

# Southgate City Council Agenda

## Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday February 15, 2023

6:30pm

## Work Study Session

1. Citizen Award Presentation
2. Presentation to Mark Farrah
3. Officials Reports
4. Discussion of Agenda Items

7:00 pm

## Regular Meeting

### *Pledge of Allegiance*

#### Roll Call:

Colovos, Farrah, George, Graziani, Kuspa, Rauch, Zamecki

#### Minutes:

1. Work Study Session Minutes dated February 1, 2023
2. Regular City Council Meeting Minutes dated February 1, 2023

*Motion to enter into closed session: 1. Collective Bargaining Agreement: Command Officers  
2. Discussion Re: Whiteaker -v- Southgate*

#### Scheduled Persons in the Audience:

#### Consideration of Bids:

#### Scheduled Hearings:

#### Communications "A":

1. Memo from Administrator; Re: Collective Bargaining Agreement: Command Officers Page 5
2. Letter from Mayor; Re: Purchase of PowerTime Scheduling Software **WAIVER OF BID** Page 6
3. Letter from Mayor; Re: Purchase of Livescan 500 Palm Scanner Upgrade - **WAIVER OF BID** Page 10
4. Letter from Mayor; Re: Reimbursement to Police Officers for Police Academy Costs; Page 14  
Police Cadet Policy #8-96
5. Memo from Administrator; Re: Request for Public Hearing for Demolition of 16133 Eureka Rd. Page 18
6. Letter from Building Director; Re: Approval of Application for Great Lake Fence Company Page 20

#### Communications "B" – (Receive and File):

1. Letter from Councilman Mark Farrah; Re: Resignation from City Council Page 26

#### Ordinances:

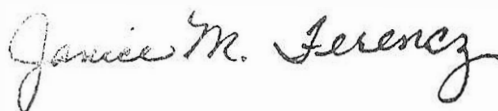
#### Old Business:

#### New Business:

#### Unscheduled Persons in the Audience:

**Claims & Accounts: Warrant #1467 \$5,035,074.21**

#### Adjournment:



Janice M. Ferencz, City Clerk

City Council

## Work Study Session

February 1, 2023

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An Informal Meeting of the Council of the City of Southgate was held on February 1, 2023 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

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Present: Bill Colovos, Mark Farrah, Karen George, Christian Graziani, Zoey Kuspa, Phil Rauch

Absent: \*Dale Zamecki, \*excused

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, City Treasurer Chris Rollet, ACA/Finance Director Doug Drysdale, City Clerk Janice Ferencz, City Engineer John Hennessey, Public Safety Director Joe Marsh, Police Chief Mark Mydlarz, DPS Director Kevin Anderson, Building Inspections Director Tim Leach, Parks & Recreation Director Julie Goddard

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*Discussed the following agenda items:*

- Bid for purchase and delivery of trees
- Waiver bid/extension of heating and cooling maintenance (2 years)
- Waiver bid/extension grounds maintenance and weed cutting 2 years)
- Proposed schedule FY 2023/24 budget process
- 2<sup>nd</sup> reading ordinance 1298.13, 1298.17 and 300.07(3) exterior walls

This meeting ended at 6:42 pm.

# City of Southgate

## Regular City Council Meeting

### February 1, 2023

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, February 1, 2023 in the Southgate City Hall Council Chambers and was called to order at 7:00 PM by Council President Zoey Kuspa.

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

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Present: Bill Colovos, Mark Farrah, Karen George, Christian Graziani, Zoey Kuspa, Phil Rauch  
Absent: \*Dale Zamecki, \*excused

Also Present: Mayor Joseph G. Kuspa, City Attorney Ed Zelenak, City Administrator Dan Marsh, ACA/Finance Director Doug Drysdale, City Clerk Janice Ferencz, City Treasurer Chris Rollet, City Engineer John Hennessey, Public Safety Joe Marsh, Police Chief Mark Mydlarz, DPS Director Kevin Anderson, Building Inspections Director Tim Leach, Parks & Recreation Director Julie Goddard

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#### **Minutes:**

Moved by Colovos, supported Rauch, RESOLVED, that the minutes of the City Council Work Study Session dated January 18, 2023 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Farrah, RESOLVED, that the minutes of the Regular City Council Meeting dated January 18, 2023 be approved as presented. Carried unanimously.

#### **Consideration of Bids:**

1. Letter from Mayor; Re: Bid for Purchase and Delivery of Trees moved by George, supported by Farrah, RESOLVED THAT the Southgate City Council hereby awards the bid for purchase and delivery of trees to Schichtel's Nursery, Inc. (7420 Peters Road, Springville, NY 14141).

Motion carried unanimously.

#### **Communications "A":**

1. Letter from Mayor; Re: Heating and Cooling Maintenance (waiver of bid) moved by Rauch, supported by Farrah, RESOLVED that the Southgate City Council waives the bid procedure and extends the current contract for heating and cooling maintenance with Flo Aire Heating & Cooling (15761 Eureka Road, Southgate, MI 48195) for a two-year period at current contract prices of \$25.00 per hour (M-F); \$78.00 per hour (Saturday, Sunday and Holiday) and seasonal maintenance Spring and Fall \$7,950 each season.
2. Letter from Mayor; Re: Grounds Maintenance and Weed Cutting (waiver of bid) moved by Colovos, supported by George, RESOLVED THAT the Southgate City Council waives the bid procedure and extends the current contract for a two-year period at current contract pricing from 2022 rates with US Lawns (15040 Dumay St, Southgate, MI 48195)

Motion carried unanimously.



