

AGENDA FOR THE COMMITTEE OF THE WHOLE AND REGULAR SESSION
MONDAY, OCTOBER 22nd 2012 , 7: 00 PM
PRESIDING: THE HONORABLE JOSEPH R. PETERSON, MAYOR
CHAIRPERSON OF THE EVENING: THE HONORABLE LAWRENCE STEC

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

PERSONS IN THE AUDIENCE

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS:

1. Communication from Mayor Peterson submitting various re-appointments to Commissions and Boards.
2. Communication from the City Clerk, Secretary to the Retirement Commission submitting a recommendation from the City Administrator to implement the special supplemental retirement benefit allowance to retirees and or beneficiaries in accordance with Section 2-238 and 2-245 of the Wyandotte Retirement System Ordinance.
3. Communication from the Director of Information Technology regarding Voice Over Internet Protocol (VOIP).
4. Communication from the Director of Museums and Cultural Affairs regarding a live fundraising auction on November 10, 2012 at the VFW Hall, 633 Ford Avenue; auction preview 9:00 a.m. with the live auction starting at 11:00 a.m. .

5. Communication from the City Engineer submitting the plans for the signage for the New City Hall , 3200 Biddle.

6. Communication from the City Engineer submitting an amendment to Purchase Agreement- 2446-8th Street.

CITIZENS PARTICIPATION:

REPORTS AND MINUTES:

Retirement Commission Meeting	October 17, 2012
Fire Fighter's Civil Service Commission	September 25, 2012
Fire Fighter's Civil Service Commission	October 5, 2012
Beautification Commission Meeting	September 12, 2012
Zoning Board of Appeals & Adjustments	October 3, 2012

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
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

October 18, 2012

The Honorable City Council
City of Wyandotte
3131 Biddle Avenue
Wyandotte MI 48192

Gentlemen and Madam:

I am writing to request your concurrence in the following re-appointments:

Downtown Development Authority -- terms to expire June 2016:

Gregory Gilbert, 3051 Van Alstyne, Wyandotte MI 48192
Leo R. Stevenson, 27359 W. River Road, Grosse Ile MI 48138

Zoning Board of Appeals and Adjustment -- terms to expire May 2015

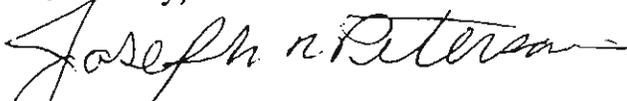
Daniel Cusson, 931 - 3rd Street, Wyandotte MI 48192
Barbara Duran, 3326 - 12th Street, Wyandotte MI 48192
Keith Trupiano, 619 Emmons Blvd., Wyandotte MI 48192

Alternates

Peggy Green, 3914 - 14th Street, Wyandotte MI 48192
Kelly Roberts, 1799 Ash, Wyandotte MI 48192

Thanking you in advance for your support of these re-appointments, I remain

Sincerely,


Joseph R. Peterson
Mayor

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



JOSEPH R. PETERSON
MAYOR

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COUNCIL

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Leonard T. Sabuda
Lawrence S. Stec

October 17, 2012

The Honorable Mayor Joseph Peterson & City Council
City of Wyandotte

Dear Mayor Peterson & City Councilmembers:

On Wednesday, October 17, 2012, the Wyandotte Employees' Retirement Commission met and passed the following motion:

MOTION by Commissioner Swiecki, supported by Commissioner LaManes, that we concur in the recommendation of the City Administrator regarding the rate of \$30.72 per year of credited service set forth in the communication dated October 16, 2012 and further implement the special supplemental retirement benefit allowance to retirees and or beneficiaries in accordance with Section 2-238 and 2-245 of the Wyandotte Retirement System Ordinance and further recommend to the Mayor and Council that they concur in said recommendation and declare the above provisions in effect for the fiscal year.

Should you require additional information, please advise.

Sincerely,


William R. Griggs, Secretary
Retirement Commission

attachment

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

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

October 16, 2012

The Honorable Chairman
and Retirement Commission Members
Wyandotte, Michigan 48192

RE: Special Supplemental Benefit Payment (13th Check) to Retirees and/or Beneficiaries in
Accordance with Sections 2-238 & 2-245 of the Wyandotte Retirement System Ordinance

Dear Sirs,

Listed below is a breakdown of service for each unit of the retirement payroll:

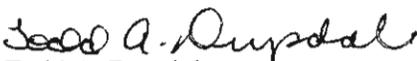
General City	2,057.87497 years of service
Municipal Services	1,850.74998 years of service
Police and Fire	2,964.87497 years of service
Total.....	6,873.49992 years of service

The above breakdown represents the amount of credited service for all retirees and/or beneficiaries that retired before October 1, 2011. Also, enclosed for your convenience is the calculation of the benefit rate based on the total number of years of credited service for the aforementioned recipients of a retirement allowance.

Per Section 2-238 of the Retirement System Ordinance, the commission may annually allocate up to one and one-quarter (1.25%) of the mean balance of the retirement reserve fund for the improvement of retirement allowances payable to retirants of the retirement system. During the budget sessions that were held for the adoption of the City's 2013 Fiscal Year Operating Budget, the City Council concurred with maintaining the methodology and approximate budgetary allocation for the 13th Check that was established in the prior year. Thus, the undersigned is recommending an allocation of 0.45% of the mean balance of the retirement reserve fund which would increase the rate per year of credited service to **\$30.72**. This represents an increase of 0.60% over the prior year's rate.

The undersigned recommends the Commission approve the above referenced rate to be used for the 2012 Special Supplemental Benefit Payment if this benefit is deemed desirable to approve.

Sincerely,


Todd A. Drysdale
City Administrator

RESOLUTION

Concur in the recommendation of the Director of Financial & Administrative Services regarding the rate of \$30.72 per year of credited service set forth in the communication dated October 16, 2012, and further

Implements the special supplemental retirement benefit allowance to retirees and or beneficiaries in accordance with Section 2-238 and 2-245 of the Wyandotte Retirement System Ordinance and further

Recommend to the Mayor and City that they concur in said recommendation and declare the above provisions in effect for the fiscal year.

City of Wyandotte
 Historical Data - 13th Check
 October 16, 2012

	Years of Credited Service	\$ Per Year	% Increase
1996	6,614.08190	45.43	
1997	6,546.66666	47.32	4.16% calculated
1998	6,462.58326	49.38	4.35% calculated
1999	6,521.49992	49.58	0.41% calculated
2000	6,670.16659	49.32	-0.52% calculated
2001	6,700.08326	50.33	2.05% calculated
2002	6,718.91660	51.34	2.01% calculated
2003	6,787.16658	53.68	4.56% calculated
2004	6,760.74992	54.96	2.38% recommended
2005	6,673.91659	27.00	-50.87% recommended
2006	7,245.99992	27.49	1.81% recommended
2007	7,187.74995	28.44	3.46% recommended
2008	7,075.74993	29.69	4.40% recommended
2009	6,978.74992	30.06	1.24% recommended
2010	6,925.41659	30.22	0.53% recommended
2011	6,895.16659	30.54	1.07% recommended
2012	6,873.49992	30.72	0.60% recommended

Note that the maximum calculated amounts were as follows:

2004	58.46
2005	61.93
2006	45.21
2007	53.95
2008	56.80
2009	56.63
2010	56.57
2011	57.50
2012	57.86

City of Wyandotte
 13th Month Check - Calculated Mean Balances
 October 16, 2012
 Source: Section 2-234,238,245 (13th Check Calculated)

