

CITY OF WYANDOTTE
REGULAR CITY COUNCIL MEETING

A Regular Session of the Wyandotte City Council was held in Council Chambers, on Monday, October 23, 2017, and was called to order at 7:00pm with Honorable Mayor Joseph R. Peterson presiding.

The meeting began with the Pledge of Allegiance, followed by roll call.

Present: Councilpersons Robert Alderman, Christopher Calvin, Robert DeSana, Megan Maiani, Leonard Sabuda, and Donald Schultz

Absent: City Assessor Theodore Galeski

Also Present: City Treasurer Todd Browning; William Look, City Attorney; Mark Kowalewski, City Engineer; and Lawrence Stec, City Clerk

PRESENTATIONS

None

PRESENTATION OF PETITIONS

None

APPROVAL OF AGENDA

- Councilperson DeSana moved items #2 and #3 from the Consent Agenda to New Business

PUBLIC HEARINGS

None

OLD BUSINESS

None

CALL TO THE PUBLIC

None

CONSENT AGENDA

2017-455 CONSENT AGENDA APPROVALS

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that the following items on the consent agenda be approved:

1. Approval of Council Meeting Minutes – October 16, 2017

Motion unanimously carried.

2017-456 MINUTES

By Councilperson DeSana, supported by Councilperson Maiani

RESOLVED that the minutes of the meeting held under the date of October 16, 2017, be approved as recorded, without objection.

Motion unanimously carried.

NEW BUSINESS

2017-457 SMALL BUSINESS SATURDAY EVENT

By Councilperson DeSana, supported by Councilperson Maiani

WHEREAS the Small Business Saturday event is being held on Saturday, November 25th, 2017, and the Special Events Coordinator is requesting to use the following city property in conjunction with the event:

- Permission to utilize city property/sidewalks
- Permission to use property near the Clock Tower
- Permission to place balloons and signage along Downtown Wyandotte

BE IT RESOLVED that Council approves the use of city property as requested by the Special Events Coordinator for the November 25, 2017 Small Business Saturday event.

BE IT FURTHER RESOLVED that all future communications regarding special events shall include a listing of streets and areas to be used, including boundaries within the DDA district.

Motion unanimously carried.

2017-458 DOWNTOWN IN DECEMBER EVENTS

By Councilperson DeSana, supported by Councilperson Maiani

WHEREAS various holiday events are being scheduled to take place throughout Downtown Wyandotte between December 1st and 31st and use of city property is necessary to hold such events and activities, with permission being requested by the Special Events Coordinator to include the following areas:

- Permission to utilize city property/sidewalks/streets
- Permission to use property near the Clock Tower/along Biddle Avenue and the Theatre Lot
- Permission to place balloons and signage along Downtown Wyandotte

BE IT RESOLVED that Council concurs with the Special Events Coordinator to approve the use of city property for events and activities to take place downtown Wyandotte from December 1st – 31st, 2017.

BE IT FURTHER RESOLVED that all future communications regarding special events shall include a listing of streets and areas to be used, including boundaries within the DDA district.

Motion unanimously carried.

2017-459 HOLIDAY PERFORMANCE CONTRACT – PARADE APPEARANCE

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that Council approves the holiday performance contract for Mr. and Mrs. Olszewski for the 2017 Christmas Parade with funds to be paid from the Christmas Parade Expense Account (\$150) and the Third Friday Promotions Expense Account (\$525); AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

Motion unanimously carried.

2017-460 CHRISTMAS PARADE CARRIAGE CONTRACT

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that Council concurs with the Special Event Coordinator to approve the contract with Ann Arbor Carriage for the 2017 Christmas Parade, in the amount of \$595.00 to be paid from the Christmas Parade Account, #285-225-925-825.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract and a hold harmless agreement for the company on behalf of the City of Wyandotte.

Motion unanimously carried.

2017-461 ZAPPLICATION RENEWAL AGREEMENT

By Councilperson DeSana, supported by Councilperson Maiani

WHEREAS the Special Events Coordinator has requested to contract the services of ZAPP Software, LLC, in conjunction with the Wyandotte Street Art Fair 2018, AND

WHEREAS Zapp Software, LLC will provide an online application process for potential WSAF artists at a cost of \$1,000 with funds to be paid from the WSAF Expense Account (285-225-925-860).

BE IT RESOLVED that Council concurs with the Special Events Coordinator to APPROVE the contract for Zapp Software LLC, for the 2018 Wyandotte Street Art Fair, AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

Motion unanimously carried.

2017-462 SPECIAL EVENTS COORDINATOR JOB RESPONSIBILITY UPDATE

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that Council Concurs with the recommendation of the Downtown Development Authority and furthermore, accepts the proposal of the City of Wyandotte and Special Events Office/Coordinator for the 2018 fiscal year to organize and coordinate the Third Friday event with the below responsibilities/guidelines:

The Downtown Development Authority (DDA) is contracting with the City of Wyandotte (Special Events Office/Coordinator to organize the Wyandotte Third Friday events for the fiscal year of 2018 starting October 24th 2017 and ending on September 30th 2018. The DDA will notify the City of Wyandotte no later than July of 2018 if they wish to continue the agreement into the 2019 fiscal year. The City of Wyandotte will also notify the DDA no later than July if wish to continue the agreement as stands for the 2019 fiscal year.