## Regular City Council Meeting

### February 1, 2023

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3. Memo from ACA/Finance Dir.; Re: Proposed Schedule – FY 2023/24 Budget Process moved by Rauch, supported by Farrah, RESOLVED THAT the Southgate City Council concurs with the Proposed Schedule FY 2023/24 Budget Process as follows:

Budget Workshop	Saturday, April 1, 2023	8:00 a.m.
Public Hearing on Budget	Wednesday, May 3, 2023	7:00 p.m.
Adoption of Budget by City Council	Wednesday, May 17, 2023	7:00 p.m.

Motion carried unanimously.

#### **Ordinances:**

1. Second reading of Proposed changes to Ordinances 1298.13, 1298.17 regarding Exterior Walls and 300.07(e)) moved by George, supported by Rauch, RESOLVED THAT the Southgate City Council gives the second reading to adopt an ordinance to amend the City of Southgate Codified Ordinances to amend Ordinance 1298.13, Walls and Earth Berms, Ordinance 1298.17 Exterior Building Wall Materials and Ordinance 300.07(3) Fines associated 1298.17. This ordinance will be otherwise known as Ordinance 1031.

Motion carried unanimously.

#### **Claims and Accounts:**

Moved by Graziani, supported by Rauch, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1466 for \$2,033,365.38.

Motion carried unanimously.

#### **Adjournment:**

Moved by Colovos, supported by George, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:08 P.M. Carried unanimously.

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Zoey Kuspa  
Council President

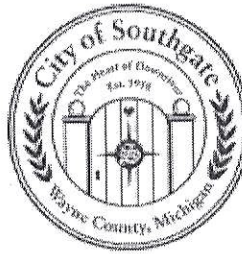
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Janice M. Ferencz  
City Clerk

JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*  
CHRISTIAN CRAZIANI  
BILL COLOVOS  
MARK FARRAH  
KAREN E. GEORGE  
PHILLIP J. RAUCH  
DALE W. ZAMECKI

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator *DM*

Date: February 8, 2023

Re: Collective Bargaining Agreement; Command Officers

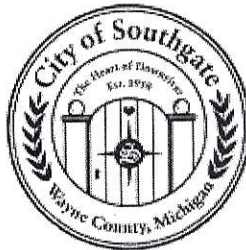
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As previously discussed at this evening's Executive Session, the Administration has presented the City Council with a tentative agreement with the Command Officers Association. The Administration believes that the adoption of this agreement is in the best interest of the City. Therefore, the Administration respectfully requests that the City Council authorize the Mayor and City Clerk to sign on behalf of the City. Please do not hesitate to contact me with any additional questions.

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
Council President  
CHRISTIAN GRAZIANI  
BILL COLOVOS  
MARK FARRAH  
KAREN E. GEORGE  
PHILLIP J. RAUCH  
DALE W. ZAMECKI

February 8, 2023

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Purchase of PowerTime Scheduling Software – **Waiver of Bid**

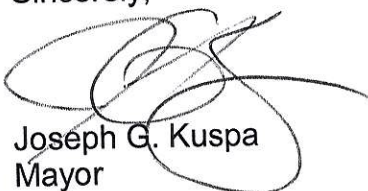
Ladies and Gentlemen:

I have reviewed the above with the Director of Public Safety, and concur with his recommendation to waive the bid procedure and award the purchase of PowerTime scheduling software to Power DMS (Orlando FL). The initial subscription cost is \$1,106.00 for the period through June 30, 2023, plus a one-time setup fee of \$2,300.00, for a total initial cost of \$3,406.00. The annual price beginning in July 2023 will be \$3,349.60 per year.

Adequate funds are available for this purchase in the General Fund.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,



Joseph G. Kuspa  
Mayor

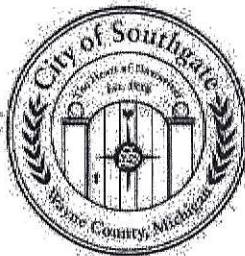
JGK/law



JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



## City of Southgate

### CITY COUNCIL

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PHILIP J. RAUCH

DALE W. ZAMECKI

### MEMORANDUM

**TO:** The Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director <sup>DWD</sup>

**DATE:** February 8, 2023

**RE:** Recommendation to Purchase PowerTime Scheduling Software from PowerDMS – WAIVER OF BID

I have reviewed the above with the Director of Public Safety, and concur with his recommendation to award the purchase of PowerTime scheduling software to Power DMS (Orlando FL). The initial subscription cost is \$1,106.00 for the period through June 30, 2023, plus a one-time setup fee of \$2,300.00, for a total initial cost of \$3,406.00. The annual price beginning in July 2023 will be \$3,349.60 per year.

Adequate funds are available in the General Fund for this purchase.



## SOUTHGATE POLICE DEPARTMENT MEMO

To: Honorable Mayor Kuspa  
From: Joe Marsh, Director of Public Safety  
Re: Purchase approval / Waiver of Bid  
Date: February 2<sup>nd</sup>, 2023

Dear Mayor Kuspa,

Since March of 2009 the Police Department has been using a scheduling software, Telestaff, to assist us in tracking employee hours worked, time off requests, overtime, court appearances, shift staffing levels, timekeeping tasks, and much more. The Telestaff program is no longer serviced with updates or technical support by the company and is starting to have many technical issues. Thus, we are now looking for a new scheduling software.

IT Director Jason Rucker has contacted several different companies that provide such scheduling software for police departments. Mr. Rucker has sat through a few demos of products as well as received quotes from three different companies. The program that we liked most is the PowerTime package through PowerDMS. PowerDMS is also a company that we currently work with for our document storage for both the police and fire departments and our Accreditation program. The PowerTime program will provide us with the ability to schedule officers for shift work, track hours worked, overtime, court appearances, complete timecards, payroll reports, notify employees of available shifts, and much more.

