, comments or concerns, please do not hesitate to contact me.

Sincerely,

Robert J. Szczechowski
Deputy Treasurer/Assistant Finance Director

Attachments

RESOLUTION

RESOLVED BY CITY COUNCIL that Council concurs with the recommendation of the Deputy Treasurer/Assistant Finance Director as set forth in his August 9, 2012 communication to add Flagstar Bank as an additional depository for the City of Wyandotte.



» WHY FLAGSTAR



Flagstar Bancorp, (NYSE: FBC), is the holding company for Flagstar Bank, a federally chartered savings bank that opened in 1987. Flagstar is the largest publicly held savings bank headquartered in the Midwest and ranks among the top 15 largest savings banks in the country. With nearly \$13.6 billion in assets, we are the largest financial institution headquartered in the state, where we serve customers through 113 branches. Nationwide, we employ approximately 3,300 associates.

Our experience with public entities is extensive. We are specialists in dealing with state and county governments, municipalities, public authorities, school districts, universities, and community colleges. We couple that expertise with products specifically designed for public funds management. We also offer a full complement of treasury management services to ensure our clients have the tools they need to manage their portfolios effectively.

REFLECTING CHANGE

So what differentiates Flagstar Bank? To a large degree, it's what set us apart from the very beginning. Our focus is and always will be service; we built our reputation on it.

We understand our clients have numerous bank partners to choose from, which is why we provide relationship managers with the resources, experience, and availability to guide you through business cycles and market factors that affect your bottom line.

Government Banking Services Offered:

- Government Checking and Savings Accounts
- Certificates of Deposit
- CDARS
- Treasury Management Service
- Business Charge Card
- Merchant Services
- Payroll Services
- Flagstar@Work
- Investment Sweep*

*Not a deposit. Not FDIC Insured
No bank guarantee. May lose value.

Flagstar Bank
Government Banking Group
Corporate Headquarters
5151 Corporate Drive
Troy, MI 48098
(888) 254-5417
flagstar.com/governmentbanking



» GOVERNMENT BANKING CLIENTS

A

Alaiedon Township
Algonac Community Schools*
Allegan County Treasurer
City of Alma*
Alma Housing Commission*
Alpena-Montmorency-Alcona
Educational Service District*
Alpena County Treasurer
Amboy Township*
Ann Arbor Charter Township*
Ann Arbor Public Schools
Antrim County Treasurer
Armada Township
Athena Area Schools

B

Baker College
Bangor Charter Township
Barton Hills Village
Bay-Arenac Behavioral Health
Authority*
City of Bay City*
Bay County Treasurer*
Benton Township
Benzie County Treasurer
City of Berkley*
Berlin Charter Township
Village of Beverly Hills
Village of Bingham Farms
Birch Run Township
Village of Birch Run
City of Birmingham
Birmingham Public Schools*
Blackman Charter Township
Blackman Charter Township – LDFA
City of Bloomfield Hills
Bloomfield Township*
Bloomfield Township Public Library
Branch Area Transit Authority
Branch County Treasurer
Branch-Hillsdale-St. Joseph
Community Health Agency
Brighton Area Fire Authority*
Brighton Charter Township
City of Brighton
City of Bronson
Brownstown Charter Township
Village of Burr Oak
Byron Township

C

City of Cadillac
Caledonia Charter Township
Calhoun County EDC
Calhoun County Treasurer*
Village of Camden
Canton Charter Township
Capital Region Airport Authority

Village of Carleton
Carrollton Township
Cascade Charter Township
Cass County Treasurer
Cass County Road Commission
City of Charlevoix
City of Chelsea*
Chelsea School District*
Cherry Valley Township
Chesterfield Charter Township
Chocolay Charter Township
Clare County Treasurer*
Clinton County Treasurer*
Clinton County Road Commission*
Clinton Charter Township
Clinton Charter Township DDA
Clinton Charter Township
Housing Commission
Clintondale Community Schools*
Clinton-Macomb Public Library*
Clio Area Fire Authority
Clyde Township
Cohoctah Township
City of Coldwater
Coldwater Township
Columbia Township
Commerce Charter Township*
Cottrellville Township
Crawford County Treasurer

D

City of Dearborn*
Dearborn Housing Commission*
City of Dearborn Heights
Delhi Charter Township
City of DeWitt
Dexter Community Schools
Dexter District Library
Dexter Township

E

Eagle Township
East China School District*
East China Township
City of East Lansing
City of Eastpointe*
East Lansing Public Schools*
City of East Tawas*
City of Eaton Rapids
Eaton Rapids Township
Emmet County Treasurer*
Erie Township*
City of Essexville

F

City of Farmington
City of Farmington Hills*
Fayette Township
City of Flint
Flowerfield Township

Forest Hills Public Schools*
41-B District Court
45-A District Court - Berkley
Frankenlust Township
City of Fraser
Fraser Public Schools
City of Fremont
Frenchtown Charter Township*
Frenchtown Charter Township
Resort Dist Authority*

G

Gaines Charter Township
City of Garden City
Genesee County Treasurer*
Genesee County Road Commission*
Genoa Township*
City of Gibraltar*
Gladwin County Treasurer*
Gogebic County Treasurer*
Goodrich Area Schools*
Village of Goodrich
Grand Blanc Charter Township
City of Grand Blanc*
Grand Blanc Fire Commission*
Grand Blanc Parks & Recreation
Grand Haven Area Public Schools
Grand Haven Charter Township
City of Grand Haven
Grand Haven-Spring Lake
Sewer Authority
City of Grand Ledge*
Grand Ledge Area District Library
Grand Rapids Community College*
Grand Traverse County Treasurer*
City of Grandville
Gratiot County Treasurer
Green Charter Township
Green Oak Township
Grosse Ile Township
City of Grosse Pointe Farms
Grosse Pointe Clinton Refuse Disposal
Authority
Groveland Township*

H

Hadley Township
Hamburg Township*
Hanover Township
City of Harper Woods
Hartland Township*
Hastings Charter Township
City of Hastings
Herrick District Library*
Highland Charter Township*
Highland Township Library
City of Hillsdale
Hillsdale County ISD*
Hillsdale County Treasurer
Hillsdale Housing Commission

Hillsdale Community Schools
Hillsdale Township
City of Holland*
Village of Holly
City of Howell
Howell Public Schools
City of Hudsonville
City of Huntington Woods
Huron Charter Township*
Huron Clinton Metropolitan Authority
Huron County Treasurer*
Huron Valley Schools*

I

Ida Township
City of Imlay City*
City of Ionia
Independence Charter Township*
Ingham County Road Commission
Ingham County Treasurer*
Isabella County Treasurer*

J

City of Jackson
City of Jackson DDA
Jackson Community College*
Jackson County Treasurer
Jackson County ISD
Jackson Transportation Authority*
James Township
Jamestown Charter Township
Jefferson Township
Johnstown Township
Jonesville District Library
Village of Jonesville

K

Kalamazoo Community Mental Health*
Kalamazoo County Treasurer
Kalamazoo Public Library*
Kalamazoo Public Schools
Kalamazoo RESA*
Kalamazoo Charter Township
Kalama Township
Kent County Treasurer*
City of Kentwood
Kochville Township

L

Lakeland Library Cooperative*
Lake Orion Community Schools*
Lake Shore Public Schools*
Lakeview Public Schools
City of Lake Angelus
Village of Lake Orion
Lamphere Public Schools*
City of Lansing*

Lansing School District
City of Lapeer
Lapeer Township
LaSalle Township
City of Lathrup Village
Lenawee County Treasurer*
Lenox Township Library
Leoni Regional Utility Authority
Leoni Township
Liberty Township
Lima Township
Lincoln Park Public Schools*
Lincoln Township Public Library
City of Litchfield
City of Litchfield TIFA
Livingston ESA
City of Livonia*
Loch Alpine Sanitary Authority
Lockport Township
Lodi Township
Loutit District Library
Lowell Charter Township
Lyndon Township
Lyon Charter Township

M

Macatawa Area Express Transportation Authority
Macomb ISD*
Macomb Township*
City of Madison Heights
Manistee County Road Commission
Manistee County Treasurer
Manlius Township
Marion Township
Markey Township
City of Marshall*
Marshall Public Schools*
Mason Consolidated Schools
Mason County Treasurer
Meridian Charter Township*
MHOG Water Authority*
State of Michigan – Treasurer
Michigan Strategic Fund
Midland County Treasurer*
Mid-South Substance Abuse Commission
Milan Township
Milford Charter Township*
Milford Township Public Library*
Village of Milford*
Monroe Charter Township*
City of Monroe
Monroe County Community College
Monroe County Treasurer*
Montrose Community Schools*
Mottville Township
City of Mount Clemens
Mount Clemens Community Schools

City of Mount Pleasant
City of Muskegon*
Muskegon City Public Schools*
Muskegon Community College*
N
Napoleon Community Schools
Napoleon Township
City of New Baltimore*
North Adams Community Memorial Library
Village of North Adams
City of Novi*

O

Oakland County Treasurer*
Oakland County Road Commission
Oakland Charter Township*
Oakland Schools*
Oceana County Treasurer
Ogemaw Township
Orion Charter Township
Orion Township Public Library
Oronoko Charter Township
Oshtemo Township
Ottawa County Central Dispatch Authority
Ottawa County Road Commission
Ottawa County Treasurer
Village of Ovid
Oxford Area Community Schools*
Oxford Township

P

Paint Creek Trailways Commission
Park Township (Ottawa County)
Village of Parma LDFA*
Village of Paw Paw Housing Commission
Pinckney Community Schools*
Village of Pinckney*
Pittsford Sanitation Sewer System
Plainfield Charter Township
City of Plainwell
Plymouth District Library
Plymouth Charter Township
Plymouth Charter Township DDA
City of Pontiac
Portage Public Schools*
Pulaski Township

