

Southgate City Council Agenda

Council Chambers

14400 Dix-Toledo Rd., Southgate, Michigan 48195

Wednesday December 15, 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 December 1, 2021
2. Regular City Council Meeting Minutes dated December 1, 2021

Scheduled Persons in the Audience:

Consideration of Bids:

Scheduled Hearings:

Communications "A" –

1. Letter from Finance Director/ACA; Re: Audit FY 2020/2021
2. Letter from Mayor; Re: Purchase of Forensic Phone Equipment Upgrade and License Renewal **WAIVER OF BID**
3. Letter from Mayor; Re: Appointment of City Auditors
4. Letter from Mayor; Re: Appointment of Legal Services
5. Letter from Mayor; Re: Appointment of Legal Services

Communications "B" – (Receive and File)

1. Letter from Mayor; Re: Appointment of City Engineers

Ordinances:

Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1439 \$1,545,233.53

Adjournment:



Janice M. Ferencz, City Clerk

City Council

Work Study Session

December 1, 2021

An Informal Meeting of the Council of the City of Southgate was held on December 1, 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, Dale Zamecki

Absent:

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

Discussed the following agenda items:

- Wayne County Hazard Mitigation Plan
- City Council & Work Study Rules & Procedures
- Appointments to Board of Zoning Appeals

This meeting ended at 6:44 pm.

City of Southgate

Regular City Council Meeting

December 1, 2021

A Regular Meeting of the Council of the City of Southgate was held on Wednesday, December 1, 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, Dale Zamecki

Absent:

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 Rauch, supported Zamecki, RESOLVED, that the minutes of the City Council Work Study Session dated November 17, 2021 be approved as presented. Carried unanimously.

Moved by Zamecki, supported by Colovos, RESOLVED, that the minutes of the Regular City Council Meeting dated November 17, 2021 be approved as presented. Carried unanimously.

Communications "A":

1. Memo from Administrator; Re: Resolution to Adopt the Wayne County Hazard Mitigation Plan moved by George, supported by Farrah, RESOLVED THAT the Southgate City Council adopts the Wayne County Hazard Mitigation Plan and authorizes the Mayor and City Clerk to sign the plan on behalf of the City.

Motion carried unanimously.

2. Memo from Council President; Re: City Council and Work Study Rules & Procedures moved by Farrah, supported by Zamecki, RESOLVED THAT the Southgate City Council adopts the City Council and Work Study Rules and Procedures as presented.

Motion carried unanimously.

3. Letter from Mayor; Re: Appointments to BZA moved by George, supported by Colovos, RESOLVED THAT the Southgate City Council concurs with the Mayor's recommendations for a term expiring December 2024 to the Board of Zoning Appeals of Thomas Coombs (16335 McCann), Dennis Richardson (12949 Walnut) and Tim Foucher (15641 Drake).

Motion carried unanimously.

Old Business:

Discussion took place on updating sign ordinance.

Regular City Council Meeting December 1, 2021

Unscheduled Persons in the Audience:

Priscilla Ayers-Reiss commented on holiday lights and yard waste pickup.

Claims and Accounts:

Moved by Graziani, supported by Zamecki, RESOLVED, that Claims and Accounts be paid as outlined on Warrant #1438 in the amount of \$1,306,372.02.

Motion carried unanimously.

Adjournment:

Moved by George, supported by Rauch, RESOLVED THAT this Regular Meeting of the Southgate City Council be adjourned at 7:13 P.M. Carried unanimously.

Zoey Kuspa
Council President

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 GRAZIANI
BILL COLOVOS
MARK FARRAH
KAREN E. GEORGE
PHILLIP J. RAUCH
DALE W. ZAMECKI

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: December 6, 2021

RE: Audit FY 2020/2021

Under separate cover, you have previously received the Audit from Plante & Moran. The matter will also have been reviewed during your work-study session.