Transitioning to a new scheduling platform is a critical need for us at this point and we are requesting to purchase the PowerTime Scheduling Program through PowerDMS. The initial cost will be \$1,106.00 prorated to get us through June 30<sup>th</sup>, with a onetime setup fee of \$2,300.00 for a total of \$3,406.00. After that the annual price will be \$3,349.60 which we will be accounting for in the police department fiscal budget.

It is my recommendation that we purchase PowerTime Scheduling through PowerDMS, located at 101 S. Garland Ave. Ste 300, Orlando, FL 32801 in the amount of \$3,406.00 initially with an annual recurring cost of \$3,349.60 built into the annual police department budget.

With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on February 15<sup>th</sup>, 2023, for purpose of purchase approval and waiver of bid.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph L. Marsh".

Joseph L. Marsh

Director of Public Safety

cc: City Administrator, Finance Director, Chief Mydlarz, Public Safety Commission (7), file



**City of Southgate MI**  
**Police Dept Scheduling Software**  
**Summary of Cost Proposals**

	<i>PowerDMS</i>	<i>PACE Scheduler</i>	<i>BS&amp;A</i>	<i>Andrews Technology</i>
Initial Cost	\$ 1,106.00	\$ 4,800.00	\$ 10,395.00	\$ 5,940.00
One-time Setup Fee	\$ 2,300.00	\$ -	\$ 4,845.00	\$ 6,000.00
Year 1 Cost	\$ 3,406.00	\$ 4,800.00	\$ 15,240.00	\$ 11,940.00
Annual Subscription	\$ 3,349.60	\$ 4,800.00	\$ 2,080.00	\$ 2,940.00
5-Year Costs (projected)	\$ 16,804.40	\$ 24,000.00	\$ 23,560.00	\$ 23,700.00

\* PowerDMS pro-rated 1st year amount thru 06/30/2023

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
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PHILLIP J. RAUCH  
DALE W. ZAMECKI

February 9, 2023

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Purchase of Livescan 500 Palm Scanner Upgrade – **Waiver of Bid**

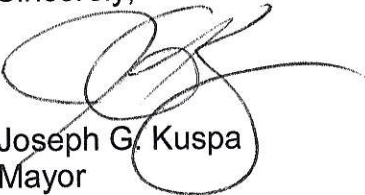
Ladies and Gentlemen:

I have reviewed the above with the Director of Public Safety, and concur with his recommendation to waive the bid procedure and award the purchase of a Livescan 500 Palm Scanner Upgrade to IDNetworks Identification Technologies, Ashtabula, OH. The purchase price of the equipment and related supplies is \$10,278.00.

Adequate funds are available for this purchase through a grant secured by the Police Department through the Michigan State Police.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,

  
Joseph G. Kuspa  
Mayor

JGK/law

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



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DALE W. ZAMECKI

### MEMORANDUM

**TO:** The Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director

**DATE:** February 8, 2023

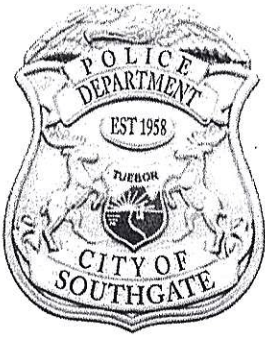
**RE:** Recommendation to Purchase Livescan 500 Palm Scanner Upgrade –  
WAIVER OF BID

I have reviewed the above with the Director of Public Safety, and concur with his recommendation to award the purchase of one (1) Livescan 500 Palm Scanner Upgrade from IDNetworks Identification Technologies (Ashtabula OH). This palm scanner will replace the current fingerprint scanner being utilized with upgraded technology. IDNetworks is the recommended vendor from the Michigan State Police for the replacement equipment.

The cost for the piece of equipment and the related supplies amounts to \$10,278.00. The police department has secured a grant through the Michigan State Police for full reimbursement of the cost of the equipment.

Federal forfeiture funds will be used for the initial purchase, with reimbursement from the grant upon submission of the receipts.





## SOUTHGATE POLICE DEPARTMENT MEMO

To: Honorable Mayor Kuspa  
From: Joe Marsh, Director of Public Safety  
Re: Purchase approval / Waiver of Bid  
Date: February 2<sup>nd</sup>, 2023

Dear Mayor Kuspa,

IT Director Jason Rucker has been working extensively with the Michigan State Police on an upgrade option for our Fingerprint Livescan Machine at the police department. This project upgrade will provide our department with a Livescan 500 Palm Scanner, supply kit containing 5 silicone pads and cleaning pads, windows 10 64-bit for connectivity, and remote installation and training. The cost for this upgrade will be \$10,278.00 when purchased through IDNetwork which is the recommended vendor working with the Michigan State Police for this project. This upgrade will allow the police department to not only capture fingerprints but full palm scans of criminal offenders during our arrest processing. IT Director has secured a Grant with the Michigan State Police which will allow a full reimbursement cost of the Livescan 500 Palm Scanner after purchase.

It is my recommendation that we purchase one Livescan 500 Palm Scanner Upgrade and supplies as outlined in the attached quote received from IDNewtworks Identification Technologies, located at 7720 Jefferson Road, Ashtabula, Ohio 44004 in the amount of \$10,278.00.

With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on February 15<sup>th</sup>, 2023, for purpose of purchase approval and waiver of bid.

Adequate funding is available in the Federal Forfeiture Account, this purchase falls under the guidelines that governs the use of these funds.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph L. Marsh".