Q/R

City of Reading
Redford Charter Township*
Richfield Township
City of Richmond
Rochester Avon Recreation Authority
City of Rochester
Rochester Community Schools
Rochester Hills

Older Person Commission
City of Rochester Hills*
City of Romulus*
City of Romulus – TIFA*
Roscommon County Treasurer
City of Royal Oak*

S

Saginaw Charter Township
Saginaw County 911 Authority*
Saginaw County Treasurer*
Public Libraries of Saginaw
Village of St. Charles
City of St. Clair
St. Clair County Treasurer*
City of Saline*
Sanilac County Treasurer*
Schoolcraft College*
Scio Township
Scipio Township
Sebewaing Light/Water Department*
Sharon Township
Sodus Township
Somerset Township
Southeastern Oakland County
Resource Recovery Authority*
Southeastern Oakland County
Water Authority*
City of South Haven
South Lake Schools*
City of Southfield*

Southfield Township
Spring Lake District Library*
Spring Lake Township
State Bar of Michigan*
Sturgis District Library
Sturgis Township
Suburban Library Cooperative
Summit Township*
City of Swartz Creek*
City of Sylvan Lake*

T

Tekonsha Township
Texas Charter Township
City of Traverse City
City of Trenton*
Trenton Public Schools
City of Troy*
Tuscola County Treasurer
Tyrone Township

U/V

Unadilla Township
Utica Community Schools
Van Buren Charter Township
Van Dyke Public Schools
Vicksburg District Library

W

City of Walker
Walled Lake Consolidated Schools

City of Warren - VEBA Trust
Warren Consolidated Schools*
Warren Woods Public Schools
Washington Township
Washtenaw Community College*
Washtenaw County Treasurer*
Waterford Charter Township*
Watertown Charter Township
Wayland Union Schools*
City of Wayne
Wayne County Airport Authority*
Wayne County Treasurer
West Bloomfield Charter Township*
West Michigan Airport Authority
West Michigan CMH Systems*
West Shore Community College
City of Westland
Wheatland Township
Whiteford Agricultural Schools
White Lake Charter Township*
White Lake Township Library
White Pigeon Township
White Pigeon Township Library
Williams Charter Township
Williamstown Township
Woodbridge Township
City of Woodhaven*
Woodstock Township

X/Y/Z

*Participating in CDARS

Flagstar Bank

Government Banking
Corporate Headquarters
5151 Corporate Dr.
Troy, MI 48098
(888) 254-5417

flagstar.com/governmentbanking

OFFICIALS

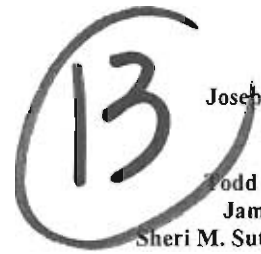
William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



TODD A. DRYSDALE, C.P.A.
CITY ADMINISTRATOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

August 9, 2012

The Honorable Joseph R. Peterson, Mayor
and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Attached for your review and approval are necessary 2012 Fiscal Year budget amendments required to meet General Fund and Special Revenue Fund obligations. The attached budget amendments also keep the City in compliance with Public Act 621 of 1978.

The amendments are also part of the commitment in the Mission Statement of the City of Wyandotte's Strategic Plan 2010-2015 that states we will comply with all the requirements of our laws and regulations.

The undersigned recommends that the City Council approve the budget amendments as outlined on Attachment A of this communication. If you should have any questions, comments or concerns, please do not hesitate to contact me.

Sincerely,

Robert J. Szczechowski
Deputy Treasurer/Assistant Finance Director

RJS:cjm

RESOLUTION

RESOLVED BY CITY COUNCIL that Council hereby concurs in the recommendations of the Deputy Treasurer/Assistant Finance Director and approves the necessary 2012 Fiscal Year Budget amendments as outlined in this communication dated August 9, 2012.

City of Wyandotte
Attachment A
Budget Amendments
August 8, 2012

2012 Fiscal Year

Fund	Account	Account Description	Current Budget Amount	Amended Budget Amount	Amendment/ Change
General Fund	101-840-825-490	Contractual Services	\$8,043.00	\$11,243.00	\$3,200.00
Total Increase/(Decrease) in Expenses/(Revenues)					<u>\$3,200.00</u>
Increase line item for the purchase and mailing of new voter id cards for the citizens affected by the State-wide redistricting (attachment).					
General Fund	101-000-655-010	Interest Earnings	\$150,000.00	\$40,000.00	(\$110,000.00)
	101-000-650-010	Misc Fees-District Court Fines	\$1,100,000.00	\$940,000.00	(\$160,000.00)
	101-000-600-010	State Revenue - EVIP	\$367,000.00	\$724,000.00	\$357,000.00
Total Increase/(Decrease) in Expenses/(Revenues)					<u>\$87,000.00</u>
Adjust miscellaneous revenue line-items to reflect actual YTD history.					
General Fund	101-336-725-120	Overtime (Fire Department)	\$100,000.00	\$125,000.00	\$25,000.00
Total Increase/(Decrease) in Expenses/(Revenues)					<u>\$25,000.00</u>
Increase overtime in the Fire Department. See attached explanations.					

City of Wyandotte
Attachment A
Budget Amendments
August 8, 2012

2012 Fiscal Year

Fund	Account	Account Description	Current Budget Amount	Amended Budget Amount	Amendment/ Change
General Fund	492-200-850-519	Land Purchases	\$1,086,900.00	\$1,068,150.00	(\$18,750.00)
	492-200-926-619	Interest - Trinity Note	\$0.00	\$18,750.00	\$18,750.00
Total Increase/(Decrease) in Expenses/(Revenues)					<u>\$0.00</u>

Reclassify expense to proper line-item.

General Fund	101-448-750-270	Building Maintenance	\$75,000.00	\$100,000.00	\$25,000.00
	101-448-725-120	Overtime-DPS	\$80,000.00	\$55,000.00	(\$25,000.00)
Total Increase/(Decrease) in Expenses/(Revenues)					<u>\$0.00</u>

Increase building maintenance due to unanticipated expenditures (attachment).

Todd Drysdale

From: Todd Drysdale [tdrysdale@wyan.org]
Sent: Friday, June 29, 2012 4:02 PM
To: 'council@wyan.org'
Subject: Fire Department Overtime

This correspondence is to inform you that the Fire Department will exceed their overtime budget this year. As you are aware, the overtime budget was reduced from an average of \$225k in the early 2000's (with 2005 being \$300k) to between \$80k and \$125k since 2007. The Fire Department did not exceed their budgetary allotment in any of these years.

During the current year, a few issues have contributed to the fact that the overtime budget (\$100k) will be exceeded. The reduction in staffing (from 28 to 24) contributed to the overtime as the collective bargaining agreement regarding the use of vacation time wasn't changed until approximately half way through the fiscal year. This should not be a contributing problem in the future due to the changes made in the collective bargaining agreement. In addition, a long term injury within the department has necessitated overtime in order to keep adequate staffing on that employee's shift. Finally, the fire at LTB's cost the department over \$4,100 in overtime costs.

I will be preparing a budget amendment to present to you for approximately \$30-35K in the near future. This correspondence is simply to notify you in advance of this circumstance.

Todd A. Drysdale, CPA
City Administrator
City of Wyandotte
3131 Biddle Avenue
Wyandotte, MI 48192
734.324.4566

Todd Drysdale

From: wfdchief Carley [wfdchief@wyan.org]
Sent: Thursday, June 28, 2012 1:38 PM
To: Todd Drysdale
Subject: 2012 O.T. Budget

Todd

As you know I have requested additional dollars for the 2012 Fire Department O.T. Budget. In that letter I sited 2 areas that the 2012 O.T. budget did not account for

1. Total Department Staffing of 24 members and work rules that reflected staffing for 28 members
2. Long Term Injury of a member.

As of today 6/28/2012, the fire departments O.T. budget has a current balance of 7,833.94.
This situation has exaserbated itself due to the unanticipated O.T. expenditure of \$4,146.83 for the LTB's fire.

Please let me know as soon as possible in regards to this matter and any addition step I may need to take to resolve this issue

Thanks

--

Jeffery Carley

Fire Chief
City of Wyandotte
266 Maple
Wyandotte, Mi 48192
734.324.7252

OFFICIALS

WILLIAM R. GRIGGS
CITY CLERK

ANDREW A. SWIECKI
CITY TREASURER

COLLEEN A. KEEHN
CITY ASSESSOR



MAYOR
JOSEPH R. PETERSON

CITY COUNCIL
TODD M. BROWNING
JAMES R. DESANA
SHERI M. SUTHERBY-FRICKE
DANIEL E. GALESKI
LEONARD T. SABUDA
LAWRENCE S. STEC

The current Fire Department 2012 overtime budget has a current balance of 18376.68, which will not be sufficient to meet the needs of the fire department through the end of the fiscal year.

The 2012 overtime budget of \$100,000 which was established at the end of the summer 2011 did not take in account that in January 2012 the total fire department strength would be reduce by four members from 28 to 24 with the recent retirements.

For the first three (3) months of 2012 (January through March) the fire departments was staffed at 24 members but was working under work rules, rank structure and a collective bargaining agreement for a fire department staffed with 28 members, which caused a significant impact to the established 2012 overtime budget of \$100,000.

During these three months the fire department changed work rules and rank structure which included the elimination of the sergeants and firefighter drivers as separate ranks and restructured into a single sergeant engineer ranks. Also, during these months the CBA was change, from allowing 2 persons on vacation a day to now allowing only one per day. These changes addressed the down sizing of the fire department and most of these changes were implemented by April 1, 2012.