Responsibilities of the City of Wyandotte/Special Events Office/Coordinator to organize Third Fridays:

- Receive sponsorship funding
- Process all invoices
- Create monthly budgets for the expense and revenue of the previous months event and present them to the DDA Board
- Negotiate contracts and agreements with vendors, organizations and partners of the events
- Create themes and marketing material
- Create and send out all applications for businesses, vendors, sponsors, etc.
- Meet with a business Third Friday advisory committee on an as needed basis to discuss ideas, themes and business participation

- Write all council letters for road closures and event permission in general
- Hire a part time employee at a rate of \$14 an hour for a max of 24 hours a week to assist in the coordination of events downtown. This is to be reimbursed by the DDA.
- Report on the Third Friday activities/issues/etc. to the DDA Chair and DDA Board
- The SE Office address and contact information will be used as the point of contact for posters, contracts, etc.
- The City of Wyandotte and DDA logos will appear on all Third Friday posters and marketing material for the 2018 fiscal year
- The DDA will supply approximately \$62,000 towards the Third Friday events for the fiscal year.

The City of Wyandotte's Special Events Coordinator will be responsible and in charge for Third Friday event activities, decisions, budgets and will work with the DDA Director as the point person for the DDA Board and a Third Friday event teammate, on an as needed basis to assist with the mentioned responsibilities.

BE IT FURTHER RESOLVED that the updated job description will be received and placed on file with the appropriate internal departments.

Motion unanimously carried.

2017-463 PD PLANNED DEVELOPMENT REFERRAL – 130 SPRUCE

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that the PD Planned Development District Application submitted by Gerald Kosmensky for 130 Spruce St. is hereby referred to the Planning Commission for the proper public hearing.

Motion unanimously carried.

2017-464 BID ACCEPTANCE, FILE #4713 – PARKING LOT UPGRADES

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that Council concurs with the City Engineer authorizing the acceptance of bid and hiring of Highway Maintenance and Construction of Romulus, Michigan, in the amount of \$165,532.00 for bid file #4713 (Parking Lot Upgrades) to be paid from account #492-200-850-543, with only the first nine lots being approved to be slurry sealed.

BE IT FURTHER RESOLVED that the information presented by the City Engineer is referred to TIFA to determine if they desire to complete additional parking lots via a budget amendment.

Motion unanimously carried.

2017-465 LIEN OF PROPERTY – 850 CHERRY

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that Council concurs with the recommendation of the City Engineer in the directing the City Attorney to file a lien against the property at 856 Cherry Street, Wyandotte, MI, Tax Id No. #57 021 05 0013 000, for the demolition of the home at 850 Cherry Street.

Motion unanimously carried.

2017-466 CITY PURCHASE OF 522-524 PLUM

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that Council concurs with the recommendation of the City Engineer to acquire the property at 522-524 Plum in the amount of \$52,500.00 to be appropriated from TIFA Area Funds; AND

BE IT RESOLVED that the Department of Legal Affairs, William R. Look, is hereby directed to prepare and sign the necessary documents and the Mayor and City Clerk be authorized to execute the Purchase Agreement; AND

BE IT FURTHER RESOLVED that the City Engineer is directed to demolish same upon completion of the Wyandotte Historical Commission inspection of the home as it pertains to the preservation of historical and cultural items for the City of Wyandotte.

Motion unanimously carried.

2017-467 ANTENNA SITE LICENSING AGREEMENT, VERIZON WIRELESS

By Councilperson DeSana, supported by Councilperson Maiani

BE IT RESOLVED that Council approves the Consent Letter to Antenna License Agreement for the tower at 365 Hudson with Verizon Wireless; AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute said Letter.

Motion unanimously carried.

BILLS & ACCOUNTS**2017-468 BILLS & ACCOUNTS**

By Councilperson DeSana, supported by Councilperson Maiani

RESOLVED that the total bills and accounts of \$1,247,984.70 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

Motion unanimously carried.

REPORTS & MINUTES

Beautification Commission	October 11, 2017
Design Review Committee	October 17, 2017
Zoning Board of Appeals & Adjustment	October 4, 2017

REMARKS OF THE MAYOR, COUNCIL, & ELECTED OFFICIALS

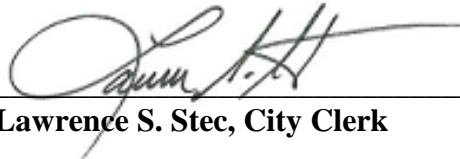
None

ADJOURNMENT**2017-469 ADJOURNMENT**

By Councilperson DeSana, supported by Councilperson Maiani

RESOLVED, that this regular meeting of the Wyandotte City Council be adjourned at 7:42 p.m.

Motion unanimously carried.



Lawrence S. Stec, City Clerk