Therefore, it is recommended that the City Council adopt a resolution, which accepts and approves the Audit for FY 2020/2021. Also due to GASB #54 (Fund Balance Reporting and Governmental Fund Type Definitions) the City Council is required to restate the fund balance as follows:

General Fund

Nonspendable Prepaids	\$ 164,829
Restricted	
Unspent property tax – Rubbish	\$ 167,408
Unspent property tax – P&F Pension	\$ 735,485
Low income housing	\$ 9,163
Building Dept.	\$ 158,972

Committed	County Property Tax Chargeback's	\$ 300,000
	Computer Software Acquisition	\$ 10,000
	SINC	\$ 136,000

Assigned

Workers Compensation	\$ 330,000
Severance Reserve	\$ 990,000
Future Working Capital	\$ 300,000
Future OPEB	\$ 200,000
Future Budget Shortfalls due to Deficiencies in Court Revenue	\$ 600,000

Capital Projects Funds

Committed	Police Cars	\$438,567
	Property Acquisition	\$115,116
	Fire Rescue Equipment	\$160,000

Assigned

Capital Projects	\$ 249,856
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Your favorable consideration of this matter is therefore requested.

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

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DALE W. ZAMECKI

December 9, 2021

To the Honorable
City Council
Southgate, Michigan 48195

Re: Purchase of Forensic Phone Equipment Software System
Upgrade and License Renewal – **Waiver of Bid**

Ladies and Gentlemen:

It is recommended by the Director of Public Safety and I concur, that the bid procedure be waived and to purchase the Cellebrite Forensic Phone Equipment Software System Upgrade and License Renewal for the amount of \$4,300.00.

Adequate funds are available for this purchase in the Police Department Federal Drug Forfeiture Account.

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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MEMORANDUM

TO: The Honorable Mayor and City Council

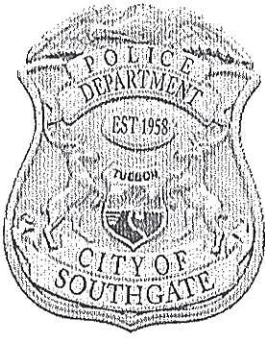
FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: December 9, 2021

RE: Recommendation for Police Cellebrite Forensic Phone Equipment
Software System Upgrade and License renewal. **(Waiver of Bid)**

I have reviewed the above with the Director of Public Safety for the purchase of Police Cellebrite Forensic Phone Technology Software Upgrade and License renewal, in the amount of \$4,300.00

Adequate funds are available in the Police Department Federal Drug Forfeiture Account for this purchase.



SOUTHGATE POLICE DEPARTMENT MEMO

To: Honorable Mayor Kuspa
From: Office of the Director of Public Safety
Re: Purchase approval

Date: 11-19-2021

Dear Mayor Kuspa,

In 2013, the City Council approved the purchase for Cellebrite Forensic Phone Technology equipment. Since being approved, this technology has been instrumental in aiding our detectives with a variety of criminal investigations.

Our Cellebrite Technology requires an upgrade to the software system and license renewal. Our current license is valid until December 8th, 2021. The cost to upgrade and renew our license is \$4,300.00. It is my recommendation that the purchase of the **UFED Touch Ultimate SW Renewal** as outlined in the attached quote that we received from Cellebrite Inc. located at 7 Campus Drive, Suite 210, Parsippany, New Jersey 07054, in the total amount of \$4,300.00.

With your concurrence, I respectfully request this item be placed on the City Council's agenda for the meeting scheduled on December 1st, 2021 for purposes of purchase approval.

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 cursive script, 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

Cellebrite Inc.
7 Campus Drive
Suite 210
Parsippany New Jersey 07054
United States

Tel. +1 800 942 3415
Fax. +1 201 848 9982
Tax ID#: 22-3770059
DUNS: 033095568
CAGE: 4C9Q7
Company Website:
<http://www.cellebrite.com>



Cellebrite

Digital intelligence
for a safer world

Quote

Quote#
Date:

Q-222295-1
Nov 08, 2021

Billing Information

Southgate Police Department
14710 Reaume Parkway
Southgate, Michigan 48195
United States
Contact: Timothy Demers
Phone: 7342583056

Delivery Information

Southgate Police Department
14710 Reaume Parkway
Southgate, MI 48195
United States
Contact: Timothy Demers
Phone: 7342583056

End Customer: Southgate Police Department

Click [here](#) to process with Credit Card payment
By clicking the link above and accepting this quote,
You are expressing your agreement and compliance to and with the terms contained on this quote.