During these first (3) months if the fire department staffing strength would have remained at 28 or if the new work rules, rank structure and CBA would have be in place the fire department would not have experience the significant impact on the overtime budget. These three months impact to the overtime budgets was approximately \$13,000.

As the implementation of the new work rules, rank structure and CBA were going into effect the fire department experienced the next unanticipated impact to the overtime budget. In early April a member was injured while on duty. This effectively reduced the fire department staffing to 23. This member is not expected to return to full duty until the end of June. This has resulted in approximately \$12,000 in unanticipated overtime expense.

Due to the unanticipated reduction in staffing during the first three months of this year and now the long term on duty injury of a member the established 2012 \$100,000 overtime budget will fall short in maintaining the fire department current level of service. I am anticipating being out of overtime dollars by mid July.

Therefore I am requesting a \$25,000 budget amendment to the 2012 fire department overtime budget which will allow the fire department to continue and maintain the current level of service.

Without this budget amendment the fire department current level of service will have to be reduced, which will include reduction in daily staffing, closing of a station and taking one of our two rescues out of service.

It is my belief that the \$25,000 would be able to be found in the overall 2012 fire department budget.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffery Carley". The signature is stylized with a large, looped "J" and a cursive "Carley".

Jeffery Carley, Fire Chief

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Kechn
CITY ASSESSOR



JOSEPH R. PETERSON
MAYOR

COUNCIL

Todd M. Browning
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Leonard T. Sabuda
Lawrence S. Stec

June 14, 2012

Robert J. Szczechowski
Assistant Finance Director/Deputy City Treasurer
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mr. Szczechowski:

The City Clerk's Office is requesting a budget amendment in the amount of \$3200.00 to be available in account # 101-840-825-490 (contractual services) for the mandatory, unexpected expense due to State-wide redistricting in the State of Michigan. (reference attached quotation and News You Can Use" dated April 11, 2012) . We are expecting a check in excess of \$11,000 from the State of Michigan for the costs of the reimbursable February 28, 2012 presidential primary that was administered from this office; however it is not expected until sometime in August which would not aid us financially in making the deadline set by the State of Michigan to mail the cards before the August 7, 2012 primary election. .

Sincerely yours,



Maria Johnson
Deputy City Clerk



12005 Beech Daly Rd.
Taylor, MI 48180
Tel. (734) 946-5111
Tel. (800) 95-12345
Fax (734) 946-1115

Quotation

Friday, June 08, 2012

From: Ronda Townley x223

To: **Maria Johnson**

City of Wyandotte

3131 Biddle Ave.

Wyandotte, MI 48192

Phone: (734) 324-4560

Fax: (734) 324-4568

101-840-825-490

QUANTITY	DESCRIPTION	PRICE
19,000	Stock Voter ID Cards (2-Color)	\$.030 each
	Data processing	(included in imaging)
	Imaging and Mailing	\$.040 each
	Cards and Mailing Total	\$1,330.00
	Non Profit Postage Amount (for most of them)	\$.087 each
	Special Post Office Processing and Delivery	\$120.00
	Postage and P.O. Delivery Total (approximate)	\$1,773.00
	Total (approximate)	\$3,103.00

- Based on our valuable experience of printing 18 million Voter ID Cards, PSI has incorporated a **unique 5 check system** to assure that your voter's data is imaged correctly for each card.
- Printed in 2 colors on the face, 1 color on the back.
- Printed on heavier #125 index paper.
- **Please DO NOT send us a check for the postage amount shown above.** The exact postage amount will be determined after receiving your data files. After you send us your files, you will receive a list of voters that have moved (per the USPS) that will NOT be included in the mailing. This list will include the voter's new addresses, for changes made within the last **48 months**.
- *Payment for postage must be received before cards can be delivered to the post office. Group orders require postage for all municipalities to be received before the cards can be delivered.*
- ***For nonprofit mailings, some cards may be returned to you as undeliverable, which will result in a 45 cents fee for each returned card.***
- Pricing is based on using PSI's postal permit for mailing.
- Additional UPS or courier charges apply if you want the extra cards or completed cards shipped to you.
- A new composition charge of \$15.00 applies to custom orders. Orders with maps or special graphics may incur additional composition charges.

Thank you for the opportunity to submit this quote. Please let us know if you have any questions or if you would like to proceed with an order.

Sincerely,
Ronda Townley

MeritMail

wyandotte-ci@miqvf.org

NEWS YOU CAN USE - April 11, 2012 - Issue 2012-25

From : Admin <admin4@miqvf.org>

Wed, Apr 11, 2012 04:05 PM


Subject : NEWS YOU CAN USE - April 11, 2012 - Issue 2012-25

**“NEWS YOU CAN USE”
April 11, 2012
(Issue 2012-25)**

Sending Voter ID Cards After Redistricting is Completed

As noted in an earlier edition of “News You Can Use,” the Bureau of Elections (BOE) has created a specialized module of the QVF designed for creating the voter ID cards required by redistricting. The module can be accessed by clicking on “Redistricting ID Cards” at the bottom of the “Reports” menu in QVF. Complete instructions on using the module can be found [here](#). BOE has received many questions related to the mailing of voter ID cards. The following information addresses these issues.

By law, the clerk must send a corrected ID card to voters affected by a change in any of the following districts: United States representative, state senate, state representative, or county commissioner district or precinct. (See MCL 168.499.) The legislative and county-based redistricting process resulted in changes to many of these districts throughout the state. The specialized QVF software described above identifies voters who are affected by these changes and allows you to produce ID cards for all voters or only those with a change in their district(s).

The law does not state a specific deadline for clerks to send new ID cards, so there is some flexibility. ~~In all cases, new ID cards must be sent out prior to the August Primary.~~  The following points provide more detailed guidelines. (NOTE: jurisdictions without QVF access will need assistance from their counties).

- BOE staff contacts each jurisdiction before redistricting starts and after redistricting ends. **Do not send ID cards until BOE staff confirms that redistricting is complete in your jurisdiction.** Check our redistricting website (www.michigan.gov/redistricting; click on “Redistricting for Election Administrators”, then “BOE Redistricting Status”) to determine your current status with respect to redistricting.
- When BOE staff completes redistricting for each jurisdiction, cleanup items are sent to each clerk. These include specific voter records that could *not* be redistricted for some reason. For example, voters with Non-Traditional Housing (NTH) addresses fall into this category. **Do not send ID cards until you have**

resolved all identified cleanup issues.

- As part of the redistricting process, BOE has “**unassigned**” polling locations. We do this because many jurisdictions have increased or decreased the number of precincts or shuffled precinct numbers. BOE cannot determine which polling location is appropriate for each precinct. When redistricting is complete, BOE staff sends an email to each jurisdiction reminding the jurisdiction to reassign polling locations, along with a list of the jurisdiction’s polling location assignments prior to redistricting. Instructions for reassigning polling locations in QVF can be found in Chapter 9 of the QVF Desktop Reference Manual under “Precinct and Polling Location Assignments”. **Do not send ID cards until you reassign polling locations in the QVF.** NOTE: When you reassign polling locations, you will be asked to positively affirm that each location is handicap accessible; please carefully review and assess the status of each polling location before checking the “handicap accessible” box.
- BOE staff has made district and precinct changes based on the information provided by each clerk. While we have instituted numerous quality checks, it is each clerk’s responsibility to print and review the new street index and check it for accuracy. **Do not send ID cards until you have verified the accuracy of your street index.**
- Many jurisdictions have a May election. BOE was able to complete redistricting for many of these cities and townships in March. **Jurisdictions that are holding May elections AND have been redistricted must send out new ID cards prior to the May election.**
- A substantial number of jurisdictions were affected *only* by a change in state senate district (i.e., there were no changes in any other district or precinct). The fact that the new senate districts will not be used in an election until August of 2014 has caused some confusion (state senate is not on the ballot in 2012). **Jurisdictions affected only by a state senate district change may send out new ID cards as soon as redistricting is complete, OR they may wait until 2014.** BOE believes it is preferable to send out new ID cards prior to the 2012 election cycle because it is a good opportunity to provide information to voters in a presidential election year and a good opportunity to update the QVF if ID cards are returned as undeliverable and/or with an indication that the voter has moved.
- The voter identification card must be mailed to the voter’s registration address by 1st class mail, Return Service Requested (*nonforwardable mail*). *Exception:* If the voter provides a post office box as an alternative mailing address, the voter identification card must be placed in an envelope which is addressed to the PO Box address. NOTE: The US Postal Service has provided several helpful guidelines and tips with respect to the design and mailing of ID cards. BOE has developed a summary of the key points, which is posted on our website (www.michigan.gov/elections) and can be found [here](#).

- For returned voter ID cards, follow standard procedures for changing QVF status, sending confirmation/cancellation notices, and entering voters into the cancellation countdown. (See [Chapter 2 of the Clerk Accreditation Manual](#), under "Returned Voter Identification Cards".) If returned mail includes information that provides "reliable information that the person has moved" (e.g., *moved – no forwarding address*), send the appropriate confirmation/cancellation notice. A detailed flowchart summarizing these processes is also available [here](#).

Other Questions and Key Issues:

BOE has been asked whether it is permissible to send ID cards to voters along with a letter from the clerk explaining why they are receiving a new ID card. BOE does not feel it is necessary to include a separate letter of this type, but rather suggests a brief message on the postcard (tear-away) portion of the mailed card that alerts the voter that the new ID card is being sent due to redistricting. Several jurisdictions are also publishing newsletters and local notices to alert voters to these mailings.