Date	Total	City 394.010	Municipal Service 394.020	Police & Fire 394.040
October 1, 2011	\$49,130,116.20	\$11,677,896.35	\$10,004,240.37	\$27,447,979.48
November 1, 2011	\$48,682,145.81	\$11,569,103.79	\$9,907,117.36	\$27,205,924.66
December 1, 2011	\$48,234,516.76	\$11,460,275.09	\$9,809,994.35	\$26,964,247.32
January 1, 2012	\$47,786,704.86	\$11,350,703.25	\$9,713,431.63	\$26,722,569.98
February 1, 2012	\$47,338,399.13	\$11,241,380.72	\$9,616,125.77	\$26,480,892.64
March 1, 2012	\$46,883,761.98	\$11,132,811.69	\$9,518,819.91	\$26,232,130.38
April 1, 2012	\$46,415,435.31	\$11,024,242.66	\$9,421,514.05	\$25,969,678.60
May 1, 2012	\$45,952,466.44	\$10,913,763.72	\$9,324,208.19	\$25,714,494.53
June 1, 2012	\$45,480,936.98	\$10,804,107.13	\$9,225,459.19	\$25,451,370.66
July 1, 2012	\$45,014,365.45	\$10,694,944.37	\$9,128,527.62	\$25,190,893.46
August 1, 2012	\$44,543,782.35	\$10,585,781.61	\$9,031,596.05	\$24,926,404.69
September 1, 2012	\$44,070,102.46	\$10,476,618.85	\$8,934,664.48	\$24,658,819.13
Totals	\$559,532,733.73	\$132,931,629.23	\$113,635,698.97	\$312,965,405.53
Mean Average Balance	\$46,627,727.81	\$11,077,635.77	\$9,469,641.58	\$26,080,450.46
Total Mean Average	\$46,627,727.81			
Retirement Allowance Improvement %	0.450000%	\$209,824.78	(Maximum allowed by Ordinance is 1.25%)	
Retirement Reserve Fund Balance - 9/30/11		\$212,530.29	731-000-395-000	
Required Balance - Retirement Reserve Fund		\$422,355.07		
Credit to Retirement Reserve - 50% (PLUGGED)		\$211,177.53		
Total Service Years		6,873.49992		
Service Value per Year		\$30.72		

2011 13th Check years of service	6,895.16659	
Bethune, John B	(30.08333)	
Lynch, Budd	(41.08333)	
Mauritho, Roger V	(39.66667)	
Palamara, Frank		
Petrie, Gladys M	(15.08333)	
Showalter, Olive	(21.08333)	
Tocco, Marie	(28.50000)	
Knopp, Charles	(32.00000)	
Hill, James B	23.08333	
Martin, Sandra M	11.58333	
Wright, Jackie R	37.33333	
Bozymowski, Michael W	26.41667	
Decker, Shirley J	21.75000	
Kupser, Jerry J	38.58333	
Decker, William P	27.08333	
Calculated	6,873.49992	
2012 13th Check years of service	6,873.49992	<---- input
Difference	0.00000	
Less Ineligible Employees		
Eligible Years of Credited Service	6,873.49992	

City of Wyandotte
 Analysis of Reserve for Retired Benefit Accounts - General City
 City of Wyandotte Retirement System
 October 16, 2012

Date(s)	Benefits Paid Per Month	731-000-394-010 Net Account Balance	Balance at Beginning of Month for Calculation Purposes		
Beginning Balance - 10/1/11 (Audited)		\$11,677,896.35	10/01/11		
10/15/2011	\$108,792.56	\$11,569,103.79	11/01/11		
11/15/2011	\$108,828.70	\$11,460,275.09	12/01/11		
12/15/2011	\$109,571.84	\$11,350,703.25	01/01/12		
1/15/2012	\$109,322.53	\$11,241,380.72	02/01/12		
2/15/2012	\$108,569.03	\$11,132,811.69	03/01/12		
3/15/2012	\$108,569.03	\$11,024,242.66	04/01/12		
4/15/2012	\$110,478.94	\$10,913,763.72	05/01/12	2011	2010
5/15/2012	\$109,656.59	\$10,804,107.13	06/01/12	\$61,979.70	\$62,176.40
6/15/2012	\$109,162.76	\$10,694,944.37	07/01/12	\$56,338.68	\$53,270.36
7/15/2012	\$109,162.76	\$10,585,781.61	08/01/12	\$90,364.12	\$92,391.41
8/15/2012	\$109,162.76	\$10,476,618.85	09/01/12		
9/15/2012	\$109,162.76	\$10,367,456.09		\$208,682.50	\$207,838.17
Totals	\$1,310,440.26	\$10,367,456.09			
Balance - General Ledger		\$10,305,476.39	(\$10,305,476.39 + \$61,979.70) THIRTEENTH CHECK 2011		
			\$10,246,155.62		

City of Wyandotte
 Analysis of Reserve for Retired Benefit Accounts - Municipal Services
 City of Wyandotte Retirement System
 October 16, 2012

Date(s)	Benefits Paid Per Month	731-000-394-020 Net Account Balance	Balance at Beginning of Month for Calculation Purposes
Beginning Balance - 10/1/11 (Audited)		\$10,004,240.37	10/01/11
10/15/2011	\$97,123.01	\$9,907,117.36	11/01/11
11/15/2011	\$97,123.01	\$9,809,994.35	12/01/11
12/15/2011	\$96,562.72	\$9,713,431.63	01/01/12
1/15/2012	\$97,305.86	\$9,616,125.77	02/01/12
2/15/2012	\$97,305.86	\$9,518,819.91	03/01/12
3/15/2012	\$97,305.86	\$9,421,514.05	04/01/12
4/15/2012	\$97,305.86	\$9,324,208.19	05/01/12
5/15/2012	\$98,749.00	\$9,225,459.19	06/01/12
6/15/2012	\$96,931.57	\$9,128,527.62	07/01/12
7/15/2012	\$96,931.57	\$9,031,596.05	08/01/12
8/15/2012	\$96,931.57	\$8,934,664.48	09/01/12
9/15/2012	\$96,931.57	\$8,837,732.91	
Totals	<u>\$1,166,507.46</u>	<u>\$8,837,732.91</u>	
Balance - General Ledger		<u>\$8,781,394.23</u>	(\$8,781,394.23 + \$56,338.68) THIRTEENTH CHECK 2011

City of Wyandotte
 Analysis of Reserve for Retired Benefit Accounts - Police & Fire
 City of Wyandotte Retirement System
 October 16, 2012

Date(s)	Benefits Paid Per Month	731-000-394-040 Net Account Balance	Balance at Beginning of Month for Calculation Purposes
Beginning Balance - 10/1/11 (Audited)		\$27,447,979.48	10/01/11
10/15/2011	\$242,054.82	\$27,205,924.66	11/01/11
11/15/2011	\$241,677.34	\$26,964,247.32	12/01/11
12/15/2011	\$241,677.34	\$26,722,569.98	01/01/12
1/15/2012	\$241,677.34	\$26,480,892.64	02/01/12
2/15/2012	\$248,762.26	\$26,232,130.38	03/01/12
3/15/2012	\$262,451.78	\$25,969,678.60	04/01/12
4/15/2012	\$255,184.07	\$25,714,494.53	05/01/12
5/15/2012	\$263,123.87	\$25,451,370.66	06/01/12
6/15/2012	\$260,477.20	\$25,190,893.46	07/01/12
7/15/2012	\$264,488.77	\$24,926,404.69	08/01/12
8/15/2012	\$267,585.56	\$24,658,819.13	09/01/12
9/15/2012	\$269,847.75	\$24,388,971.38	
Totals	\$3,059,008.10	\$24,388,971.38	
Balance - General Ledger		\$24,298,607.26	(\$24,298,607.26 + \$90,364.12) THIRTEENTH CHECK 2011

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

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MEETING DATE: October 22, 2012

AGENDA ITEM # _____

VOICE OVER INTERNET PROTOCOL (VOIP)

ITEM: Municipal Services - _____

PRESENTER: David Fuller, Director of Information Technology

INDIVIDUALS IN ATTENDANCE:

BACKGROUND: The City's current phone system is reaching its functional end of life, is costly to maintain, and does not allow for any implementation of cost saving services. A move to a Voice Over Internet Protocol (VOIP) system will allow for enhanced functionality and overall cost savings allowing the system to pay for itself in the first year.