Customer ID	Good Through	Payment Terms	Currency	Sales Rep
SF-00061430	Dec 08, 2021	Net 30	USD	Nick Piacenza

Product Code	Product Name	Qty	Start Date	End Date	Serial Number	Net Price\Unit	Net Price
A-SOW-07-023	UFED Touch Ultimate SW Renewal	1	Dec 09, 2021	Dec 08, 2022	7206032, 1284601124	4,300.00	4,300.00
C-UFD-15-100	UFED Touch Physical Extraction	1	Dec 09, 2021	Dec 08, 2022	7206032	0.00	0.00
C-UFD-15-098	Physical Analyzer	1	Dec 09, 2021	Dec 08, 2022	1284601124	0.00	0.00

SubTotal	USD 4,300.00
Shipping & Handling	USD 0.00
Sales Tax (0.00%)	USD 0.00
Total	USD 4,300.00

Comments:

Terms and conditions:

- Freight Terms: DAP
- Limited Warranty: Hardware: 12 Months; Software: 60 days; Touch Screen: 30 days
- Quote is subjected to regulation approval.
- General: Purchases of any products sold by Cellebrite are governed by <http://legal.cellebrite.com/us/index.html>
- EULA: Software is licensed by Cellebrite in accordance with an end user license agreement available at <https://legal.cellebrite.com/End-User-License-Agreement.html>
- Advanced Services (CAS): Purchases of Cellebrite Advanced Services are governed by <http://legal.cellebrite.com/CB-us-us/index.html>
- Premium: The following terms apply only to the following products: Cellebrite Premium <http://legal.cellebrite.com/intl/PremiumUS.htm>
- Pathfinder: <https://legal.cellebrite.com/AE-Addendum.html>
- Training Services: Subject to the terms and conditions at <http://legal.cellebrite.com/intl/Training.htm>
- SaaS: <https://legal.cellebrite.com/Cellebrite-SaaS-Terms-of-Service-October-18-2021.htm>

In the event of any dispute as to which terms apply, Cellebrite shall have the right to reasonably determine which terms apply to a given purchase order.

Customer acknowledges and agrees that Cellebrite may, at any time and in its sole discretion, announce end-of-life ("EOL") and cease provision of any support, updates and/or upgrades with respect to its UFED Touch2 units and any related accessories. Additional details shall be set forth in the end-of-life notice, which will be published at least eighteen (18) months prior to the EOL date. If the UFED Touch2 product is declared EOL, Cellebrite customers will be encouraged to migrate (at Customer's expense) to Cellebrite's next generation product, in which case the license term to the UFED Touch2 product will be transferred to the next generation product. Orders for UFED Touch2 units (including software renewals for such UFED Touch2 units) are non-cancelable and non-refundable. Quote is subjected to regulation approval.

*SALES TAX DISCLAIMER: Cellebrite Inc. is required to collect Sales and Use Tax for purchases made from the following certain U.S. States. Orders are accepted with the understanding that such taxes and charges shall be added, as required by law. Where applicable, Cellebrite Inc. will charge sales tax unless you have a valid sales tax exemption certificate on file with Cellebrite Inc. Cellebrite Inc. will not refund tax amounts collected in the event a valid sales tax certificate is not provided. If you are exempt from sales tax, you must provide us with your sales tax exempt number and fax a copy of your sales tax exempt certificate to Cellebrite Inc. Please include the following information on your PO for Cellebrite UFED purchase:

- Please include the ORIGINAL QUOTE NUMBER (For example - Q-XXXXX) on your PO
- CONTACT NAME & NUMBER of individual purchasing and bill to address
- E-MAIL ADDRESS of END USER for monthly software update as this is critical for future functionality

I, the undersigned, hereby confirm that I am authorized to sign this Order on behalf the engaging company ("Company"), and I hereby approve that my signature is legally binding upon the Company. By signing this Order I hereby confirm and approve that the terms and conditions with respect to the services described in this Order are the only terms and conditions that apply in this regard, and no other documents and/or forms and/or other terms and conditions shall apply.