BOE has been asked if clerks should wait to send new ID cards until any and all pending litigation regarding the redistricting process is resolved. While redistricting challenges are always possible, there is no reason to hold off on sending out new ID cards.

BOE has been asked if mass ID cards can be printed on QVF printers. BOE believes it is advisable to use commercial print vendors to print large numbers of ID cards. You may certainly use QVF printers, but laser printers are not designed to print ID cards in mass quantities.

BOE has been asked why School Election polling locations no longer appear on ID cards. The legislature moved all regularly scheduled school elections to November of even years. Regularly scheduled school elections are therefore always conducted in precinct polling locations which already appears on each ID card.

As noted above, clerks are only required to send new ID cards to voters affected by one or more of the statutorily defined district changes. Many clerks, however, will use redistricting as a once in a decade opportunity to send new ID cards to all of their voters.

If you have further questions, please email the BOE Redistricting Team at boeredistricting@michigan.gov or call the QVF Help Desk at 1-800-310-5697.

Budget Amendment

Account # Revenue	Description	Current Budget	Revised Budget
101-000-510-050	Eng-NSP2 –Admin. Revenue	83,697	180,000
101-000-510-051	Eng-NSP2-Activity Delivery New Construction Revenue	342,000	340,117
101-000-510-052	Eng-NSP2 –Activity Delivery Rehab Revenue	83,000	183,703
101-000-510-053	Eng-NSP2 –Activity Delivery Infeasible Revenue	37,948	9,850
101-000-510-054	Eng-NSP2 –Acquisition Rehab Revenue	80,000	29,515
101-000-510-055	Eng-NSP2 –New Construction Revenue	489,200	1,254,529
101-000-510-056	Eng-NSP2 –Counseling Revenue	\$25,400	6,975
101-000-510-057	Eng-NSP2-Rehab Revenue	1,235,800	1,168,698
101-000-510-058	Eng-NSP2-Admin-Program Income	138,231	130,182
101-000-510-059	Eng-NSP2-Activities-Program Income	1,338,921	1,178,400
Expenses			
101-440-925-752	NSP2-Activity Delivery New Construction	217,000	81,522
101-440-925-759	NSP2-Activity Delivery Rehab	52,000	62,277
101-440-925-760	NSP2-Activity Delivery Infeasible	37,948	12,000
101-440-925-761	NSP2-Acquisition Rehab	80,000	4,077
101-440-925-756	NSP2- New Construction	489,200	1,089,772
101-440-925-757	NSP2- Housing Counseling	25,400	6,975
101-440-925-758	NSP2- Rehab Construction	1,235,800	881,729
101-440-925-762	NSP2-Program Income Admin	112,000	12,000
101-440-925-763	NSP2-Program Income Exp-Const	1,205,875	1,178,400
101-448-750-270	Building Maintenance	75,000	100,000
101-448-725-120	Overtime	80,000	55,000

Please rename 101-440-925-762 as "Program Income Expenses for Administration"

bob szczechowski

From: Mark Kowalewski <mkowalewski@wyan.org>
Sent: Monday, June 25, 2012 8:14 PM
To: 'bob szczechowski'
Subject: RE: budget amendment nsp2

Bob,

Last Friday I submitted the 2012-2013 Budget request and at this time the NSP2 Grant was fully obligated into OPAL. Further, 38 units have been bid and the majority of the work is completed. Therefore, it was appropriate to update this year's NSP2 budget with the current information.

The Building Maintenance line item was underfunded and will be over budget with projected current expenses. The transfer is from the overtime budget which will be a net zero.

Mark A. Kowalewski, PE
City Engineer
City of Wyandotte
3131 Biddle
Wyandotte, MI 48192
1-734-324-4554

From: bob szczechowski [<mailto:bszczechowski@wyan.org>]
Sent: Monday, June 25, 2012 3:22 PM
To: 'Mark Kowalewski'
Subject: RE: budget amendment nsp2

Please provide me with the reasons for the amendments so that I can include them in the spreadsheet.

Robert J. Szczechowski
Deputy Treasurer/Asst. Finance Director
City of Wyandotte
3131 Biddle Avenue
Wyandotte, MI 48192
Tel: 734-324-4542
Fax: 734-324-4519

www.wyandotte.net

From: Mark Kowalewski [<mailto:mkowalewski@wyan.org>]
Sent: Monday, June 25, 2012 12:02 PM
To: 'bob szczechowski'
Cc: Peggy Green (Peggy Green); kroberts@wyan.org; 'Santina Daly'; gellison@wyan.org
Subject: FW: budget amendment nsp2

Bob,

Please process the attached budget amendment.

Thanks,

OFFICIALS

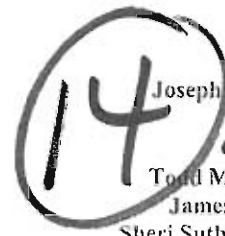
William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MARK A. KOWALEWSKI, P.E.
CITY ENGINEER



MAYOR

Joseph R. Peterson

COUNCIL

Todd M. Browning

James R. DeSana

Sheri Sutherby Fricke

Daniel E. Galeski

Leonard T. Sabuda

Lawrence S. Stec

August 7, 2012

The Honorable Mayor Peterson
and City Council
City Hall
Wyandotte, Michigan

RE: 1152-54 Chestnut and Asbestos Removal

Dear Mayor Peterson and Council Members:

The Engineering Department solicited new bids for the demolition and removal of asbestos containing material at 1152-54 Chestnut. Bids were opened on August 3, 2012, and the results were:

<u>BIDDER</u>	<u>BID</u>
Homrich Inc, Carleton, MI	\$29,900.00 (see attached email)
Pro Excavation, Wyandotte, MI	\$48,000.00
21 st Century Salvage, Ypsilanti, MI	\$17,120.00 (did not attend pre-bid meeting or include plaster ACM removal which does not meet bid specifications)

The undersigned recommends the acceptance of the proposal from Homrich Inc, Carleton, Michigan in the amount of \$29,900.00 as the best bid received meeting the specifications.

Very truly yours,

Mark A. Kowalewski
City Engineer

gjm/MK

Enclosures

Cc: All Bidders

Approved by Todd Drysdale, Director of Administrative/Financial Services

Greg Meyring

From: Greg Meyring [gmeyring@wyan.org]
Sent: Tuesday, July 17, 2012 8:33 AM
To: 'proexcavation@yahoo.com'; 'dirtdoctor2010@yahoo.com'; 'mikeb@homrich.com'; 'Paige Aubin'
Cc: 'Kelly Roberts'
Subject: ACM Abatement & Demolition @ 1152-1154 Chestnut

The City is requesting quotes for the demolition and ACM abatement of the property at 1152-1154 Chestnut.

Copies of the ACM inspection report will be available while the property is open from **9:00 to 10:00** on **Thursday July 26th**.

Bids are to be delivered or dropped off in a sealed envelope **Friday August 3rd by noon** at the Engineering & Building Department.

Reply to this email to confirm you attendance.

Thank you.

Greg Meyring
City of Wyandotte
(734) 324 -4557 Direct
(734) 324 - 4535 Fax

Greg Meyring

From: mikeb@homrich.com
Sent: Tuesday, August 07, 2012 3:29 PM
To: 'Greg Meyring'
Subject: 1152- 1154 Chestnut

Greg, To confirm our conversation our proposal of \$29,900.00 includes the abatement (per provided survey) and the demolition of the Building(s). It does not include the cost

For the abatement of the asbestos siding that has been previously been billed for.

Thanks

Mike

Michael T. Brant | Vice President

HOMRICH | 200 Matlin Road • Carleton, Michigan 48117

Office (734) 654-9800 ext. 27 | Mobile (734) 777-6771 | Fax (734) 654-3116

mikeb@homrich.com

www.homrich.com

Please be advised that all Homrich emails have been revised and we will not be utilizing the @Homrichinc.com extension. In the future, all Homrich extensions will end with @homrich.com.

8/7/2012

PROPOSED RESOLUTION

RESOLVED BY MAYOR AND COUNCIL that the communication from the City Engineer regarding the demolition and ACM removal at 1152-54 Chestnut is hereby received and placed on file; AND

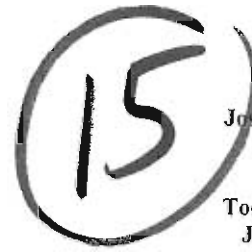
BE IT FUTHER RESOLVED that Council accepts the proposal from Homrich Inc, Carleton, Michigan in the amount of \$29,900.00 from account number 492-200-850-519.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

August 3, 2012

The Honorable Mayor Joseph R. Peterson
And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

During the recent storms, it was discovered that the control board in the emergency generator at the Police/Court Building was damaged. Therefore, attached please find an estimate to repair this item from Bridgeway in the amount of \$3,443.94. I have already directed the Department of Public Service to have this work completed to assure the equipment is operating properly.

Very truly yours,

Mark A. Kowalewski
City Engineer

Reviewed by Todd A. Drysdale, City Administrator

MAK:kr

cc: Judge Randy Kalmbach
Mark Engle, Department of Public Service
Chief Dan Grant



Mail Payments To: #774494
4494 Solutions Center
Chicago, IL 60677-4004
Corporate Accounts Receivable: (248) 573-1600
Terms: NET 30 Interest at the rate of 1-1/2% per month

NEW HUDSON
54250 Grand River Avenue
New Hudson, MI 48165-
(248)573-1900

INVOICE NO

ESTIMATE

Make Checks Payable To:
CUMMINS BRIDGEWAY, LLC

BILL TO

CITY OF WYANDOTTE
3131 BIDDLE AVE
WYANDOTTE, MI 48192-

OWNER

POLICE STATION
2015 BIDDLE
WYANDOTTE, MI 48192-
MARK ENGEL - 734 324-4590

PAGE 1 OF 2

*** CHARGE ***

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
02-AUG-2012 11:09AM			500 GFGA		ONAN
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
734385		02-AUG-2012	25326745	N/A	GEN SET
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
109011					POLICE STATION

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
------------------	--------------	------------------	-------------	-------------	--------------	------------	--------

OSN/MSN/VIN

25326745

COMPLAINT

POLICE DEPARTMENT
THIS ESTIMATE IS TO REPLACE THE GENERATOR MAIN CONTROL BOARD.