STRATEGIC PLAN/GOALS: This purchase is in alignment with goals set forth in the IT Technology Assessment.

ACTION REQUESTED: Adopt a resolution concurring with the Wyandotte Municipal Service Commission's approval authorizing the Director of IT to purchase a replacement phone system at the state contract #071B9200190 cost of \$46,233.12.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: \$60,000 budgeted funds in Assets 591-000-100-020-001, 592-000-100-020-001, 594-000-100-020-001

IMPLEMENTATION PLAN: The new phone system will be installed prior to the move to 3200 Biddle for all City Hall workers.

COMMISSION RECOMMENDATION: Approve resolution.

CITY ADMINISTRATOR'S RECOMMENDATION: Concur with recommendation.

LEGAL COUNSEL'S RECOMMENDATION: Concur with recommendation

MAYOR'S RECOMMENDATION: Concur with recommendation.

LIST OF ATTACHMENTS: Vendor Statement of Work.

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: October 22, 2012

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the Wyandotte Municipal Service Commission in the following resolution.

A Resolution authorizing the Director of Information Technology to purchase a phone system through Ricoh USA, Inc. at MI Deal pricing of \$46,233.12.

I move the adoption of the foregoing resolution.

MOTION by
Councilmen _____

Supported by Councilman _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	Browning	
	DeSana	
	Fricke	
	Galeski	
	Sabuda	
	Stec	

Solution Overview – SMB Fonality™ VoIP

Ricoh offers its Customers several VoIP solutions that are interdependent on requirements and features. The Solution outlined in this Statement of Work is designed with the SMB (Small and Mid-sized Business) market Customer in mind. It has been determined through VoIP standards that this market ranges from around five (5) to as many as two-hundred and fifty (250) users. The Preferred VoIP manufacturer that has been selected by Ricoh IT Services for the SMB market is Fidelity™ Systems. Fidelity™ VoIP has been manufacturing and distributing their world-class business-class telephone communications solution since 2004 and has enabled more than one million users of open-standards based communications software.

The main objective of this solution is to replace the Customer's existing analog (PSTN) telephone system or an existing VoIP system with an appropriate Fidelity™ VoIP telecommunications server and compatible VoIP Handsets that will be installed at the Customer's facilities according to manufacturer technical specifications.

Ricoh will identify additional hardware or software, if any, that must be installed in order for the Service Plan to be provided. When installing any VoIP telecommunication system, there is specific network infrastructure hardware required for optimal operation; this includes network cabling, switches and server hardware. Standard infrastructure requirements for implementation of the solution are listed in the Solution Requirements section of this document. Customer will have the option of providing any necessary requirements itself, or purchasing such elements from Ricoh pursuant to a separate purchase order. As part of the Services, Ricoh will install the Fidelity™ VoIP software necessary to provide the Customer with both internal and external telecommunications service. Installation of any supplemental hardware or software purchased from Ricoh is NOT included within the scope of this SOW and must be priced separately.

Upon execution of this Statement of Work, Ricoh IT Services professionals will perform one (or more, if required) customer site surveys of the current telephone and computer network environments. Areas that will be addressed during the survey(s) will include:

Site Survey/Consultation

- Perform a **Network Assessment** or formal analysis of the present telephone operating system (traditional POTS or existing VoIP system) that is to be replaced with a new Fidelity™ VoIP solution.
- Perform an initial consultation with client to reduce telephone service fees, including long distance charges (Pre-Sales).
- Verify current ISP (Internet Service Provider) connection speed (recommended minimum connection speed required for clear and consistent data throughput is 50Mbit down/20Mbit up) – Using Internet Speed Test software. (www.speedtest.net and www.pingtest.net).
- Confirm the ISP provider for QoS and service stability
- Verify if the client is utilizing an overhead paging system (typically found in warehouse/retail environments).
- Verify the physical location of wiring closets and/or server rooms.
- Verify the electrical supply for server room/hardware is adequate for additional computer hardware; verification will include checking circuit breaker load size.
- Verify client network cabling infrastructure (minimum requirement is Cat5e).
- Verify ISP demarcation point for signal quality (QoS).
- Verify existing network data switches/patch panel for available connection ports.
- Locate and validate all network switches (locate and remove rouge devices from network).
- Verify existing number of incoming phone trunks from current PSTN provider.
- Verify IP schema from client IT Service provider for connecting devices to existing network.
- Verify existing network is operating under DHCP configuration.

- Obtain current PSTN information for phone number transfer to new system and cutover technical support numbers and contact information.
- Verify if client will require any dedicated incoming Fax lines.
- Verify total number of end user accounts for Voice Mail system.
- Verify total number of required telephone handsets (i.e. Executive phones versus Standard phone).
- Verify existing network servers including OS and Service Pack versions (System Security).
- Verify existing network data backup service and recovery procedure (Disaster Recovery).
- Verify existing network firewall hardware and ACL configurations (System Security).
- Verify existing anti-virus solution and has current signature files (System Security).
- Verify existing VPN infrastructure and identify any needed changes to support a VoIP “soft-phone” application (HUD).
- Verify existing workstations (PC’s) and OS/Service Pack versions for compatibility with a HUD software application.

Services Detail/Project Scope

The following are the services and tasks that Ricoh will provide in fulfillment of the defined deliverables (the “Services”) of the project described in this SOW. Ricoh shall provide the Services at the Customer location set forth herein. Estimated delivery and/or service schedules contained in this SOW are non-binding estimates.

Ricoh IT Services will install the Fonality™ VoIP telephone communications application and dedicated hardware server that is responsible for maintaining the localized PBX (telephone operating system within the organizations facilities) system. Additionally Ricoh IT Services will distribute, install and configure all VoIP handsets to be used with the system. The system configurations includes a Dell R310 Server populated with a single span T1/PRI card and four (4) port FXO card for analog line connection. PBXtra Call Center edition software will be installed on the server for call processing. Ricoh IT Services will provide a rack mounted 1000VA UPS Battery backup for the Fonality server equipment as well as eighty (80) green Category 5e patch cables to connect and identify phone locations on the switches. Fifteen (15) twenty-five foot Category 5e cables will also be provided for extended connections from wall to desk locations. This statement of work provides the following handset distribution: Fifty-five (55) Polycom 331 phones, sixteen (16) Polycom 550 phones, and four (4) Polycom IP 5000 conference phones. Unit pricing has been included for each. Five (5) years of software updates and phone support are included as part of this SOW.

The Project Solution includes the installation and use of the Fonality™ HUD (Heads up Display) Agent application; the software utility will be implemented as part of the entire telecommunications solution. Ricoh IT Services will install the application on each user workstation and provide general instructions to the user how to access and operate the software. Formal end user training will take place at the Customer’s facilities once all devices have been installed, configured and tested.

If it was determined during the initial Site Survey the “Customer” requires dedicated and isolated incoming/outgoing FAX telephone lines, the Ricoh IT Service Engineers will thoroughly test these lines for the client. The client will remain responsible for maintaining these communication lines as part of their service agreement with their local telephone (POTS) carrier.