Joseph L. Marsh

Director of Public Safety

cc: City Administrator, Finance Director, Chief Mydlarz, Public Safety Commission (7), file



# Sales Quotation

January 19, 2023

☒ Replacement System ☐ New System

QUOTE #: 23-0119-05 BILL TO: SHIP TO:

ID Networks, Inc.  
7720 Jefferson Road  
Ashtabula, Ohio 44004

Phone 800-982-0751  
Fax 440-992-1109

E-mail [jwheelock@idnetworks.com](mailto:jwheelock@idnetworks.com)

Rep Name John Wheelock

Web Site [www.idnetworks.com](http://www.idnetworks.com)

Company  
Contact Jason Rucker  
Address Director of Information Technology  
City of Southgate  
14710 Reaume Parkway  
Southgate, MI 48195

Phone  
Fax  
Direct: 734-284-3800  
Internal: 6805

Email [JRucker@SouthgateMI.gov](mailto:JRucker@SouthgateMI.gov)  
Website

Company  
Contact  
Address

Phone  
Fax

E-mail  
Method

Item	Part #	Description	Qty	Unit Price	Extended Price
1	PALM-SCANNER	LSCAN 500 Palm Scanner Upgrade	1	\$9,995	\$9,995
2	SUPPLYKIT-500	LSCAN 500 Supply Kit (5 silicone pads & 5 tape cleaner pads)	1	\$283	\$283
3	PC-WIN10	Windows 10 64-bit PC (no charge - if current on maintenance) - IDN will decide if current PC can be upgrade or will need to be replaced.	1	\$900	\$0
4	TS-IMPLEM-REMOTE	Remote Installation & Training (no charge - if current on maintenance)	1	\$495	\$0

Pricing: ☒ State ☐ Federal ☐ Commercial Sales Tax: ☐ Non Exempt ☒ Exempt

## Payment Terms:

☒ Net Terms ☐ Contract ☐ 50% Down, Balance due upon Installation

Subtotal:	\$10,278
Sales Tax:	
Shipping & Handling:	
Other:	
<b>TOTAL:</b>	<b>\$10,278</b>

Notes: Price only valid for paying service customers.

Future annual maintenance costs will be adjusted accordingly to reflect the 1 year warranty period. Once the warranty period is over, maintenance cost will go back to the previous amount. Please call for further details.

Customer

Approval: \_\_\_\_\_  
Name Title

Signature Date

PO #: \_\_\_\_\_

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
Council President

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BILL COLOVOS

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PHILLIP J. RAUCH

DALE W. ZAMECKI

February 10, 2023

To the Honorable  
City Council  
Southgate, Michigan 48195

Re: Reimbursement to Police Officers for Police Academy Costs; Police Cadet Policy #8-96

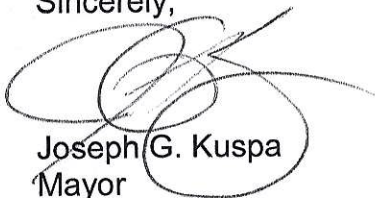
Ladies and Gentlemen:

I have reviewed the above with the Director of Public Safety, and concur with his recommendation to approve reimbursement to current police officers for their police academy costs while Southgate police cadets. Southgate Police Cadet Policy #8-96 Section IX, "Cadet to Police Officer Program", allows reimbursement of tuition costs to cadets who successfully complete the police academy and transition to police officer positions.

This reimbursement shall occur over the next consecutive five (5) years of service. Adequate funds are available in the General Fund for this reimbursement.

Your favorable consideration of this matter is greatly appreciated.

Sincerely,



Joseph G. Kuspa  
Mayor

JGK/law

NORMA J. WURMLINGER MUNICIPAL BUILDING  
14400 DIX-TOLEDO ROAD • SOUTHGATE, MICHIGAN 48195 • 734-258-3022 • FAX: 734-246-1414



JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

CHRISTOPHER P. ROLLET  
Treasurer



## City of Southgate

- CITY COUNCIL -

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Council President

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BILL COLOVOS

MARK FARRAH

KAREN E. GEORGE

PHILLIP J. RAUCH

DALE W. ZAMECKI

### MEMORANDUM

**TO:** The Honorable Mayor and City Council

**FROM:** Douglas Drysdale, Assistant City Administrator / Finance Director

**DATE:** February 9, 2023

**RE:** Recommendation to Approve Reimbursement to Police Officers for Police Academy Costs in accordance with Southgate Police Cadet Policy #8-96

I have reviewed the above with the Director of Public Safety, and concur with his recommendation to approve reimbursement to current police officers for their police academy costs while Southgate police cadets, in accordance with Southgate Police Cadet Policy #8-96. Section IX, "Cadet to Police Officer Program", allows reimbursement of tuition costs to cadets who successfully complete the police academy and transition to police officer positions. This reimbursement shall occur over the next consecutive five (5) years of service.

Adequate funds are available in the General Fund for this reimbursement.

DIRECTOR  
OF PUBLIC SAFETY  
JOSEPH L. MARSH

CHIEF  
MARK A. WHEELER

ADMINISTRATIVE  
COUNCIL

PHONE: (734) 258-0640



## City of Southgate

Police Department

14710 REALME PARKWAY

CIVIC CENTER

SOUTHGATE, MICHIGAN 48195

(734) 258-3000

INVESTIGATIVE  
BUREAU  
(734) 258-3054

ORDINANCE  
OFFICER  
(734) 258-3036

FAX: (734) 246-1381

To: Dan Marsh, City Administrator and Doug Drysdale, Finance Director

From: Joe Marsh, Director of Public Safety

Ref: Reimbursement of Academy for prior Cadets

Date: February 3<sup>rd</sup>, 2023

When established in March of 2017, **Southgate Police Cadet Policy, 8-96**, indicated in Section IX. **"Cadet to Police Officer Program", Subsection E. that "the Cadet to Police Officer Program, the credit guidelines will allow reimbursement of the police academy tuition over the course of the next consecutive five (5) years of service."** The program has been successful at transitioning Police Cadets to Police Officer positions.