***TO ACCEPT THIS ESTIMATE, PLEASE SIGN THE ESTIMATE AND SEND BACK
TO CUMMINS BRIDGEWAY.***
FAX 248-573-1538

E-MAIL: DAVID.DURST@CUMMINS.COM

COVERAGE

CUSTOMER BILLABLE

1	0	300-5910	CONTROL KIT (PCC2100)	ONAN	2,456.13	2,456.13
---	---	----------	-----------------------	------	----------	----------

MUST BE PROGRAMMED LEE
SANNES

PARTS:	2,456.13
PARTS COVERAGE CREDIT:	0.00CR
TOTAL PARTS:	2,456.13
SURCHARGE TOTAL:	0.00
LABOR:	710.20
LABOR COVERAGE CREDIT:	0.00CR
TOTAL LABOR:	710.20
MISC.:	277.61
MISC. COVERAGE CREDIT:	0.00CR
TOTAL MISC.:	277.61
INCOMING FREIGHT	100.00
PG SHOP SUPPLIES	42.61
FIELD SERVICE MILEAGE	135.00

TAX EXEMPT NUMBERS: MI-EX

38-6004749

TAXES:

**** NO RETURN ON ELECTRICAL PARTS ****

STATE

0.00

Completion date : 11-Aug-2012 09:49AM. Estimate expires : 01-Sep-2012 09:49AM.

MATERIAL SAFETY DATA SHEETS REQUIRED BY OSHA HAZARD COMMUNICATION STANDARD ARE AVAILABLE AT ALL BRANCHES

THIS INVOICE FOR ENGINES PARTS, COMPONENTS, REPAIR AND/OR SERVICE IS
SUBJECT TO THE TERMS AND CONDITIONS OF SALE SET FORTH ON THE BACK OF THIS
INVOICE, WHICH INCLUDES LIMITATIONS ON WARRANTIES AND REMEDIES.
PURCHASER ACKNOWLEDGES THAT SUCH TERMS AND CONDITIONS HAVE BEEN READ
AND FULLY UNDERSTOOD.

AUTHORIZED BY (print name)

SIGNATURE

DATE



Mail Payments To: #774494
4494 Solutions Center
Chicago, IL 60677-4004
Corporate Accounts Receivable: (248) 573-1600
Terms: NET 30 Interest at the rate of 1-1/2% per month

NEW HUDSON
54250 Grand River Avenue
New Hudson, MI 48165-
(248)573-1900

INVOICE NO

ESTIMATE

Make Checks Payable To:
CUMMINS BRIDGEWAY, LLC

BILL TO

CITY OF WYANDOTTE
3131 BIDDLE AVE
WYANDOTTE, MI 48192-

OWNER

POLICE STATION
2015 BIDDLE
WYANDOTTE, MI 48192-
MARK ENGEL - 734 324-4590

PAGE 2 OF 2

*** CHARGE ***

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
02-AUG-2012 11:09AM			500 GFGA		ONAN
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
734385		02-AUG-2012	25326745	N/A	GEN SET
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
109011					POLICE STATION

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
------------------	--------------	------------------	-------------	-------------	--------------	------------	--------

OSN/MSN/VIN 25326745

25% RESTOCKING FEE ON APPROVED RETURNS
NO CREDIT FOR CORE RETURNED AFTER 90 DAYS
TAX ON CORE CHARGE IS NOT REFUNDABLE

WE APPRECIATE YOUR BUSINESS!!

Completion date : 11-Aug-2012 09:49AM. Estimate expires : 01-Sep-2012 09:49AM.

MATERIAL SAFETY DATA SHEETS REQUIRED BY OSHA HAZARD COMMUNICATION STANDARD ARE AVAILABLE AT ALL BRANCHES

THIS INVOICE FOR ENGINES PARTS, COMPONENTS, REPAIR AND/OR SERVICE IS
SUBJECT TO THE TERMS AND CONDITIONS OF SALE SET FORTH ON THE BACK OF THIS
INVOICE, WHICH INCLUDES LIMITATIONS ON WARRANTIES AND REMEDIES.
PURCHASER ACKNOWLEDGES THAT SUCH TERMS AND CONDITIONS HAVE BEEN READ
AND FULLY UNDERSTOOD.

SUB TOTAL: 3,443.94
TOTAL TAX: 0.00
TOTAL AMOUNT: US \$ 3,443.94

AUTHORIZED BY (print name) _____ SIGNATURE _____ DATE _____

PROPOSED RESOLUTION

RESOLVED BY MAYOR AND COUNCIL that Council hereby concurs in the recommendation of the City Engineer regarding the generator at the Police/Court Building; AND

BE IT FURTHER RESOLVED that Council accepts the proposal from Bridgeway, of New Hudson, Michigan to repair the generator in the amount of \$3,443.94 from account no. 101-448-750-270.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



16

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

August 1, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan


Dear Mayor and Council Members:

On July 9, 2012, proposals for the File #4587 – Two (2) Thirty (30) CU. YD. and One (1) Twenty (20) CU. YD Open Top Roll Off Containers were opened and read aloud. A tabulation of the proposals is as follows:


	<u>Total</u>	<u>Unit Cost</u>
Bell Equipment Company	\$18,400.00	20 CY \$5,800.00 each
78 Northpointe Drive		30 CY \$6,300.00 each
Lake Orion, MI 48359		
Custom Container Solutions	\$13,849.00	20 CY \$4,483.00 each
391 Wolfland Rd.		30 CY \$4,683.00 each
Lewisburg, PA 17837		

Since, the unit prices were lower than budgeted and the stock of containers at the Department of Public Service is getting older, the undersigned recommends the acceptance of the proposal of Custom Container Solutions of Lewisburg, Pennsylvania, to purchase a total of three (3) thirty (30) CY and two (2) twenty (20) CY Open Top Roll Off Containers for the total amount of \$23,015.00.

Very truly yours,


Mark A. Kowalewski
City Engineer

MAK:kr

Attachment Approval by Todd Drysdale, City Administrator 

cc: Mark Engle, Department of Public Service
All Bidders

PROPOSED RESOLUTION

RESOLVED BY MAYOR AND COUNCIL that Council hereby concurs in the recommendation of the City Engineer regarding File #4587 – Two (2) Thirty (30) CU. YD. and One (1) Twenty (20) CU. YD Open Top Roll Off Containers and accepts the bid of Custom Container Solutions of Lewisburg, Pennsylvania, in the amount of \$13,849.00 from account number 290-448-850-540; AND

BE IT FURTHER RESOLVED that Council authorizes the City Engineer to purchase an additional twenty (20) CY and thirty (30) CY Open Top Roll Off Container for the total amount of \$9,166.00 from account number 290-448-850-540 as the best bid received; AND

BE IT FURTHER RESOLVED that the bid bonds be returned to the unsuccessful bidder by the City Clerk and all bid checks be returned to the unsuccessful bidder by the City Treasurer.

OFFICIALS

William R. Griggs
CITY CLERK

CITY TREASURER
Andrew A. Swiecki

Colleen A. Keehn
CITY ASSESSOR



MARK A. KOWALEWSKI, P.E.
CITY ENGINEER



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

August 1, 2012

The Honorable Mayor Joseph R. Peterson
And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

The City of Wyandotte has been informed by Wayne County that the following property can be purchased under the Right of Refusal to Purchase Tax Foreclosed Property.

Tax ID #57-022-10-0032-303 Vacant Property on 13th Street

The cost of acquisition is \$7,988.68

If you concur with these purchases, the attached resolution will authorize the undersigned to proceed. Please note that Wayne County will inform the City if this property will be sold to the City. Also the Department of Legal Affairs will have to clear title to all of this property before any redevelopment can occur.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr

Attachment

cc: TIFA



PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that Council concurs with the recommendation of the City Engineer dated August 1, 2012, to acquire the property offered to the City of Wyandotte from Wayne County or Tax Foreclosure in the amount of \$7,988.68 from account 492-200-850-519 TIFA Acquisition Fund; AND

BE IT RESOLVED that Council directs the Department of Legal Affairs to clear title on all properties that are received by Wayne County; AND

BE IT RESOLVED that the Mayor and Clerk are hereby authorized to sign said documents, subject to the approval of the Department of Legal Affairs.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



18

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

August 2, 2012

The Honorable Mayor Joseph R. DeSana
And City Council
City Hall
Wyandotte, Michigan 48192


Dear Mayor Peterson and City Council Members:


The Engineering and Building Department has solicited a quote for repairing the showmobile.
The following is said quote:

<u>Bidder</u>	<u>Amount</u>
Commercial Truck & Trailer Body Shop 25086 Brest Road Taylor, MI 48180	\$6,495.00

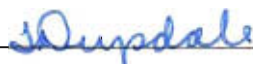
The City has utilized this Company in the past to repair this equipment. Further, we could not locate another company that does repairs to this size of trailer. Therefore, the undersigned recommends the acceptance of the proposal from Commercial Truck & Trailer Body Shop of Taylor, Michigan in the amount of \$6,495.00.