As part of the overall scope of this Project it will include the following Services for the specified setup:

- Installation of any required cabling required to support VoIP (Cat5e or Cat6) – Determined during initial Site Survey
 - If Customer elected to have this work completed by a separate 3rd party organization, Ricoh IT Services must have a point of contact within the organization to communicate system requirements and to address any formal Change Orders related to additional cabling or in the event of technical issues with said cabling

- Perform any firewall modifications required for VoIP packet pass-through
 - NAT configuration settings
 - Open UDP ports 5060 and 5061
 - Open TCP ports 80, 8000 and 9000
 - Open TCP port 5222 for HUD (if required)
 - Open audio ports 10000 thru 2000
- Set QOS (Quality of Service) for high priority for Voice packet traffic on network router(s)
- Configure VLAN for voice network traffic isolating it from data traffic
- Installation of dedicated/isolated UPS (Uninterruptable Power Supply). UPS will have the capacity to operate VoIP server for at least 30 minutes under battery power
- Installation of any additional VoIP certified network switch(es) required to supply connections to each user handset location
- Physical installation of network infrastructure hardware required for project implementation
- Installation of Fonality™ VoIP Server onto existing client intranet
 - Customer IT Support (if applicable) will provide Ricoh IT Services with appropriate IP configuration schema for server and handsets
- Client workstation installation of HUD “soft-phone” application for each PC to which a CAL has been purchased (if applicable)

After all VoIP server hardware, software and handset devices have been installed, configured and tested; Ricoh IT Services will provide generalized user training for all employees of the Customer.

- One (1) person will be trained for up to two (2) hours on the management of the Fonality™ server (adding and deleting user accounts, voice mail boxes and password resets)
- All office personnel will be trained for up to one (1) hours (as a group or series of groups) on use of Voicemail system and handset programming.
- If a HUD application is part of the overall project, there will also be training supplied for all personnel for up to one (1) hours
- Office personnel training will be provided in break-out sessions with approximately ten (10) users per session to allow for flexibility and customization for different user levels and departments.

Installation Location

Ricoh will provide the hardware and software installation services in accordance with to the manufacturer recommended procedures. This Statement of Work documentation is for installation services offered at one (1) site location.

Business Name:	City of Wyandotte	Name:	David Fuller
Street Address:	3200 Biddle Avenue Suite 200	Title:	Director of Information Technology
City, State Zip:	Wyandotte, MI 48192	Phone:	734-324-7106
		E-mail:	dfuller@wyan.org

User Acceptance Testing

The primary purpose of User Acceptance Testing (UAT) is for Customer to test the entire solution from a functional standpoint in order to verify that all the features documented are working as specified in the Design documents.

User Acceptance Testing is the primary responsibility of Customer. To achieve this, Customer will test the solution in a real-life environment either in or parallel to the current production environment for a period of five (5) days. The UAT time period will begin directly after the Training and Documentation phase has completed. Customer is responsible for creating the UAT plan. Ricoh IT Service will provide support to Customer during the UAT period. UAT support for any new functionality or desired enhancements outside of the Design documents will be handled with the established change

control procedure.

Customer Responsibilities

The successful completion of the Services depends on the full cooperation and participation of Customer. Ricoh's performance and all timelines and Fees, are dependent upon the availability, completeness and accuracy of necessary information and data; the availability of key personnel and upon Customer's timely and effective performance of its responsibilities hereunder. Delays, inaccuracies or omission in the performance of these responsibilities may result in additional charges and/or delay of the completion of the Project, and may incur additional charges pursuant to the change order provisions hereof. Customer shall be responsible for and agrees to:

- Identify two (2) designated contacts per location. Such contacts shall be full time employees of Customer, who are assigned to make calls for support to Fonality, receive responses thereto and coordinate and facilitate the Services. If the Customer has engaged in a Support Contract with Ricoh IT Services, Ricoh reserves the right to decline Service requests from a person who has not been assigned the above described responsibilities, in which case, the Customer may identify another contact.
- Designated System Administrator who will be the focal point for the day-to-day administration of the Plan.
- Provide Ricoh with LAN access and participate in the PC workstation software configuration, if necessary.
- Perform a complete and verified backup prior to the start of any phase of the Services.
- Ricoh recommends that all Customer network infrastructure hardware (i.e. network switch) to which the Fonality™ VoIP system shall be connected be under current manufacturer warranty coverage, and Ricoh shall not be held responsible for replacing or repairing Customer hardware.
- Be available for training as reasonably required by Ricoh.
- Provide security clearance and access to facilities, as required. This includes badges, passwords, access cards, and parking privileges.
- Provide any necessary passwords for network, domain, internet, and server access to our technical resources.
- Ensure the network is in proper working order in a stable environment.
- For any matter subject to a Change Request, ensure purchase orders are issued in a timely manner, to ensure that hardware and software will be obtained before the commencement of any work.
- Ensure accuracy of data/information supplied to Ricoh.

Customer Technical Responsibilities

Customer will be responsible for supplying the necessary minimum required hardware, software, network and/or systems environment for installation and operation of the Services. Without limiting the foregoing, Customer is responsible at its sole expense for providing the following requirements:

- Providing and maintaining the appropriate environment for the system. Server room or wiring closet should be in a physically controlled area for security purposes.
- It is recommended the server room or wiring closet has proper ventilation and airflow to prevent overheating and premature system failures.
- It is recommended the server room or wiring closet has adequate lighting for Service Engineers to work.
- It is recommended the server room or wiring closet maintain clean (no observed line noise) and ample electrical supply required to properly operate computer network servers and infrastructure.
- If a HUD (Heads-Up Display) software application is to be installed as part of the Project, all user workstations shall have Windows XP (with at least SP2) or Windows OS 7, or newer. Contact Ricoh for the most current system specifications.
- Recommended that Customer network is protected by a hardware-based firewall from Cisco, SonicWall, Watchguard, Juniper or Fortinet (or similar mainstream manufacturer) and will be running the latest firmware.
- If Customer fails to utilize an industry standard anti-virus program, Ricoh shall not be responsible for problems or failures resulting there from, or problems caused by incompatibilities between the Customers supplied anti-virus software program and Fonality™ VoIP software application.
- Customer will provide live Internet connection. If it is determined during the Detailed Site Survey the ISP connection is not sufficient for providing QoS voice and QoS data communications, Customer will secure proper ISP connection/bandwidth prior to Fonality VoIP System installation.
- Customer will provide a "clean" and adequately serviced source of electrical power for any new computer hardware. If the Detailed Site Survey determines there is an insufficient source of power (i.e. overloaded circuit), Customer will take appropriate measures to resolve prior to any system installation.

Ricoh Professional IT Services – Labor Hours

Ricoh EDP Code	Description	Stated Price
(From IT Services Configurator)	Description of IT Labor Services	Total from IT Services Configurator
PS-IPL00003	Installation & Implementation (80 hours)	\$ 7,200.00
	Calculated Labor Cost	\$7,200.00

Ricoh IT Services – Estimated 3rd Party HW/SW/Labor Costs

Manufacturer Product #	Description	Extension
From manufacturer catalog or vendor quote	Detailed product description from manufacturer or provider	Extended Cost for quantity required
FON-MATERIALS-PS1	PBXtra call center edition	\$ 2,590.00
FON-MATERIALS-PS1	HUD Agent	\$ 1,750.00
FON-MATERIALS-PS1	R310 Fonality server	\$ 2,899.00
FON-MATERIALS-PS1	T1/PRI card, single circuit	\$ 1,129.00
FON-MATERIALS-PS1	4 port FXO analog card	\$ 825.00
FON-MATERIALS-PS1	Polycom 331 phone (quantity 55) UNIT COST: \$170.00	\$ 9,350.00
FON-MATERIALS-PS1	Polycom 550 phone (quantity 16) UNIT COST: \$295.00	\$ 4,720.00
FON-MATERIALS-PS1	Polycom IP5000 conference phone (quantity 4) UNIT COST: \$595.00	\$ 2,380.00
FON-LABOR-PS1	Provisioning Fee	\$ 4,125.00
FON-LABOR-PS1	Annual software and phone support (5 years)	\$ 7,500.00
PENDING	Rack mount 1000VA UPS/battery backup	\$ 534.87
22680-DS	5 ft, green patch cords, Category 5 e	\$ 127.20
15222-DS	25 ft, black station cords, Category 5e	\$ 82.05
	Estimated HW/SW Cost	\$38,012.12
	Estimated Labor Cost (from previous section)	\$7,200.00
	Estimated Shipping Cost	\$1,021.00
	Total Project Cost (mixed phone types)	\$46,233.12
	Total Project Cost (all Polycom 331 phones, 4 conference phones)	\$44,233.12
	Total Project Cost (all Polycom 550 phones, 4 conference phones)	\$53,108.12

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: Monday, October 22, 2012

AGENDA ITEM #

4

ITEM: WYANDOTTE MUSEUMS: EVENT CONTRACT

PRESENTER: Jody L. Egen, Director of Museums and Cultural Affairs

INDIVIDUALS IN ATTENDANCE: Jody L. Egen

BACKGROUND: The Wyandotte Museums will be holding a live fundraising auction this November to raise funds for the upcoming local history exhibit gallery installation. The event will be held Saturday, November, 10th at the VFW Hall, 633 Ford Avenue beginning at 9:00 AM with an auction preview, and the live auction starting at 11:00 AM.