Signature & Stamp: _____

Effective Date: _____

Name (Print): _____

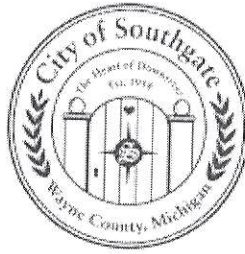
Title: _____

Please sign and email to Nick Piacenza at nick.piacenza@cellebrite.com

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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December 9, 2021

Honorable City Council Members
14400 Dix-Toledo Rd
Southgate, Michigan 48195

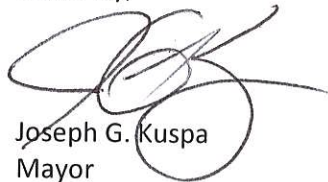
Re: Appointment of City Auditors

Ladies and Gentlemen:

Please be advised that in accordance with the City Charter, I am hereby appointing Plante Moran, 27400 Northwestern Hwy., PO Box 307, Southfield, Michigan 48037-0307 as the City Auditors.

Your concurrence on this appointment is greatly appreciated.

Sincerely,

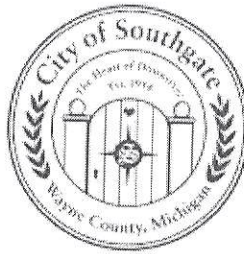


Joseph G. Kuspa
Mayor

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

CHRISTOPHER P. ROLLET
Treasurer



City of Southgate

- CITY COUNCIL -

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December 9, 2021

Honorable City Council Members
14400 Dix-Toledo Rd
Southgate, Michigan 48195

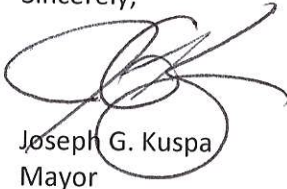
Re: Appointment of Legal Services

Ladies and Gentlemen:

In accordance with the provisions of Article 4, Section 64, of the City Charter, please be advised that I am hereby appointing the Law Offices of Shifman Fournier, 31600 Telegraph Rd., Suite 100, Bingham Farms, Michigan 48025 as Labor Attorney and Assistant City Attorney for the City of Southgate.

Your concurrence on this appointment is greatly appreciated.

Sincerely,

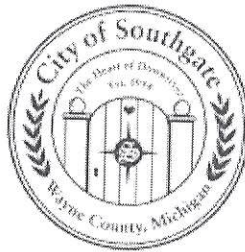


Joseph G. Kuspa
Mayor

JOSEPH G. KUSPA
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JANICE M. FERENCZ
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City of Southgate

- CITY COUNCIL -

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December 9, 2021

Honorable City Council Members
14400 Dix-Toledo Rd
Southgate, Michigan 48195

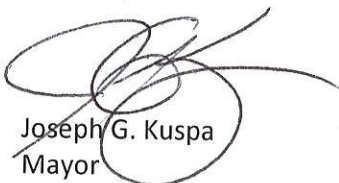
Re: Appointment of Legal Services

Ladies and Gentlemen:

In accordance with the provisions of Article 4, Section 64, of the City Charter, please be advised that I am hereby appointing the Law Offices of Ed Zelenak, 2933 Fort Street, Lincoln Park, Michigan 48146 as City Attorney and Prosecuting Attorney for the City of Southgate.

Your concurrence on this appointment is greatly appreciated.

Sincerely,



Joseph G. Kuspa
Mayor

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

November 22, 2021

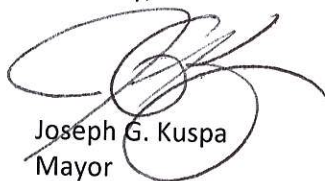
Honorable City Council Members
14400 Dix-Toledo Rd
Southgate, Michigan 48195

Re: Appointment of Engineering Firm

Ladies and Gentlemen:

In accordance with the provisions of Article 4, Section 64, of the City Charter, please be advised that I am hereby appointing Hennessey Engineers Inc., 13500 Reeck Rd., Southgate, Michigan 48195. John Hennessey will be the individual from Hennessey Engineers representing the City of Southgate.

Sincerely,



Joseph G. Kuspa
Mayor