Very truly yours,

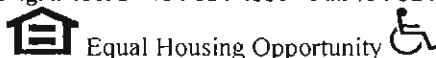

Mark A. Kowalewski
City Engineer


Jim Knopp
Superintendent Recreation

MAK/JK:kr

Approved by Todd A. Drysdale, City Administrator 

cc: Bidder
Gary Ellison, Superintendent Department of Public Service
3131 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-4551 • Fax 734-324-4535 • email: engineering1@wyan.org



PROPOSED RESOLUTION

RESOLVED BY MAYOR AND COUNCIL that Council hereby concurs in the recommendation of the City Engineer and Superintendent of Recreation regarding the quote for the repair to the showmobile and hereby accepts the proposal of Commercial Truck & Trailer Body Shop of Taylor, Michigan in the amount of \$6,495.00 from account no. 101-448-850-770-530.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MARK A. KOWALEWSKI, P.E.
CITY ENGINEER



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

August 7, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

The Michigan Court of Appeals has recently made a ruling on the regulation of medical marijuana by cities. There is also another case scheduled to go before another panel of the Michigan Court of Appeals on this issue. It is my recommendation that a moratorium be adopted concerning any application for a certificate of occupancy for a medical marijuana facility until further clarification on the law may be received and to allow the city to consider the necessity of licensing and making amendments to the zoning ordinance concerning locations of the facilities.

I further recommend that the Department of Legal Affairs be authorized to draft a resolution regarding the moratorium for review by the Engineering Department, Police Department and Planning Commission.

Sincerely,

Mark A. Kowalewski
City Engineer

w/council/medical marijuana
cc:
Planning Commission
Police Chief Grant

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the City Engineer regarding medical marijuana is hereby received and placed on file;

FURTHER, a moratorium is placed on the issuance of Certificate of Occupancies for medical marijuana facilities until completion of a study of issues regarding current court proceedings and proper location of facilities.

BE IT FURTHER RESOLVED that the Department of Legal Affairs is directed to draft an ordinance regarding this moratorium for review by the Engineering Department, Police Department, and Planning Commission.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

August 8, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

The City of Wyandotte, 2012 Concrete Street and Alley Repair and Reconstruction Program bids will be opened Monday, August 27, 2012. Award of the contract is expected on Monday, September 10, 2012. Work should begin by September 24, 2012.

Enclosed is Attachment A from the specifications indicating repair area, locations and quantities. 13th Street from Grove to Pennsylvania is included within this proposed contract.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK/pg
w/council/2012 Concrete Street and Alley Repair

ATTACHMENT A

REPAIR AREA

LOCATIONS AND QUANTITIES

2012 CONCRETE STREET REPAIR

LOCATION: 13TH STREET - GROVE TO PENNSYLVANIA

ESTIMATED QUANTITIES

<u>QUANTITY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
-----------------	-------------	--------------------

90	CY	EXCAVATION
4	EA	ADJUST AND SEAL EXIST'G STRUCT.
160	TN	21A STONE BASE
1690	SY	CONCRETE PAVEMENT REPAIR
1690	LF	SAWCUT REPAIR

2012 CONCRETE STREET REPAIR

LOCATION: INTERSECTION OF WALNUT AND 19TH

ESTIMATED QUANTITIES

<u>QUANTITY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
-----------------	-------------	--------------------

1100	SF	REMOVE 4" CONCRETE
10	CY	EXCAVATION
20	TN	21A STONE BASE
600	SF	4" CONCRETE
500	SF	4" CONCRETE ADA RAMP
40	LF	ADA DETECTABLE SURFACE
80	SY	TOPSOIL AND SOD
130	SY	CONCRETE PAVEMENT REPAIR
310	LF	SAWCUT REPAIR
70	LF	R & R CURB AND GUTTER

2012 CONCRETE STREET RECONSTRUCTION/REPAIR

LOCATION: 21ST STREET - WALNUT TO VINEWOOD
EAST HALF RECONSTRUCTION
WEST HALF REPAIR

ESTIMATED QUANTITIES

<u>QUANTITY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
915	SY	REMOVE CONC PAVEMENT
120	SF	REMOVE 6" CONCRETE
370	SF	REMOVE 4" CONCRETE
150	CY	EXCAVATION
4	EA	REMOVE EXISTING STRUCTURES
4	EA	INSTALL CATCHBASIN
1	EA	ADJUST AND SEAL EXIST'G STRUCT.
270	TN	21A STONE BASE
915	SY	8" CONCRETE W/DOWELS
50	SF	4" CONCRETE
320	SF	4" CONCRETE ADA RAMP
120	SF	6" CONCRETE
10	LF	ADA DETECTABLE SURFACE
120	SY	TOPSOIL AND SOD
160	SY	CONCRETE PAVEMENT REPAIR
45	LF	SAWCUT REPAIR

2012 CONCRETE ALLEY RECONSTRUCTION

LOCATION: ALLEY N. OF FORD - 21ST TO 20TH

ESTIMATED QUANTITIES

<u>QUANTITY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
520	SY	REMOVE CONCRETE PAVEMENT W/HMA
60	CY	EXCAVATION
1	EA	ADJUST AND SEAL EXIST'G STRUCT.
100	TN	21A STONE BASE
520	SY	6"-8"-6" CONCRETE

2012 CONCRETE STREET REPAIR

LOCATION: ELECTRIC FORD TO GODDARD

ESTIMATED QUANTITIES

<u>QUANTITY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
-----------------	-------------	--------------------

2	CY	EXCAVATION
4	TN	21A STONE BASE
55	SY	CONCRETE PAVEMENT REPAIR
115	LF	SAWCUT REPAIR

2012 CONCRETE STREET REPAIR

LOCATION: 9TH - GODDARD TO BONDIE

ESTIMATED QUANTITIES

<u>QUANTITY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
-----------------	-------------	--------------------

10	CY	EXCAVATION
1	LF	RECONSTRUCT STRUCTURES
4	EA	ADJUST AND SEAL EXIST'G STRUCT.
20	TN	21A STONE BASE
420	SY	CONCRETE PAVEMENT REPAIR
590	LF	SAWCUT REPAIR

2012 CONCRETE STREET REPAIR

LOCATION: 5TH - BONDIE TO ALLEY S. OF BONDIE

ESTIMATED QUANTITIES

<u>QUANTITY</u>	<u>UNIT</u>	<u>DESCRIPTION</u>
-----------------	-------------	--------------------

5	CY	EXCAVATION
1	EA	ADJUST AND SEAL EXIST'G STRUCT.
10	TN	21A STONE BASE
120	SY	CONCRETE PAVEMENT REPAIR
200	LF	SAWCUT REPAIR

2012 CONCRETE STREET AND ALLEY
REPAIR AND RECONSTRUCTION PROGRAM

The Honorable Mayor _____, 2012
and City Council
City Hall
Wyandotte, Michigan

Dear Mayor and City Council:

The undersigned has made himself familiar with the location of the proposed work and the conditions under which it is to be constructed by examination of the plans, details, specifications, bonds and contract, all of which he understands and accepts as being sufficient for the purpose. The undersigned proposes to contract with the City of Wyandotte for the furnishing of all labor, material, and equipment as specified and will accept in payment thereof the following sums, it being further understood that the quantities are approximate, the totals will be used for comparison of bids only, and the payments will be based on unit prices given in the proposal.

If this proposal is accepted, the undersigned further agrees to furnish the bonds and evidence of insurance and enter into Contract with the City of Wyandotte within ten (10) days after said acceptance, and perform the work according to a mutually agreed upon construction sequence to be determined at a Pre-Construction meeting held after all contracts and bonds have been submitted, and to complete all work on or before November 2, 2012, unless shortage of material or other causes beyond the Contractor's control prohibit him from doing so.

SCHEDULE

The work shall be started, performed and completed in the following sequence, and multiple streets can be worked on simultaneously:

13th St. – Grove to Pennsylvania: Concrete repair.
Intersection of 19th and Walnut: Concrete repair.
21st St. – Walnut to Vinewood: Reconstruction east half and concrete repair on west half.
Alley N. of Ford – 21st to 20th: Reconstruction.
Electric Blvd. – Ford to Goddard: Concrete repair.
9th St. – Goddard to Bondie: Concrete repair.
5th St. – Bondie to Alley S. of Bondie: Concrete repair.

BASE BID

915 Sq. Yds. Remove Concrete Pavement

@ _____ DOLLARS (\$_____/sq. yd. \$_____

520 Sq. Yds. Remove Concrete Pavement With HMA Overlay

@ _____ DOLLARS (\$_____/sq. yd. \$_____

2012 CONCRETE STREET AND ALLEY
REPAIR AND RECONSTRUCTION PROGRAM

120 Sq. Ft. Remove 6" Concrete Approaches
@ _____ DOLLARS (\$_____/sq. ft. \$_____

1,470 Sq. Ft. Remove 4" Concrete Sidewalk
@ _____ DOLLARS (\$_____/sq. ft. \$_____

4 Ea. Remove Existing Catch Basins
@ _____ DOLLARS (\$_____/ea. \$_____

4 Ea. Install New Catch Basin
@ _____ DOLLARS (\$_____/ea. \$_____

11 Ea. Adjust and Seal Existing Structures
@ _____ DOLLARS (\$_____/ea. \$_____

330 Cu. Yds. Excavation
@ _____ DOLLARS (\$_____/cu. yd. \$_____

585 Tons 21A Stone Base
@ _____ DOLLARS (\$_____/tons \$_____

915 Sq. Yds. 8" Concrete Pavement With Load Transfer Dowels and Integral Curb
@ _____ DOLLARS (\$_____/sq. yd. \$_____

520 Sq. Yds. 6"-8"-6" Concrete Alley Pavement With Load Transfer Dowels
@ _____ DOLLARS (\$_____/sq. yd. \$_____

120 Sq. Ft. 6" Concrete Approaches
@ _____ DOLLARS (\$_____/sq. ft. \$_____

650 Sq. Ft. 4" Concrete Sidewalk
@ _____ DOLLARS (\$_____/sq. ft. \$_____

820 Sq. Ft. 4" Concrete Sidewalk ADA Ramp
@ _____ DOLLARS (\$_____/sq. ft. \$_____

2,950 Lin. Ft. Saw Cut For Concrete Repair
@ _____ DOLLARS (\$_____/lin. ft. \$_____