STRATEGIC PLAN/GOALS: In accordance with the strategic plan; quality of life.

ACTION REQUESTED: Adopt a resolution authorizing Mayor Joseph Peterson or City Clerk William R. Griggs to sign the attached contract for rental of the VFW Hall where the event will be held.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

\$125 per day. \$250 total to be paid from 101.000.257.250.071

IMPLEMENTATION PLAN: The resolutions and all necessary signed documents will be forwarded to the Director of Museums of Cultural Affairs for implementation.

COMMISSION RECOMMENDATION: Concurs with recommendation.

CITY ADMINISTRATOR'S RECOMMENDATION: Concurs with recommendation.

LEGAL COUNSEL'S RECOMMENDATION: Concurs with recommendation.

MAYOR'S RECOMMENDATION: Concurs with recommendation.

LIST OF ATTACHMENTS: VFW Rental Contract

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: October 22, 2012

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the Director of Museums and Cultural Affairs in the following resolution.

A Resolution approving the attached contract and authorizing Mayor Joseph R. Peterson or City Clerk William R. Griggs to sign the attached contract for rental of the VFW Hall, 633 Ford Avenue, for the Wyandotte Museums live fundraising auction Saturday, November, 10th, to raise funds for the upcoming local history exhibit gallery installation, to be paid from account 101.000.257.250.071.

I move the adoption of the foregoing resolution.

MOTION by
Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

Browning
DeSana
Fricke
Galeski
Sabuda
Stec

VFW Hall Rental Contract

AGREEMENT between the City of Wyandotte Post #1136, V.F.W., 633 Ford Avenue, Wyandotte, MI.

Tenant(s) THE WYANDOTTE MUSEUMS Phone: 734. 324. 7297
Area code

Address 2624 BIDDLE City WYANDOTTE

For the following use: Wedding Shower Meeting Dance Other
Bar Bartender(s) Microphone Pop stand Estimated attendance

Refundable deposit against breakage or loss of kitchen/bar equipment \$ 125.00

Full payment due ~~twenty-four (24) hours~~ 7 DAYS prior to taking possession of hall \$ _____

TOTAL RENTAL \$ 250.00

Occupancy of hall will begin on 11-9-12 / _____ and end on 11-10-12 / _____
(date) (time) (date) (time)

IT IS FURTHER AGREED THAT:

1. The tenant will vacate the premises within one half (1/2) hour after the tenant's time expires or they will forfeit their deposit.
2. The tenant is responsible for all damages, losses to the premises during their rental. The tenant will pay for all such losses or damages and the landlord may hold any property to cover same in case of failure to pay by the tenant.
3. The tenant is obligated to use the V.F.W. #1136 name in all advertising.
4. The tenant can cancel this contract by giving fifteen (15) days notice to the landlord however the tenant forfeits their deposit.
5. The tenant is not allowed to use the premises for any anti government activity.
6. The tenant is obligated to abide by all rules and regulations of government and for any violations thereof, the tenant is fully responsible and their tenancy ceases immediately and they shall vacate the premises within fifteen (15) minutes. Failing to abide by this paragraph makes the tenant in default automatically forfeiting any and all deposits.
7. The tenant will secure and produce necessary permits for the sale of alcoholic beverages and prohibit service to minors.
8. The tenant using the hall for parties must clean off all tables and remove all decorations or forfeit their deposit. All decorations must conform to Act 207 of the Public Act of 1941. (re: flameproof material/no tape on ceiling)
9. The tenant must use Post #1136 bartenders, 1 for the first 100 persons, 2 bartenders for over 100, to be paid by the tenant at the prevailing rate.
10. The tenant must use Post #1136 licensed caterer unless other arrangements are approved by Post #1136 prior to rental.
11. The tenant will not use or move Post property unless prior approval is made.
12. The landlord is not responsible for any property left after the rental.
13. The landlord reserves the right for any of their officers entry into the premises during the tenant's rental.
14. The landlord reserves the right to cancel this contract within fifteen (15) days prior to the date agreed upon with refund of deposit in emergencies.

THE TENANT HAS READ AND APPROVED ALL CONDITIONS STATED ABOVE

Date: _____

Date: 10-4-12

Signature _____
Tenant

Signature: _____
Post #1136 President
Signature: Clifford Harris
Post #1136 agent

10/2/00

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: October 22, 2012

AGENDA ITEM #

5

ITEM: Signage for the New City Hall – 3200 Biddle Avenue

PRESENTER: Mark A. Kowalewski, City Engineer

Mark Kowalewski 10-17-12

BACKGROUND: City Office's are moving to 3200 Biddle Avenue and new signage needs to be installed. Submitted proposed signs on October 15th, to the City Council, which were not approved. Submitting revised signs for review and approval.

STRATEGIC PLAN/GOALS: Ensuring that all new developments will be planned and designed consistent with the city's historic and visual standards; have a minimum impact on natural areas; and, have a positive impact on surrounding areas and neighborhoods. Promoting the finest in design, amenities and associated infrastructure improvements in all new developments

ACTION REQUESTED: Adopt a resolution concurring with recommendation of location of sign and font type

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Already included into contract with Pizzo

IMPLEMENTATION PLAN: Approved signs will be submitted to contractor for installation

COMMISSION RECOMMENDATION: Approved by the Design Review Committee 10/19/12

CITY ADMINISTRATOR'S RECOMMENDATION: *CONCUR Shupdale*

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION:

JTP

LIST OF ATTACHMENTS: Picture of signs and locations

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: October 22, 2012

RESOLUTION by Councilperson _____

BE IT RESOLVED by the City Council that Council receives and places on file the communication from the City Engineer regarding the new signs for the new City Hall at 3200 Biddle Avenue and concurs with the recommendations and authorizes the City Engineer to solicit proposals for same.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

YEAS

COUNCIL

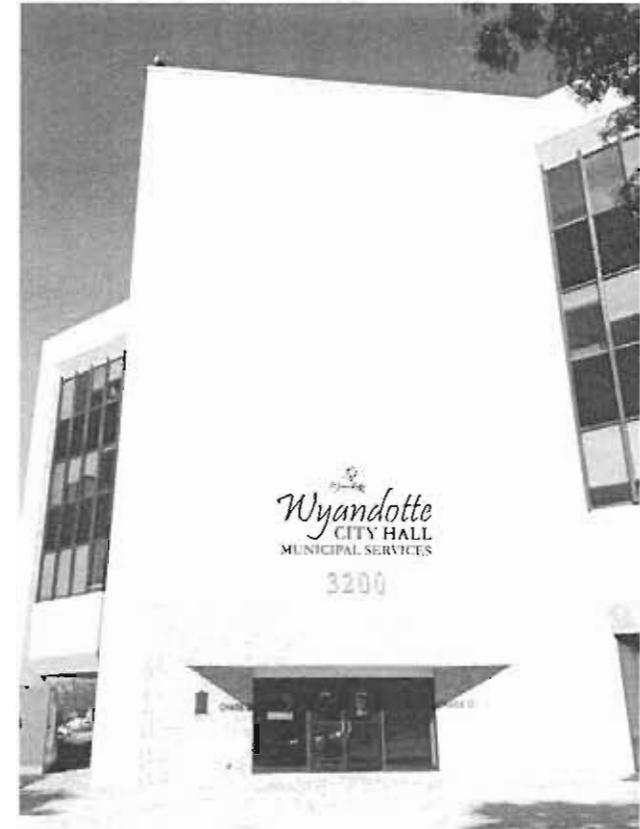
NAYS

Browning
DeSana
Fricke
Galeski
Sabuda
Stec



EUREKA & BIDDLE AVENUE
Bronze lettering & pin-mounted bronze logo

CITY • ELECTRIC • WATER • CABLE
PAYMENTS ONLY



ENTRANCE (Typical for east and west entries)
Bronze lettering & pin-mounted bronze logo



