

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday December 1, 2021

City Council Meeting will be LIVE in the Council Chambers

6:30pm **Work Study Session**

1. Officials Reports
2. 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 November 17, 2021
2. Regular City Council Meeting Minutes dated November 17, 2021

Scheduled Persons in the Audience:

Consideration of Bids:

Scheduled Hearings:

Communications "A" –

1. Memo from Administrator; Re: Resolution to Adopt the Wayne County Hazard Mitigation Plan
2. Memo from Council Pres.; Re: City Council and Work Study Rules & Procedures
3. Letter from Mayor; Re: Appointments to BZA

Communications "B" – (Receive and File)

Ordinances:

Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1438 \$1,306,372.02

Adjournment:



Janice M. Ferencz, City Clerk

City Council

Work Study Session

November 17, 2021

An Informal Meeting of the Council of the City of Southgate was held on November 17, 2021 at 6:30 P.M. and called to order by Council President Zoey Kuspa.

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

Absent: *Dale Zamecki, *excused

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, City Attorney Brandon Fournier, Assistant City Administrator/Finance Director David Angileri, City Clerk Janice Ferencz, City Treasurer Christopher Rollet, City Engineer John Hennessey, Public Safety Director Joseph Marsh, Police Chief Mark Mydlarz, Fire Chief Marc Hatfield, Acting DPS Director Kevin Anderson, Building Inspections Director Tim Leach, Julie Goddard Recreation Director

Halloween Home Decoration Winners announced and presented with awards:

1st Place Roy & Shannon Jasso, 13076 Poplar
2nd Place Al & Shirley Ledford, 16305 Timothy Dr.
3rd Place Mike & Amy Coffman, 15743 Irene

Discussed the following agenda items:

- Waiver of Bid Tree & Stump Removal 1-year contract

This meeting ended at 6:51 pm.

City of Southgate

Regular City Council Meeting

November 17, 2021

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, November 17, 2021 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.

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

Absent: *Dale Zamecki, *excused

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, City Attorney Brandon Fournier, Assistant City Administrator/Finance Director David Angileri, City Clerk Janice Ferencz, City Treasurer Christopher Rollet, City Engineer John Hennessey, Public Safety Director Joe Marsh, Police Chief Mark Mydlarz, Fire Chief Marc Hatfield, Acting DPS Director Kevin Anderson, Building Inspections Director Tim Leach and Julie Goddard Recreation Director.

Minutes:

Moved by Colovos, supported Farrah, RESOLVED, that the minutes of the City Council Work Study Session dated November 3, 2021 be approved as presented. Carried unanimously.

Moved by Rauch, supported by George, RESOLVED, that the minutes of the Regular City Council Meeting dated November 3, 2021 be approved as presented. Carried unanimously.

Communications "A":

1. Letter from Mayor; Re: WAIVER OF BID Tree & Stump Removal moved by Farrah, supported by Rauch, RESOLVED THAT the Southgate City Council waives the bid procedure and authorizes the City to enter into a one-year contract for Tree & Stump Removal with Robles Tree Services (14804 Cicotte, Allen Park, MI 48101), as they meet all previous specifications.

Discussion took place.

Motion Carried Unanimously.

New Business:

1. Councilman George requested white lighting in the City Hall trees during the holidays. Administration will check with DPS.
2. Councilman Farrah requested the last date of yard waste collection with it being stated a firm date will be advised once GFL advises.

Regular City Council Meeting

November 17, 2021

Claims and Accounts:

Moved by Farrah, supported by Rauch, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1437 in the amount of \$1,192,862.08.

Motion carried unanimously.

Adjournment:

Moved by Colovos, supported by George, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:06 P.M. Carried unanimously.

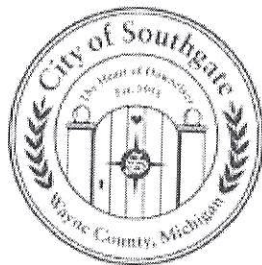
Zoey Kuspa
Council President

Janice M. Ferencz
City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

Memorandum

To: Honorable City Council Members

From: Dustin Lent, City Administrator

Date: November 23, 2021

Re: Resolution to Adopt the Wayne County Hazard Mitigation Plan

Attached please find a resolution to adopt the Wayne County Hazard Mitigation Plan.