2,575 Sq. Yds. Concrete Pavement Repair
@ _____ DOLLARS (\$_____/sq. yd. \$_____

2012 CONCRETE STREET AND ALLEY
REPAIR AND RECONSTRUCTION PROGRAM

70 Lin. Ft. Remove and Replace Curb and Gutter

@ _____ DOLLARS (\$_____/lin. ft. \$_____

200 Sq. Yds. Topsoil and Sod

@ _____ DOLLARS (\$_____/sq. yd. \$_____

670 Lin. Ft. Butt Joint

@ _____ DOLLARS (\$_____/lin. ft. \$_____

1 Lump Sum Traffic Maintenance and Control

@ _____ DOLLARS (\$_____/l. s. \$_____

1 Lump Sum Clean Up

@ _____ DOLLARS (\$_____/l. s. \$_____

TOTAL BID \$_____

ADDITIONAL UNIT RATES

Ea. Install New Inlet

@ _____ DOLLARS (\$_____/ea. \$_____

Ea. Install New Manhole

@ _____ DOLLARS (\$_____/ea. \$_____

Lin. Ft. Install 6" Storm Sewer

@ _____ DOLLARS (\$_____/lin. ft. \$_____

Lin. Ft. Rebuild Structures

@ _____ DOLLARS (\$_____/lin. ft. \$_____

Lin. Ft. 2' Wide HMA Butt Joint

@ _____ DOLLARS (\$_____/lin. ft. \$_____

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the City Engineer regarding the 2012 Concrete Street and Alley Repair and Reconstruction Program including 13th Street from Grove to Pennsylvania is hereby received and placed on file.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Kechn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

August 7, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan

RE: 711g # 4588

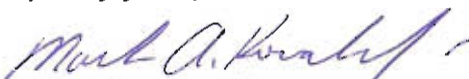
Dear Mayor Peterson and City Council Members:

On August 6th, 2012, proposals were opened and read aloud in the Council Chambers for the Exterior Repairs and Restoration of the Old Timers Log Cabin. Although three (3) contractors attended the mandatory pre-bid meeting at the log cabin (attached is the sign in sheet), only one contractor (Pizzo Development, Inc.) submitted a bid.


Pizzo Development submitted a detailed proposal for Restoration and Repairs of the Log Cabin in the amount of \$35,495.00.

The undersigned recommends the proposal submitted by Pizzo Development, Inc., Lincoln Park, in the Lump Sum amount of \$35,495 for the Exterior Repairs and Restoration of the Old Timers Log Cabin.

Very truly yours,


Mark A. Kowalewski
City Engineer

MAK/rh

Reviewed by Todd A. Drysdale, City Administrator 

Attachments

cc:

C

Log Cabin Restoration Pre-Bid Meeting - July 23rd at the Log Cabin

Item	Company	Attendees	E-mail	Sign-in
1	CITY OF WYANDOTTE	RALPH HOPF	RHopf@wyandotte.org	Ralph H
2	PIZZO DEVELOPMENT	TONY MANZIELLA	TONYMANZ1410@YAHOO.COM	Tony Manzell
3	PIZZO DEVELOPMENT	Tony Pizzo		
4	ExcelleT Const	Chuck Helwig	CHELWIG@WAYNE.METRO.ORG	Chuck Helwig
5	MARIA HAVLISEK	MARIA HAVLISEK	SPRINGERMAN@WAYNE.METRO.ORG	MARIA HAVLISEK
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PROPOSED RESOLUTION

RESOLVED BY MAYOR AND COUNCIL that Council hereby concurs in the recommendation of the City Engineer and accepts the proposal from Pizzo Development, Inc. Lincoln Park, with funding from account no. 295-200-825-360 (Log Cabin Improvements - currently has a zero (0) budget so therefore a budget amendment will be requested for approval) in the amount of \$35,495; AND

BE IT FURTHER RESOLVED that the bid bonds be returned to the unsuccessful bidder by the City Clerk and all bid checks be returned to the unsuccessful bidder by the City Treasurer.

Residential: \$200.00
Commercial: \$300.00
Plan Development \$1,000.00

CITY OF WYANDOTTE
3131 Biddle Avenue
Wyandotte, Michigan 48192
734.324.4551

22

APPLICATION FOR REZONING

INSTRUCTIONS TO APPLICANT: Application must be submitted to the Department of Engineering and Building on Monday before 5:00 p.m. to be placed on the next Council Agenda. The application must be reviewed by the Department of Engineering and Building to insure proper legal description, requested zoning and a review of the site plan if required.

The Honorable Mayor and City Council:

I (We), the undersigned, hereby petition the City Council to amend the Zoning Ordinance and change the zoning map as hereinafter requested, and in support of this application, the following facts are shown:

The property sought to be rezoned is located at 1811 Fort St between Ford
STREET ADDRESS STREET

and Davis on the E side of the street, and is known as lot(s) number
STREET N-S-E-W
32 of Schorr Grove Sub Subdivision,

Lot Size _____

* Send to both.

The property is owned by:

Name Ramcomm LLC Street Address _____

City 6825 Jamestown Dr State ALPHARETTA, GA Zip 30005

Phone # (919 247 3337) (313-218-5653)

PRESENT ZONING: OS REQUESTED ZONING: B2

It is proposed that the property will be put to the following use: To make it more
marketable

****REQUIRED FOR P-1 or RM-1A****

Attached hereto are three (3) prints of a site plan showing the lot(s) or parcel(s) under petition, and the intended layout. These prints are made a part of this petition and are drawn to scale.

****OPTIONAL****

I (We) attach a statement hereto indicating why, in our opinion, the change requested is necessary for the preservation and enjoyment of substantial property rights, and why such change will not be detrimental to the public welfare, or to the property of other persons located in the vicinity thereof.

Signature of Applicant: Rickey Perry Address: 36015 Goddard Rd.
Romulus, MI. 48174

OFFICE USE ONLY

Receipt # 45954 Date: 8-8-12

Engineer's Signature Matt Komulski

h/rezon.doc

RP-P14

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

August 7, 2012

The Honorable Mayor Peterson
and City Council
City Hall
Wyandotte, Michigan

RE: Museum Chimney Removal and Replacement Bid

File # 4582

Dear Mayor Peterson and Council Members:

On June 26, 2012, City Council directed the Engineering Department to solicit new bids for the Museum Chimney and Roof Projects. Bids for the Chimney Replacement were opened on August 6, 2012, for the Museum Chimney Removal and Replacement project

BIDDER

BID

Pizzo Construction, Lincoln Park, MI	\$10,700.00
National Restoration, Milford, MI	\$19,400.00
Olson Cement Work, Dearborn Heights, MI	\$19,500.00
Boss Construction Inc, Taylor, MI	\$28,900.00
Luigi Ferdinandi & Son Cement, Roseville, MI	\$39,000.00
DBA - Kerry Curtis, Taylor, MI	\$48,800.00
DBA - Mark 1 Restoration Services, Detroit, MI	\$71,100.00
Grunwell-Cashero, Detroit, MI	\$72,380.00

The undersigned recommends the acceptance of the proposal from Pizzo Construction, Lincoln Park, Michigan in the amount of \$10,700.00 as the best bid received meeting the specifications.

Very truly yours,

Mark A. Kowalewski
City Engineer
gjm/MK
Enclosures
Cc: All Bidders

Jody Egen
Director of Museums & Cultural Affairs

Approved by Todd Drysdale, Director of Administrative/Financial Services

PROPOSED RESOLUTION

RESOLVED BY MAYOR AND COUNCIL that the communication from the City Engineer regarding the Museum Chimney at the Marx House is hereby received and placed on file; AND

BE IT FUTHER RESOLVED that Council accepts the proposal Pizzo Construction, Lincoln Park, Michigan in the amount of \$10,700.00 from account number 101-000-257-250-071; AND

BE IT RESOLVED that all bid bonds be returned to the unsuccessful bidders by the City Clerk and all bid checks be returned to the unsuccessful bidders by the City Treasurer; AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk authorize to execute the necessary documents to perform said work.

Show cause

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that a hearing was held on August 13, 2012, where all parties were given an opportunity to show cause, if any they had, why the dwelling and shed at 644 Orange, Wyandotte should not be demolished, removed or otherwise made safe; AND

BE IT FURTHER RESOLVED that the Council considered the communication dated July 7, 2011, and show cause hearings minutes dated October 4, 2011, May 9, 2012, June 13, 2012 and July 16, 2012, held with the Hearing Officer and the City Engineer's Office which are made part of this hearing and all other facts and considerations were brought to their attention at said hearing;

NOW THEREFORE BE IT RESOLVED that the City Council hereby directs that said dwelling and shed located at 644 Orange, Wyandotte should be DEMOLISHED, and that the costs be assessed against the property in question as a lien, and that the parties of interest shall be forwarded a copy of this resolution forthwith so that they may appeal this decision to the Circuit Court within twenty one (21) days of the date of this resolution if they so desire.