EUREKA & BIDDLE AVENUE
Existing signage

Wyandotte
3200 BIDDLE AVENUE

BUILDING SIGNAGE

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

October 16, 2012

JOSEPH R. PETERSON
MAYOR

RESOLUTION

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

By Councilman Leonard Sabuda
Supported by Councilman Daniel E. Galeski

RESOLVED by the City Council that the communication from the City Engineer relative to new signs for City Hall, 3200 Biddle Avenue is hereby held in abeyance for one (1) week.

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 October 15, 2012.


William R. Griggs
City Clerk

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

6

MEETING DATE: October 22, 2012

AGENDA ITEM #

ITEM: Amendment to Purchase Agreement – 2446 8th Street

PRESENTER: Mark A. Kowalewski, City Engineer

BACKGROUND: This is an NSP2 home and City Council approved the sale of this home on August 27, 2012. It was determined that the legal description was incorrect on the Purchase Agreement.

STRATEGIC PLAN/GOALS: Provide the finest services and quality of life to its residents by:

1. Fostering the revitalization and preservation of older areas of the City as well as developing, redeveloping new areas.
2. Ensuring that all new developments will be planned and designed consistent with the city's historic and visual standards; have a minimum impact on natural areas; and, have a positive impact on surrounding areas and neighborhoods.

ACTION REQUESTED: Adopt a resolution concurring with recommendation

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Execute First Amendment to Purchase Agreement and close on property.

COMMISSION RECOMMENDATION: N/A

Mark Kowalewski - 10-17-12

CITY ADMINISTRATOR'S RECOMMENDATION:

Support

LEGAL COUNSEL'S RECOMMENDATION: Approved 10/03/12

MAYOR'S RECOMMENDATION:

MP

LIST OF ATTACHMENTS: First Amendment to Purchase Agreement

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: October 22, 2012

RESOLUTION by Councilperson _____

BE IT RESOLVED by the City Council that Council concurs with the recommendation from the City Engineer regarding First Amendment to Purchase Agreement for the sale of the home at 2446 8th Street; AND

BE IT FURTHER RESOLVED that Council authorizes the Mayor and City Clerk to execute the First Amendment to Purchase Agreement as submitted to City Council.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

YEAS

COUNCIL

NAYS

Browning
DeSana
Fricke
Galeski
Sabuda
Stec

FIRST AMENDMENT TO PURCHASE AGREEMENT
BETWEEN
THE CITY OF WYANDOTTE
AND KEVIN SALLA

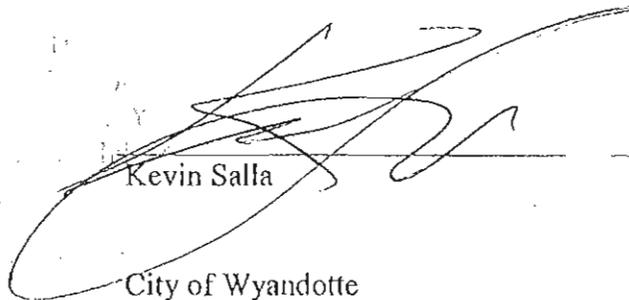
The Purchase Agreement dated August 27, 2012, for the property located at 2446 8th Street, Wyandotte, Michigan hereby amends the described property as follows:

Lots 48 and 49 and all of Lot 50 except the south 15 feet Moore's Subdivision as recorded in Liber 25 Page 9 Wayne County Records

All other terms and conditions shall remain in full force and effect.

Dated this 12 day of OCTOBER, 2012.

In the Presence of:


Kevin Salla
City of Wyandotte

Joseph R. Peterson, Mayor

William R. Griggs, City Clerk

FIRST AMENDMENT TO PURCHASE AGREEMENT
BETWEEN
THE CITY OF WYANDOTTE
AND KEVIN SALLA

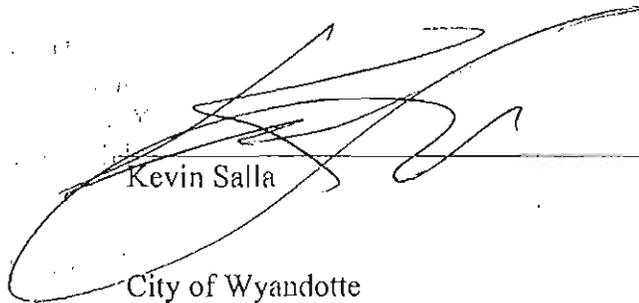
The Purchase Agreement dated August 27, 2012, for the property located at 2446 8th Street, Wyandotte, Michigan hereby amends the described property as follows:

Lots 48 and 49 and all of Lot 50 except the south 15 feet Moore's Subdivision as recorded in Liber 25 Page 9 Wayne County Records

All other terms and conditions shall remain in full force and effect.

Dated this 12 day of OCTOBER, 2012.

In the Presence of:


Kevin Salla
City of Wyandotte

Joseph R. Peterson, Mayor

William R. Griggs, City Clerk

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

Late
Item
7

MEETING DATE: May 7, 2012

AGENDA ITEM # _____

ITEM: Geothermal Energy/HVAC Installations, NSP2 Bidpack 6

PRESENTER: Pamela Tierney, Energy Services Program Manager

INDIVIDUALS IN ATTENDANCE: n/a

BACKGROUND: Wyandotte Municipal Services had solicited requests for supplying and installing the horizontal connections, internal HVAC ductwork and Geothermal Energy System for NSP2 homes under Bidpack 6, seven homes; two (2) qualified bids were received with L&M Royal Air, Inc. being the lowest qualified bid submitted.

STRATEGIC PLAN/GOALS: Two houses have been approved; Five houses on hold

ACTION REQUESTED: Adopt a resolution concurring with the Wyandotte Municipal Service Commission's approval for the General Manager to sign the Contract to work with L&M Royal Air, Inc. for a contract amount of \$80,328.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Impacts expense account for Geothermal, 591-034-933-951-335; revenue recovered through NSP2 funds, revenue account #: 591-000-520-671-121

IMPLEMENTATION PLAN: Work is to begin immediately.

COMMISSION RECOMMENDATION: Resolution passed on October 16, 2012

CITY ADMINISTRATOR'S RECOMMENDATION: Concur with recommendation.

LEGAL COUNSEL'S RECOMMENDATION: Standard contract approved prior

MAYOR'S RECOMMENDATION: Concur with recommendation.

LIST OF ATTACHMENTS: Resolution, Bid sheet tally, Contract

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: October 22, 2012

RESOLUTION by Councilman _____

BE IT RESOLVED by the City Council that Council Concurs with the Wyandotte Municipal Service Commission in the following resolution.

Resolution to concur Commission on authorizing the General Manager to sign the Contract to work with L&M Royal Air, Inc. for an amount of \$80,328.00 for services under NSP2, Bidpack 6, Geothermal Energy/HVAC installations.

I move the adoption of the foregoing resolution.