Once the resolution is adopted we will receive a FEMA approval letter recognizing each adopting participant as officially approved and eligible to apply for, receive, or directly benefit from Hazard Mitigation project grant funds under the Hazard Mitigation Assistance Programs: (HMGP, BRIC, and FMA).

The Administration recommends City Council's favorable consideration to allow the Mayor and City Clerk to sign the resolution.

I look forward to City Council's questions and comments.

Resolution No. _____

ADOPTION OF THE WAYNE COUNTY HAZARD MITIGATION PLAN

WHEREAS, the mission of the City of Southgate includes the charge to protect the health, safety, and general welfare of the people of the City of Southgate; and

WHEREAS, the City of Southgate Michigan is subject to flooding, tornadoes, winter storms, and other natural, technological, and human hazards; and

WHEREAS, and the Wayne County Department of Homeland Security and Emergency Management and the Wayne County Local Emergency Planning Committee, comprised of representatives from the County, municipalities, and stakeholder organizations, have prepared a recommended Hazard Mitigation Plan that reviews the options to protect people and reduce damage from these hazards; and

WHEREAS, the City of Southgate has participated in the planning process for development of this Plan, providing information specific to local hazard priorities, encouraging public participation, identifying desired hazard mitigation strategies, and reviewing the draft Plan; and

WHEREAS, the Wayne County Department of Homeland Security and Emergency Management, with the Wayne County Local Emergency Planning Committee (LEPC), has developed the WAYNE COUNTY HAZARD MITIGATION PLAN (the "Plan") as an official document of the County and establishing a County Hazard Mitigation Coordinating Committee, pursuant to the Disaster Mitigation Act of 2000 (PL-106-390) and associated regulations (44 CFR 210.6); and

WHEREAS, the Plan has been widely circulated for review by the County's residents, municipal officials, and state, federal, and local review agencies and has been revised to reflect their concerns; and

NOW THEREFORE BE IT RESOLVED THAT The Wayne County Hazard Mitigation Plan (or section(s) of the Plan specific to the City of Southgate is hereby adopted as an official plan of the City of Southgate. The City Administrator is charged with supervising the implementation of the Plan's recommendations, as they pertain to the City of Southgate and within the funding limitations as provided by the Southgate City Council or other sources

Adopted by the City of Southgate City Council on December 1st.

Mayor Signature

Clerk Signature

Vote:

Yes _____

No _____

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: Zoey Kuspa, City Council President

Date: November 22, 2021

Re: City Council and Work Study Rules and Procedures

The City Council establishes its rules and procedures after each local election.

Please find a copy of the City Council and Work Study Rules and Procedures attached for your review. Please note, the Rules and procedures attached were approved on December 20, 2017 but the date on these minutes still reflects 2015. There has been no change in the Rules and Procedures since they were approved in 2015.

It will be necessary to pass a Resolution to adopt the City Council and Work Study Rules and Procedures either as presented or as amended.

City of Southgate

COUNCIL RULES AND PROCEDURES

1. Meetings shall open with Pledge of Allegiance.
2. The order of roll call and roll call votes shall be rotated.
3. Matters referred to an ad hoc (impromptu or informal) committee shall appear on the next meeting's agenda unless otherwise specified.
4. Officials shall be referred to by their respective titles.
5. Only persons recognized by the Chair shall be noted in the minutes.
6. Individuals and organizations acknowledged by the Chair under Persons In The Audience – Scheduled and Unscheduled, will be afforded a three (3) minute time limit to address the City Council. The time limit may be extended at the discretion of the Chair.
7. All persons in attendance at a Council Meeting shall maintain a proper decorum in the Council Chambers. The use of vulgar, obscene, threatening or otherwise inappropriate language or gestures shall result in a verbal warning and/or ejection from the Council Chambers at the discretion of the Chair.
8. The deadline for matters (including communications) to appear on the agenda shall be Thursday at 4:00 P.M. prior to the Council meeting. This shall also apply to Council members. Those people desiring to be placed on the agenda shall state in writing their reasons and the subject matter to be presented.
9. All communications requiring Council action shall be listed and read under "Communications A"; all others shall be listed under "Communications B" and read only if required or requested.
10. All Council members shall receive copies of all communications with the tentative agenda. The agenda shall be available to the members on the Friday prior to the regular meeting.
11. Meetings are to be conducted according to rules of Parliamentary Procedure, as outlined in "Parliamentary Procedure at a Glance" by O. Garfield Jones.
12. All Council members are to be notified of any commission/committee meetings.
13. All emailed correspondence from the City (Administration, Departments, Personnel...) shall be sent directly to each Council Member's City Email Account.
14. The City Attorney shall act as Parliamentarian and Sergeant-At-Arms to the Council.
15. To reconsider a motion, the following procedure applies:
 - a) Only a Council member who voted with the prevailing side may bring a motion to reconsider, but the motion to reconsider may be seconded by any Council member.
 - b) A motion to reconsider must either be made at the same meeting as the motion sought to be reconsidered, or, if the City Clerk is notified within seventy-two (72) hours after said meeting, the motion to reconsider shall be placed on the agenda for the next scheduled Council meeting.
 - c) If a majority of the Council votes in favor of the motion to reconsider, the motion sought to be reconsidered shall then be independently voted upon by the Council.
 - d) Motions shall not be reconsidered twice.