The Cadet to Officer Program has resulted in the hiring of Police Officer Adam Willinger and Officer Allison Sjoblom. Officer Willinger graduated from the Schoolcraft College Police Academy in July/2020 and Officer Sjoblom graduated from the Schoolcraft College Police Academy in May/2021. After graduation from the academy Officer Willinger began his career as a Police Officer with our department on July 26<sup>th</sup>, 2020 and Officer Sjoblom began her career with us on May 30<sup>th</sup>, 2021.

Thus, according to our Southgate Police Policy 8-96, both will be entitled to their academy tuition costs in evenly distributed reimbursement payments over the next five years. Below is a breakdown of the payments owed to each officer and a schedule of the remaining payments. These reimbursements will be initially taken out of our Police Department Training funds. Further, to offset these costs in our fiscal year budget 2022-2023, we have budgeted for two police cadets, however, have only employed one Cadet so far this year and one of those budgeted positions has been vacant for the last six months. That vacant Cadet position is for 624 yearly hours at \$13.00 per hours for a total of \$8,112. Thus, I am requesting to recapture these unspent funds for this Cadet Position and add them to our training fund to cover the cost of these reimbursements.



Officer Adam Willinger:

Total Amount owed for Police Academy: \$7,338.00

Start Date as Officer:	July 26 <sup>th</sup> , 2020	
1 <sup>st</sup> Year of Service:	July 26 <sup>th</sup> , 2021	\$1467.60 owed
2 <sup>nd</sup> Year of Service:	July 26 <sup>th</sup> , 2022	\$1467.60 owed
3 <sup>rd</sup> Year of Service:	July 26 <sup>th</sup> , 2023	\$1467.60
4 <sup>th</sup> Year of Service:	July 26 <sup>th</sup> , 2024	\$1467.60
5 <sup>th</sup> Year of Service:	July 26 <sup>th</sup> , 2025	\$1467.60

To date Officer Willinger is owed for his 1st and 2nd year reimbursement totaling \$2,935.20. Year three reimbursement will be due on July 26<sup>th</sup>, 2023 and will be budgeted for in the 2023/2024 fiscal budget.

Officer Allison Sjoblom owed for Police Academy: \$7,976.00

Start Date as Officer:	May 30 <sup>th</sup> , 2021	
1 <sup>st</sup> Year of Service:	May 30 <sup>th</sup> , 2022	\$1595.20 owed
2 <sup>nd</sup> Year of Service:	May 30 <sup>th</sup> , 2023	\$1595.20 owed this budget cycle on May 30th
3 <sup>rd</sup> Year of Service:	May 30 <sup>th</sup> , 2024	\$1595.20
4 <sup>th</sup> Year of Service:	May 30 <sup>th</sup> , 2025	\$1595.20
5 <sup>th</sup> Year of Service:	May 30 <sup>th</sup> , 2026	\$1595.20

To date Officer Sjoblom is owed for her 1<sup>st</sup> year reimbursement totaling \$1,595.20. Her year two reimbursement will be due May 30<sup>th</sup>, 2022 and will come out of this fiscal year budget. Her year three reimbursement will be budgeted for in the 2023/2024 fiscal year budget.

Total due now to both officer is \$4,530.40. I am respectfully requesting for payment to be made to both officers as described above.

Enclosed is a copy of our contract and both officers academy tuition statements.

Respectfully,



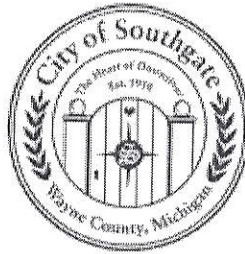
Joseph L. Marsh  
Director of Public Safety



JOSEPH G. KUSPA  
*Mayor*

JANICE M. FERENCZ  
*City Clerk*

CHRISTOPHER P. ROLLET  
*Treasurer*



## City of Southgate

- CITY COUNCIL -

ZOEY KUSPA  
*Council President*

CHRISTIAN GRAZIANI

BILL COLOVOS

MARK FARRAH

KAREN E. GEORGE

PHILLIP J. RAUCH

DALE W. ZAMECKI

### Memorandum

To: Honorable City Council Members

From: Dan Marsh, City Administrator

Date: February 9, 2023

Re: Request for Public Hearing for Demolition of 16133 Eureka Rd

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On February 7, 2023 the Dangerous Buildings Board met to discuss 16133 Eureka Rd. The Dangerous Buildings Board recommends to City Council that the property be demolished using the insurance surety escrow of \$13,835 within 45 days of the public hearing. Therefore, the Administration recommends the City Council schedule a public hearing for the March 1<sup>st</sup>, 2023 Council Meeting to discuss and affirm the recommendation of the Dangerous Buildings Board.

# DANGEROUS BUILDING BOARD

## MINUTES

16133 EUREKA

February 7, 2023

Present: Robert Hines Dangerous Buildings Board, Mike Yoos Dangerous Buildings Board, Tim Leach Building Inspections Director, Ed Zelenak City Attorney, and Michelle Gendron Building Department Secretary.

The meeting was called to order at 3:06pm with the Dangerous Building Board considering the residential property at 16133 Eureka.

Roll Call was taken: Robert Hines and Mike Yoos present to constitute a quorum.

Motion by Yoos, supported by Hines to nominate Bob Hines as chairman and Mike Yoos as vice Chairman. Motion carried unanimously.