MOTION by
Councilmen _____

Supported by Councilman _____

YEAS

COUNCIL

NAYS

Browning
DeSana
Fricke
Galeski
Sabuda
Stec

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-Pricke
Daniel E. Galeski
Leonard T. Saluda
Lawrence S. Stec

Reports

+

minutes



Wyandotte, Michigan October 15, 2012

Regular session of the City Council of the City of Wyandotte, the Honorable Mayor Joseph Peterson presiding.

ROLL CALL

Present: Councilpersons Browning, DeSana, Fricke, Galeski, Sabuda, Stec

Absent: None

PERSONS IN THE AUDIENCE

None

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

October 11, 2012

The Honorable City Council City of Wyandotte
3131 Biddle Avenue
Wyandotte MI 48192

Gentlemen and Madam:

I am writing to request your concurrence in the appointment of Denise Donlon, 525 Orange Street, Wyandotte MI 41892, to the Beautification Commission. Ms. Donlon will replace Margaret Molnar who resigned in June. Her term will expire April 2013.

Thanking you in advance for your support of this appointment, I remain

Joseph R. Peterson, Mayor

October 9, 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 2012-07

After review, the Traffic Bureau recommends the installation of "Handicap Parking" signs at 264 Superior Blvd. #2, 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 2012-07 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

WYANDOTTE CITY CLERK

2012 OCT 16 P 2:00

October 9, 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 2012-08

After review, the Traffic Bureau recommends the installation of "Handicap Parking" signs at 1822 Lindbergh, 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 2012-08 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

October 9, 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 2012-09

After review, the Traffic Bureau recommends the installation of "Handicap Parking" signs at 1856 18th St., 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 2012-09 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
REQUEST FOR COUNCIL ACTION

MEETING DATE: May 7, 2012

AGENDA ITEM #3

ITEM: ACM ABATEMENT AND DEMOLITION OF 1152-54 CHESTNUT

PRESENTER: Mark Kowalewski — City Engineer

INDIVIDUALS IN ATTENDANCE: NA

BACKGROUND: The house located at 1152-54 Chestnut was slated for demolition and asbestos abatement per City Council Resolution on August 14, 2012. During the asbestos abatement additional asbestos containing material (ACM) was identified in the mortar type plaster from the exterior siding boards. The cost to have this additional work seemed excessive (see attached quote from Homrich) so it was decided to solicit additional bids. These bids were received and reviewed and Pro Excavation was determined to be the most qualified bid. See attached bids.

STRATEGIC PLAN/GOALS: NA

ACTION REQUESTED: Adopt a resolution concurring with the City Engineer selecting Pro Excavation as the contractor of record.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to Pro Excavation directing them to begin ACM abatement and demolition.

CITY ENGINEER

CITY ADMINISTRATOR'S RECOMMENDATION

LEGAL COUNSEL'S RECOMMENDATION:

MAYOR'S RECOMMENDATION

LIST OF ATTACHMENTS

Council Resolution Date August 14, 2012

Homrich quote upon discovery of additional ACM dated September 19, 2012 Summary of bids from Pro Excavation, 21st Century Salvage, and Homrich.

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: October 15, 2012

AGENDA ITEM #4

ITEM: 2632 9th Street — Sales Price

PRESENTER: Mark A. Kowalewski, City Engineer

BACKGROUND: This is an NSP2 home. The home has been rehabilitated with NSP2 funds by Pizzo Development. The home has been upgrade with brick exterior, geothermal, new wiring, plumbing, windows, insulations, and roof. An appraisal has been performed by Silverwood Appraisal which indicates the home is worth \$97,000.00. This home will be offered to any approved buyers who meet the income of 50% of below Area Media Income (AMI), and have completed the 8 hours of housing counseling.

To date, the City has entered into 20 Purchase Agreements for the sale of NSP2 homes; closed on 4 properties. 10 properties are being sold to below .50% of AMI, including this property, and 6 are below 120% AMI.

STRATEGIC PLAN/GOALS: Financial responsibility

ACTION REQUESTED: Adopt a resolution approving the listing of the home for sale with Downriver Real Estate Group for the amount of \$97,000.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: List the home with Downriver Real Estate Group with open houses being held on Sunday, October 21st and October 28th, 2012 from 11:00 a.m. to 2:00 p.m. The Lottery Drawing will be held on Monday, November 5, 2012 at 2:00 p.m. in the City Council Chambers.

COMMISSION RECOMMENDATION:

CITY ADMINISTRATOR'S RECOMMENDATION

LEGAL COUNSEL'S RECOMMENDATION:

MAYOR'S RECOMMENDATION

LIST OF ATTACHMENTS

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: October 15, 2012

AGENDA ITEM #5

ITEM: Engineering Department – NSP2 Single Family Sales Program Guidelines

PRESENTER: Mark A. Kowalewski, City Engineer

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: The NSP2 Single Family Sales Program Guidelines is the document that outlines how the NSP2 homes will be sold. Since, the City's Grant with MSHDA is getting closer to ending; the Engineering Department is recommending that the Advertising of NSP2 Homes be changed to shorten the amount of time period from thirty (30) days to a minimum of seven (7) days that they are listed in the Multiple Listing Service (MLS) and the Open Houses be changed to three (3) hours.

STRATEGIC PLAN/GOALS: Provide the finest services and quality of life to its residents. Fostering the maintenance and development of stable and vibrant neighborhoods.

ACTION REQUESTED: Adopt a resolution concurring with the recommendations of the City Engineer.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The new NSP2 Single Family Sales Program Guidelines will be forwarded to all buyers of the NSP2 homes.

COMMISSION RECOMMENDATION:

CITY ADMINISTRATOR'S RECOMMENDATION:

LEGAL COUNSEL'S RECOMMENDATION

MAYOR'S RECOMMENDATION:

LIST OF ATTACHMENTS: "NSP2 Single Family Sales Program Guidelines" with changes denoted on page 6.

Communication from the City Engineer submitting an application for PD Planned Development District for 751/761/771/781 2nd Street between 2nd Street and Biddle Avenue.

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: October 15, 2012

AGENDA ITEM #7

ITEM: Signage for the New City Hall - 3200 Biddle Avenue

PRESENTER: Mark A. Kowalewski, City Engineer

BACKGROUND: City Office's are moving to 3200 Biddle Avenue and new signage needs to be installed.

STRATEGIC PLAN/GOALS: Financial responsibility

ACTION REQUESTED: Adopt a resolution concurring with recommendation of location of sign and font type

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Already included into contract with Pizzo

IMPLEMENTATION PLAN: Approved signs will be submitted to contractor for installation

COMMISSION RECOMMENDATION: Approved by the Design Review Committee 10/11/12

CITY ADMINISTRATOR'S RECOMMENDATION:

LEGAL COUNSEL'S RECOMMENDATION:

MAYOR'S RECOMMENDATION:

LIST OF ATTACHMENTS: Picture of signs and locations

MODEL RESOLUTION:

REPORTS AND MINUTES

Fire Commission Meeting	October 9, 2012
Fire Commission Meeting	September 25, 2012
Police Commission Meeting	September 25, 2012
Police Commission Meeting	October 9, 2012
Design Review Committee	October 11, 2012

CITIZENS PARTICIPATION

None

RECESS

RECONVENING

ROLL CALL

Present: Councilpersons Browning, DeSana, Fricke, Galeski, Sabuda, Stec

Absent: None

HEARING

SHOW CAUSE HEARING REGARDING
WHY THE PROPERTY AT 2251-10TH STREET
SHOULD NOT BE DEMOLISHED, REMOVED OR OTHERWISE
MADE SAFE IN ACCORDANCE WITH THE CITY'S PROPERTY
MAINTENANCE ORDINANCE

Held in abeyance

RESOLUTIONS

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the reading of the minutes of the previous meeting be dispensed with and the same stand approved as recorded without objection.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
ROLL ATTACHED