City of Southgate

COUNCIL RULES AND PROCEDURES

16. Changing a vote:

- a) Any Individual Council member may change his or her vote up to the time the vote is announced. After that he or she can make the change only with the permission of the Council. If no Council member objects, the change may be made. If an objection is raised, a motion may be made to allow the change, which motion is undebatable. A majority vote is necessary to adopt the motion and allow the change.
- b) A motion to allow a Council member to change his or her vote must be made either at the same meeting as the vote sought to be changed, or, if the City Clerk is notified within seventy-two (72) hours of said meeting. The motion to allow a vote to be changed shall be placed on the agenda of the next scheduled Council meeting.

17. Emergency Expenditures:

- a) Whenever an emergency expenditure is required, the matter shall first be referred to the Finance Director for pertinent information and written recommendation as to where the money to pay for said expenditure will come from.
- b) When other matters requiring emergency polling of the Council result, an attempt will be made to contact all members within a six-hour time frame. After the six-hour time frame, the results will be finalized. The results will be provided to Council members as soon as possible afterwards.

18. Ordinances:

- a) All ordinances which amend classifications of land (rezoning) and are recommended for approval by the Planning Commission after a public hearing, shall be forwarded to the next appropriate regular meeting of the Council for a first reading. A Work Study Session will be scheduled prior to the Regular Meeting in order to address specific Council questions.
- b) All other proposed ordinances, including zoning ordinance amendments, shall be placed on a Work Study Session Agenda for consideration by Council, prior to the first reading at a Regular Council Meeting.
- c) In the event the City Administrator deems a proposed ordinance requires immediate attention, the proposed ordinance may be placed on the next Council agenda for consideration by the Council.
- d) Ordinances shall be introduced at one meeting and adopted at the following meeting. In the event the Council deems it necessary to immediately adopt an ordinance, the ordinance may be introduced and adopted at the same meeting.
- e) If practical, ordinances shall be read once in their entirety. Otherwise, ordinances may be read by title only.

19. At any time during the effective period of these "Rules of Procedure", the Council may amend such rules and regulations by a majority vote.

November, 2013

City of Southgate

Work Study Rules of Procedure

1. Work Study shall be called to order by the Council President at 6:30 p.m.
2. The Council President shall call for Officials' reports; Elected Officials shall be mindful of time constraints and make every effort to limit reports to three minutes or less.
3. The Council President shall call for presentations.
4. The Council President shall call for discussions regarding agenda items.
5. The Council President shall end the Work Study session and open the City Council Meeting at 7:00 p.m.
6. All persons in attendance at a Work Study Session shall maintain a proper decorum in the Council Chambers. The use of vulgar, obscene, threatening or otherwise inappropriate language or gestures shall result in a verbal warning and/or ejection from the Council Chambers at the discretion of the Chair.
7. At any time during the effective period of these "Rules of Procedure", the Council may amend such rules and regulations by a majority vote.

Adopted by City Council October 21, 2015

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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KAREN E. GEORGE
PHILLIP J. RAUCH
DALE W. ZAMECKI

November 29, 2021

To The Honorable
Southgate City Council
Southgate, Michigan 48195

Re: Appointments to Boards/Commissions

Ladies and Gentlemen:

Please be advised I have made the following appointments:

Board of Zoning Appeals – for a term expiring December 2024:

Thomas Coombs 16335 McCann
Dennis Richardson 12949 Walnut
Tim Foucher 15641 Drake

Your concurrence on these appointments is greatly appreciated.

Sincerely,

Joseph G. Kuspa
Mayor

Cc: City Clerk

JGK/law