Director Leach presented the following:

Notices were sent out in March 2022 and September 2022 to apply for permits to repair property, no response.

Sent certified letter on January 6, 2023 with no response.

Bob Hines said the property is unsafe and in need of securing. Fire Department confirmed they would go by and secure the building.

Motion by Hines, supported by Yoos to recommend to City Council 16133 Eureka be demolished using the insurance surety escrow of \$13,835.00 within 45 days. Motion carried unanimously

Motion by Hines, supported by Yoos to adjourn the meeting at 3:18pm . Motion carried unanimously.

Respectfully submitted

Michelle Gendron



# City of Southgate

DEPARTMENT OF BUILDING AND SAFETY ENGINEERING  
14400 DIX-TOLEDO ROAD, SOUTHGATE MICHIGAN 48195  
PHONE: (734) 258-3027  
FAX: (734) 281-6670  
[www.southgatemi.org](http://www.southgatemi.org)

February 1, 2023

City Council

Great Lakes Fence Company has submitted an application for an addition of 3-strand barbwire on top of an existing 6' high fence at the location of 12862 Reeck Rd known as Frito Lay. Based on 1298.14 (c) which states "No person shall place or maintain any barbed wire fencing or any strands of barbed wire along the line of or in any public street, alley, sidewalk or other public place in the City, nor shall any person build or maintain any line fence composed wholly or partly of barbed wire."

Based on this, the application must be denied. However, it also states in the same section "This section maybe waived upon application to City Council, and Council may, in its discretion, grant permission for the installation of strands of barbed wire upon the top of any fence surrounding non-residential property, and not abutting residential property where council deems such installation of barbed wire to be necessary for the protection of the improvements or goods contained within the area so fenced from theft, vandalism, injury or other malicious mischief."

Based on this and the location of the fence, and the current state of vandalism in this area, the Building Official would recommend this application be approved.

Sincerely,

Timothy L. Leach  
Building Inspections Director

TLL/mg



# 12862 REECK RD

Write a description for your map.

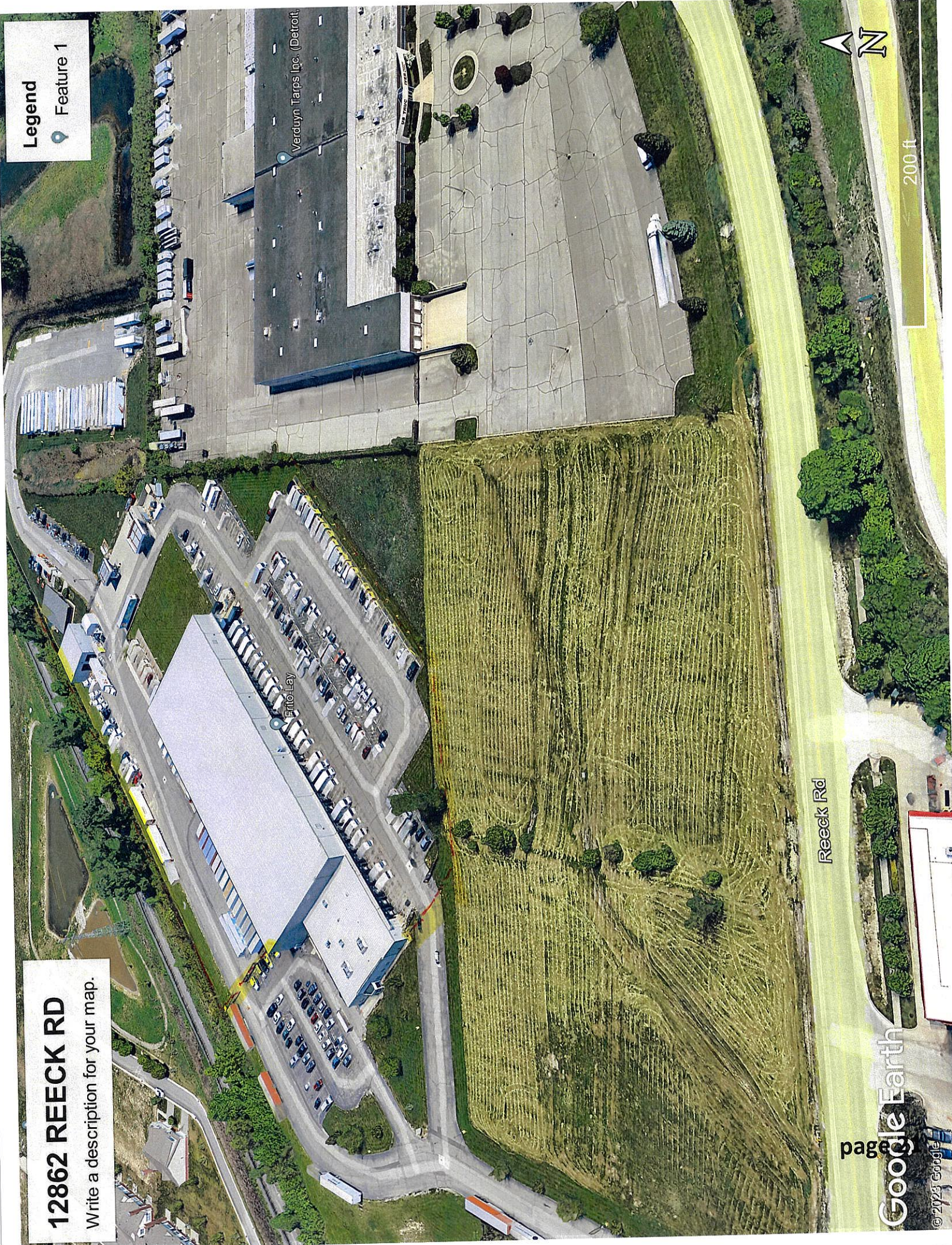
Legend

Feature 1

Reeck Rd

Verduyn Tarps Inc. (Detroit)