City of Wyandotte
City Engineer's Office
City Engineer's Office
City Engineer's Office

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



Show Cause
Hearing

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

August 7, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

The Show Cause Hearing on July 2, 2012, regarding 3332 – 12th Street was held in abeyance until August 13, 2012. On July 24, 2012, an Upon Sale Inspection was done by the City. Attached is the exterior portion of the inspection which is applicable to the Property Maintenance Code regarding vacant houses. The Upon Sale Inspection identified new exterior repairs which are items #1, #4, #5, #9, #10, #14 and #15. Items #2 and #6 remain from previous show cause hearings.

On August 8, 2012, I spoke with Michelle Thomas, attorney representing Bank of America. She indicated the redemption period for the foreclosure expired on August 2, 2012. Thus, the Bank of America is now the legal owner of the property.

While I am sure that we can all agree that the property maintenance violations have taken far too long to be addressed, the prudent course of action at this time would be to continue to hold the show cause hear in abeyance until August 27, 2012. This will provide time to complete the repairs and, with the redemption period expired, should allow for the home to be sold to a new buyer in a relatively quick manner. This approach will also preserve our tax base and avoid the potential for litigation and monetary loss if the structure is ordered to be demolished.

Very truly yours,

Mark A. Kowalewski
City Engineer

Enclosures

Cc:

Michelle Thomas

William & Barbara Duran, 3326 – 12th Street, Wyandotte, MI 48192

w/council/3332 12th show cause



The City Of Wyandotte

CODE REQUIREMENTS BUILDING INSPECTION CHECK LIST

Address 3332 - 12TH
Occupancy S.F.
Apt. #

Date 7-24-12
Time AM

Rental ☐ Upon Sale ☒ REHAB ☐ Permit Required ☒

The following code calls are taken from City of Wyandotte Property Maintenance Code (PM), Zoning Ordinance (ZO) and Code of Ordinances (CO)

Exterior

1. ☒ Foundation requires tuck-point / paint CORNERS
2. ☒ Siding requires replace / repair / paint / permit required
3. ☐ () Windows require repair / replace / paint / screens / reglaze / replace glass / storms / permit required
4. ☒ Doors require repair / replace / paint / screen / jambs Front / Side / Rear
5. ☒ Fascia / soffit / overhang requires repair / replace / paint NOT TO CODE
6. ☒ Gutters / conductors require repair / replace / paint / downspouts disconnected
7. ☐ () Roof requires repair / replace / permit required / snow covered*
8. ☐ () Snow covered-inspection could not be made*
9. ☒ Front porch requires repair / replace / paint / handrail / guardrail / stairs / tuck-point / permit required

Code Calls

PM304.5/304.6
PM304.2/304.6
PM304.14/304.15
PM304.16
PM304.2/304.8/304.9
PM304.2/508.1/MDEQNPDES
PM304.7

PM304.10/304.11

10. ☒ Rear porch requires repair / replace / paint / handrail / guardrail / stairs / tuck-point / permit required

PM304.10/304.11

11. ☐ () Brick walls require tuck-point
12. ☐ () Awnings shall be maintained / painted / repaired / snow covered*
13. ☐ () Remove double-keyed deadbolt on door: Front / Side / Rear
14. ☒ REPAIR DECK TO GRASSPAC
15. ☒ REPAIR FOUNDATION STONE AT PORCH
16. ☐ ()
17. ☐ ()
18. ☐ () Pool; permit # , date approved , other
19. ☐ () Building & Electrical permit(s) are required for the existing pool / hot tub or remove existing pool / hot tub

PM304.1/304.4/304.6
PM304.9
PM702.11

Garage/ Shed

20. ☐ () Siding requires repair / replace / paint / permit required
21. ☐ () Roof requires repair / replace / permit required / snow covered*
22. ☐ () Snow covered-inspection could not be made*
23. ☐ () Window requires repair / replace / paint / reglaze / permit required
24. ☐ () Service / overhead door requires repair / replace / paint
25. ☐ () Garage / shed requires permit / rat wall / proper location on lot / permit required
26. ☐ () Floor requires repair

PM304.2/304.6
PM304.7
PM304.14/304.15
PM304.16/304.2
PM303.5/303.7/ZO1803
PM303.3/303.7

Remises

27. ☐ () Required to be free from rubbish or garbage
28. ☐ () Requires approved rubbish containers
29. ☐ () Requires positive lot drainage
30. ☐ () Requires insect and rat control
31. ☐ () Pave, repair, or replace concrete driveway / approach / snow covered* / permit required
32. ☐ () Replace City sidewalk squares / snow covered* / permit required
33. ☒ Off street parking required to be paved - Add 1 spaces / permit required
(To be provided in side or rear yard)
34. ☐ () Repair or replace rear walk / approach walk / side / snow covered*
35. ☐ () Requires prevention of weeds
36. ☐ () Wood storage - 18" off ground
37. ☐ () Tree requires trimming/removal - dead tree/dead limbs/structural nuisance
- 37A. ☐ () Tree requires trimming 10 feet from utility lines (Contact Municipal Services)

PM306.1
PM306.2
PM303.2
PM303.5/307.1

PM303.3
PM303.3
ZO1804/CO35.46

PM 303.3
PM303.4
CO14.9
CR 10/16/06
CR 10/16/06

Contact: ENGINEERING DEPARTMENT @ (734) 324-4551

INSPECTOR: LEB

ite: Ceiling/Walls covered %

Escrow amount required \$ 3175⁰⁰ dated 7-24-12

Escrow amount does not necessarily reflect the cost to complete these repairs.)

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keeln
CITY ASSESSOR



JOSEPH R. PETERSON
MAYOR

COUNCIL

Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

July 24, 2012

RESOLUTION

Mark A. Kowalewski, City Engineer
3131 Biddle Avenue
Wyandotte, Michigan 48192

By Councilman Lawrence S. Stec
Supported by Councilman James R. DeSana

RESOLVED by the City Council that WHEREAS a hearing was held on July 23, 2012, where all parties were given an opportunity to show cause, if any they had, why the dwelling and garage at 3332-12th Street, Wyandotte should not be demolished, removed or otherwise made safe; AND BE IT FURTHER RESOLVED that the Council considered the communication dated August 8, 2011, and show cause hearing meeting minutes dated February 15, 2012 and April 18, 2012, held with the Hearing Officer in the City Engineer's Office which are made part of this hearing and all other facts and considerations were brought to their attention at said hearing; NOW THEREFORE BE IT RESOLVED that the City Council hereby HOLDS SAID SHOW CAUSE HEARING IN ABEYANCE UNTIL MONDAY, AUGUST 13, 2012.

YEAS: Councilmembers Browning DeSana Fricke Galeski Sabuda Stec

NAYS: None

RESOLUTION DECLARED ADOPTED

I, William R. Griggs, City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on July 23, 2012.

William R. Griggs
City Clerk

CC: Michelle T. Thomas; Bodman PLC 1901 St. Antoine Street 6th floor at Ford Field
Detroit, Michigan 48226

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keelin
CITY ASSESSOR



COUNCIL

Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

JOSEPH R. PETERSON
MAYOR

July 24, 2012

RESOLUTION

William & Barbara Duran
3326-12th Street
Wyandotte, Michigan 48192

By Councilman Lawrence S. Stec
Supported by Councilman James R. DeSana

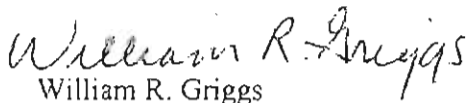
RESOLVED by the City Council that the communication from William and Barbara Duran, 3326-12th Street, Wyandotte relative to the condition of 3332-12th Street is hereby received and placed on file. AND BE IT FURTHER RESOLVED that said communication be made part of the show cause hearing.

YEAS: Councilmembers Browning DeSana Fricke Galeski Sabuda Stec

NAYS: None

RESOLUTION DECLARED ADOPTED

I, William R. Griggs, City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on July 23, 2012.


William R. Griggs
City Clerk

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the City Engineer regarding 3332 – 12th Street is hereby received and placed on file. Further, show cause hearing held in abeyance until August 27, 2012.

Automatic Referral

Our Lady of Mt. Carmel Parish

976 POPE JOHN PAUL II AVENUE ~ WYANDOTTE, MICHIGAN 48192 ~ (734) 284-9135 ~ FAX: (734) 284-1367

Parafia Matki Boskiej Szkaplerznej

July 28, 2012

The Honorable Joseph R. Peterson
Mayor of Wyandotte
3131 Biddle Ave.
Wyandotte, MI 48192

Dear Mayor Peterson,

This year's Our Lady of Mount Carmel's Annual Polish Festival will be held on Friday, August 24th, Saturday, August 25th, and Sunday, August 26th, 2012

As in the past, may we ask to have the Streets surrounding our Parish Grounds to be closed to automobile traffic during these days.

The area involved would be 10th Street between Vinewood and Pope John Paul II Avenue (Superior).

The times we would ask for this area to be closed off, would be:

Friday, August 24th	4:00 P.M. - 11 P.M.
Saturday, August 25th	10:00 A.M. - 11 P.M.
Sunday, August 26th	1:00 P.M. - 11 P.M.

Please let me know if you will permit us this privilege again this year.

Thank you.


Father Walter J. Ptak
Pastor

WJP:gam

Automatic Referral

Knights of Columbus Council # 13607

*266 Antoine Street
Wyandotte Michigan 48192*

September 3rd 2012

Mayor Joseph Peterson & City Councilmembers
3131 Biddle Avenue
Wyandotte Michigan 48192

Dear Mayor Peterson & City Councilmembers:

Wyandotte Knights Of Columbus Council 13607 request your permission to solicit on various Wyandotte street corners on Friday October 19TH, and Saturday, October 20TH, 2012 from noon till 6 p.m. for our annual fundraiser for the mentally challenged.

Thank you for your consideration of this request. God Bless.

Rod McMahon
(Grand Knight, K of C)
734-306-2228