Erto Lay







# City of Southgate – Fence Permit Application

DEPARTMENT OF BUILDING AND SAFETY ENGINEERING

14400 DIX-TOLEDO ROAD, SOUTHGATE, MI 48195

PHONE: (734) 258-3030 FAX: (734) 281-6670

www.southgatemichigan.org

RECEIVED

JAN 24 2023

## COMPLETE ALL AREAS – MUST SUBMIT PAYMENT WITH APPLICATION

A planning/zoning review fee will be charged to all applications at the time they are submitted to the Building Department. Exceptions to the fee: removing/replacing roofing, siding and windows. The planning/zoning review fee does not include your building permit fee. There is a \$24 fee to all cancelled permits. There is also a \$50 application fee.

Plans will not be reviewed until your planning/permit fees have been paid.

Date:	01/24/2023	Job Address:	12962 Reock Rd. Southgate, MI 48195
<b>Property Owner Information:</b>			
Name:	Rolling Frito-Lay Sales LP		
Address:	10 Iverness Drive East, Ste 250 Englewood, CO 80012		
Phone:	402-706-3378	Email:	Miko.Kaloust@pepsico.com
<b>Contractor Information:</b>			
Name:	Great Lakes Fence Company, Inc		
Address:	18540 Greenfield Rd Detroit, MI 48235		
Phone:	313-273-2900	Email:	Linda@greatlakesfence.com
Interior Lot or Corner Lot:	Interior	Cost of Construction:	\$ 10,000.00

## Type, height, and lineal feet of material to be used:

TYPE	WOOD	VINYL	ORNAMENTAL/STEEL	METAL	WIRE	MASONRY	OTHER
HEIGHT					Add 3-strand barb wire on existing 6' high black vinyl chain link fence		
# OF FEET					1200'		

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the applicant information. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws by the State of Michigan.

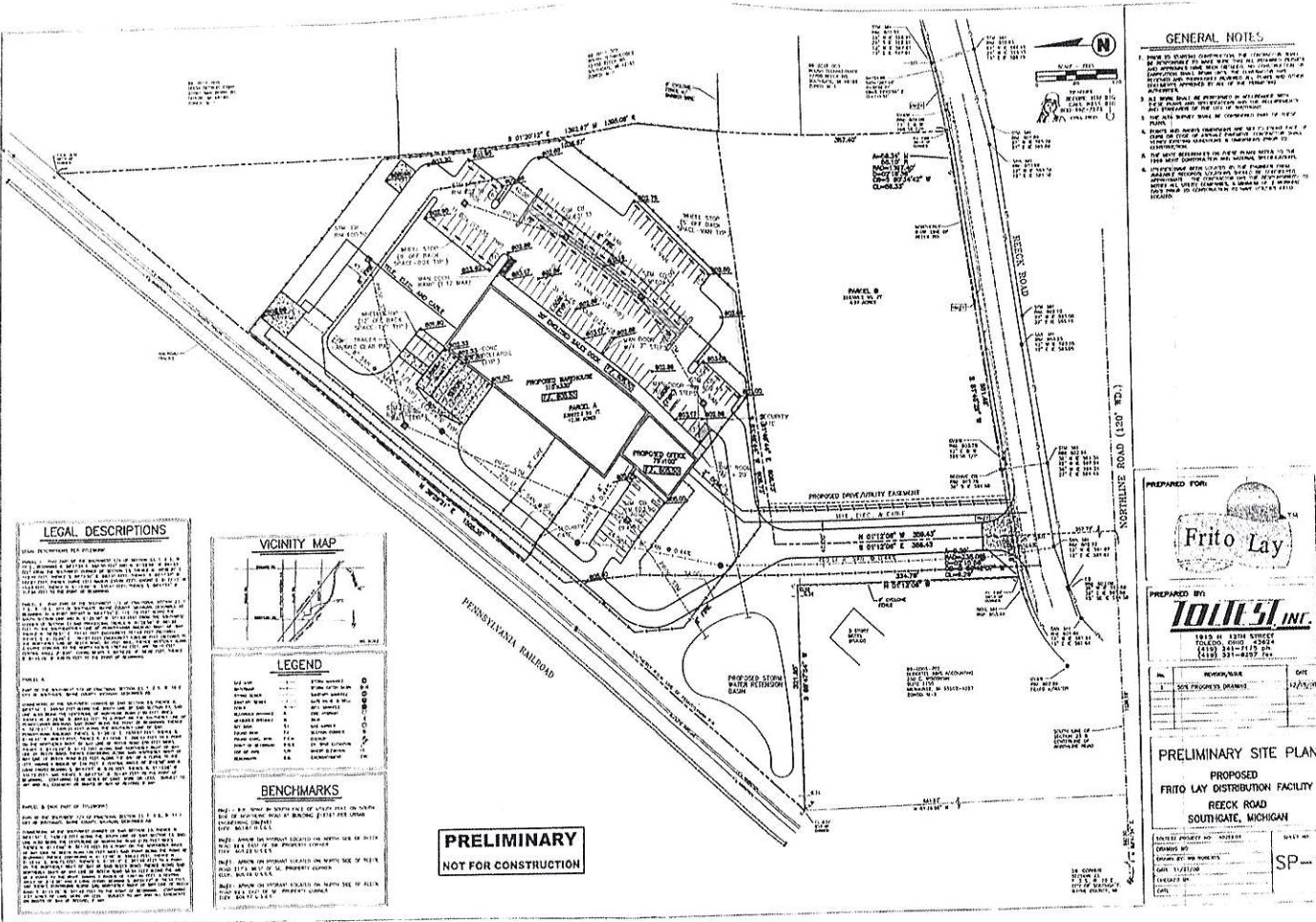
Section 23a of the state construction code, act 1972-1972 PA 230: MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines. A permit will be cancelled when no inspections are requested and conducted within six months of the date of issuance or the date of a previous inspection. Cancelled permits will not be refunded or reinstated. NOTE: This permit specifically relates to City Ordinances and does not address Homeowner Association Bylaws.

Applicant Signature

Building Approval



Must go to City Council  
for Approval per 1298.14(c)  
1-25-2023





## 1298.14 FENCES.

(a) Permits. To construct or replace a partition fence, a site plan shall be submitted and approved, and a zoning permit issued by the Building Department to the property owner or contractor, to ensure proper placement as regulated by this chapter.

(b) Construction Materials and Specifications for Partition Fences. Any owner of a lot in the City may construct and maintain partition fences between his or her own lot and the next adjoining lots. Such partitions include any barrier constructed or reconstructed to partition all or part of a lot, including cyclone or chain-link fences, split-rail or ranch-type fences, ornamental or privacy fences, hedges and shrubbery utilized as a means of division, and other similar means of partitioning an area.

All other partition fences shall be constructed of self-supporting posts, at a maximum height of six feet, eight inches. The material and design of same shall be approved by the Building Department. Chain-link fences which contain colored slats for screening that are woven between the links shall be of a neutral color (beige, tan, cream, etc.) and shall be kept in good repair.

(c) Barbed Wire Fences. No person shall place or maintain any barbed wire fencing or any strands of barbed wire along the line of or in any public street, alley, sidewalk or other public place in the City, nor shall any person build or maintain any line fence composed wholly or partly of barbed wire. This section may be waived upon application to Council, and Council may, in its discretion, grant permission for the installation of strands of barbed wire upon the top of any fence surrounding nonresidential property, and not abutting residential property, where Council deems such installation of barbed wire to be necessary for the protection of the improvements or goods contained within the area so fenced from theft, vandalism, injury or other malicious mischief.

(d) Decorative Front Yard Fences. A decorative fence is one that's primary purpose is to contribute to the overall aesthetic of the residential structure. Decorative fences may be installed in accordance with the following conditions and with the approval of the Building Department.

(1) The decorative fence may be installed in the front yard provided the fence is placed along the side property lines from the front building line to within one foot of the sidewalk.

(2) The maximum height of such fence shall be no taller than thirty inches from the grade.

(3) All fence material shall be painted and kept in good repair.

(4) Decorative fencing shall be constructed of wood, vinyl, wrought iron, or other decorative material. Chain-line is not considered a decorative fence.

(e) Side Lot Line Fences.

(1) Side lot line fences may be erected from the rear lot line to within six feet of the front building line. The Building Official may approve an exception to allow the fence to be developed to the front building line in the case of extenuating circumstances, such as the screening of mechanical equipment a side door closer than six feet to the front of the building, etc.

(2) Residential lots or parcels of land adjacent to a public alley or commercial property may extend a privacy fence to the front line of such property upon determination by the Building Department that the extension is necessary to protect the residents of the property from noise, traffic, debris or other invasion of property. However, at a distance of fifteen feet from the front property line, the privacy fence must be reduced to three feet in height to accommodate clear corner site distances.

(f) Surveys; Mutual Agreements. Adjacent owners of lots, between which a partition fence is to be erected where no fence previously existed or where a fence exists and is to be relocated, shall obtain the services of a registered land surveyor who shall establish the partition line between such lots installing suitable markers at the corners of said lots. A certificate of the registered surveyor indicating



that the markers have been placed as required shall be presented to the Building Department before a permit to erect the fence will be issued.

Where adjacent property owners mutually agree upon the location of a partition fence, a written statement to that effect signed by both adjoining property owners shall be presented to and approved by the Building Department in lieu of the certificate of a registered surveyor. The adjacent property owners will then be responsible for the placement of the partition fence.

(g) Maintenance.

(1) When a solid or opaque fence is constructed immediately adjacent to an existing chain-link fence it shall be the responsibility of the new fence owner to maintain the property that is located between the existing and new fence. This property shall be kept in an orderly appearance, free of weeds or other noxious plant materials.

(2) When the fence is adjacent to a public right-of-way, it shall be treated to minimize or eliminate the possibility of graffiti.

(Ord. 458. Passed 1-4-89; Ord. 481. Passed 7-18-90; Ord. 526. Passed 2-10-93; Ord. 724. Passed 8-15-01; Ord. 852. Passed 7-11-07.)

02/01/2023

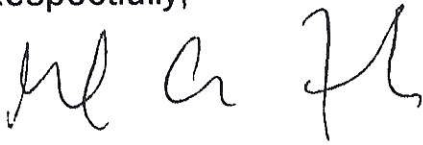
Mayor, Council President and Council members, City Clerk, Treasurer,  
and City Administrator,

Please accept my formal resignation from the Southgate City Council  
effective 2-28-2023.

It has been my great pleasure to serve the residents of the City of  
Southgate for 25 years as a police officer, and over 9 years as a member  
of this council.

The time has unfortunately come, that my wife and I have decided to  
downsize our home, and we will be moving out of the city, therefore  
causing my resignation.

Respectfully,

A handwritten signature in black ink, appearing to read 'Mark Farrah', written in a cursive style.

Councilman Mark Farrah  
313 802 2896

RECEIVED

FEB 1 2022

CLERK'S OFFICE