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that Council CONCURS in the recommendation of Mayor Peterson to appoint Denise Donlon, 525 Orange Street, Wyandotte, Michigan 48192 to the Beautification Commission, term to expire April 2013. AND BE IT FURTHER RESOLVED that Mayor and Council thank Margaret Molnar for her many years of dedicated service to the Commission.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that Council CONCURS in the recommendation of the Chief of Police to install "Handicap Parking Signs" at 264 Superior Blvd. # 2 as set forth in Traffic Control Order 2012-7. AND BE IT FURTHER RESOLVED that the Department of Public Service be directed to install said signs.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that Council CONCURS in the recommendation of the Chief of Police to install "Handicap Parking Signs" at 1822 Lindbergh as set forth in Traffic Control Order 2012-8. AND BE IT FURTHER RESOLVED that the Department of Public Service be directed to install said signs.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that Council CONCURS in the recommendation of the Chief of Police to install "Handicap Parking Signs" at 1856-18th Street as set forth in Traffic Control Order 2012-9. AND BE IT FURTHER RESOLVED that the Department of Public Service be directed to install said signs.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that Council CONCURS with the City Engineer to authorize the acceptance of Pro Excavation's bid of \$39,000 for the abatement of ACM and demolition of 1152-54 Chestnut.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that Council CONCURS with the City Engineer to list for sale the NSP2 property at 2632-9th with Downriver Real Estate Group with Open Houses to be held on October 21st and October 28, 2012 from 11:00 a.m. to 2:00 p.m.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that Council CONCURS with the recommendation of the City Engineer and hereby APPROVES the changes to the NSP2 Single Family Sales Program Guidelines.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the application for a PD Planned Development District as submitted by the City Engineer on behalf of Anthony LoDuca, MJC Labadie LLC is hereby referred to the Planning Commission for the proper public hearing.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the communication from the City Engineer relative to new signs for City Hall, 3200 Biddle Avenue is hereby held in abeyance for one (1) week.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the show cause hearing relative to the structure at 2251-10th is hereby held in abeyance until Monday, November 12, 2012.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the total bills and accounts in the amount of \$1,955,982.52 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan October 15, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the City Engineer has expressed a desire to meet in closed session to discuss acquisition and/or lease of real property. Now, therefore, be it resolved that this Body will meet in closed session immediately following the regularly scheduled Council meeting for the above stated purpose only.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stee

NAYS: None

ADJOURNMENT

MOTION by Councilperson Leonard Sabuda

Supported by Councilperson Daniel Galeski

That we adjourn.

Carried unanimously

Adjourned at 7:38 PM

October 15, 2012



William R. Griggs, City Clerk

MINUTES FOR THE RETIREMENT COMMISSION MEETING
WEDNESDAY, OCTOBER 17, 2012, 9 A.M.

ROLL CALL

Present: Commissioners Hanson, Harkleroad, LaManes, Sabuda, Swiecki

Absent: Commissioners Brohl, Lyon

Also Present: William Look, Legal Affairs
Todd Drysdale, City Administrator
Sam Galanis, Oppenheimer
Tanner Robinson, Oppenheimer
Ken Bieri, Oppenheimer

RESOLUTION ON THE MINUTES

MOTION by Commissioner Sabuda, supported by Commissioner Hanson, that the reading of the minutes of the September 19, 2012 meeting be dispensed with and the same stand approved as recorded. UNANIMOUSLY CARRIED

COMMUNICATIONS – MISCELLANEOUS

MOTION by Commissioner Sabuda, supported by Commissioner Swiecki, that we receive and place on file the communication from the Department of Legal Affairs relative to retirement commission membership. UNANIMOUSLY CARRIED

MOTION by Commissioner Swiecki, supported by Commissioner LaManes, that we concur in the recommendation of the City Administrator regarding the rate of \$30.72 per year of credited service set forth in the communication dated October 16, 2012 and further implement the special supplemental retirement benefit allowance to retirees and or beneficiaries in accordance with Section 2-238 and 2-245 of the Wyandotte Retirement System Ordinance and further recommend to the Mayor and Council that they concur in said recommendation and declare the above provisions in effect for the fiscal year.

MOTION by Commissioner LaManes, supported by Commissioner Hanson, that we concur with the request of Danny Markiecki for his credited service time with the Department of Municipal Service and refer same to the City Administrator for confirmation and coordination of the requested credited service time.

YEAS: Commissioners Hanson, Harkleroad, LaManes, Sabuda, Swiecki

NAYS: None

MOTION CARRIED

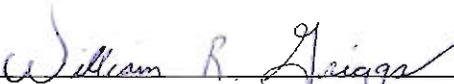
Mr. Galanis raised one million dollars in cash for the reserve account as directed by this Commission since the last meeting. The monthly investment report for September was discussed and Mr. Galanis indicated that we have picked up approximately one million dollars in income since last year. Markets are up at this time and Tanner recommends we stay invested in equities in spite of the fact that these are not normal markets and or times.

Logan Capital Management, Inc. – large capital fund, Steve Lee: to date it has been a good year. Mr. Lee discussed their investment review for the third quarter of 2012. They feel 2012 economy is improving. Capital spending will improve following presidential election regardless of who wins. Returns have been solid to date.

MOTION by Commissioner Hanson, supported by Commissioner Sabuda, that we receive and place on file the Logan Capital Management, Inc. City of Wyandotte Employees Retirement System 3Q12 Review.

ADJOURNMENT

MOTION by Commissioner Hanson, supported by Commissioner Sabuda, that we adjourn at 10:00 AM. UNANIMOUSLY CARRIED



William R. Griggs, Secretary
Wyandotte Employees' Retirement Commission
October 17, 2012

MINUTES OF THE MEETING OF THE
FIRE FIGHTER'S CIVIL SERVICE COMMISSION

September 25, 2012

A Regular Meeting of the Fire Fighter's Civil Service Commission of the City of Wyandotte was called to order by President Dallos at 6:30 p.m., in the Training Room, 2nd Floor, Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan.

PRESENT: Commissioner Michael G. Dallos, President
Commissioner George S. Mobley, Vice President
Commissioner Rodney G. Baker, Secretary
Commissioner Michael Ptak

ALSO PRESENT: Raymond Wagoner, Jeffrey Prisza, Daniel Wright
Debby Harris, Recording Secretary

Proctor of the Fire Captain Examination

The Fire Captain Examination was administered to the applicants at 6:00 pm. The exam was proctored by Comm. Mobley who read the instructions to the test applicants. The applicants were given the allotted time to complete said examination.

Approval of the July 18, 2012 Regular Meeting Minutes

Motion by Comm. Baker, Supported by Comm. Mobley to approve the minutes of the Regular Meeting of July 18, 2012. Motion unanimously carried.

Approval of the August 7, 2012 Special Meeting Minutes

Motion by Comm. Baker, Supported by Comm. Mobley to approve the minutes of the Special Meeting of August 7, 2012. Motion unanimously carried.

New Business

Comm. Dallos introduced his replacement Mr. Michael Ptak to the Commission. Comm. Mobley and Comm. Baker welcomed Comm. Ptak. Comm. Mobley explained to Comm. Ptak that the Commission is giving a Fire Captain Exam tonight. The Commissioners took the opportunity to explain to Comm. Ptak the process of giving exams including awarding Seniority Points and the function of the Eligibility List.

MINUTES OF THE MEETING
OF THE FIRE FIGHTER'S
CIVIL SERVICE COMMISSION

-2-

September 25, 2012

Communications

1. 2012-2013 Approved Budget

Comm. Dallos provided each Commissioner with a copy of the 2012-2013 Fiscal Year Budget as approved by the Mayor and City Council.

2. Bill from Empco

Ms. Harris explained that there was an outstanding balance due in the amount of \$600. After contacting Empco regarding this outstanding balance Mr. Harris was informed that a check in the amount of \$600 had been previously received but had been applied to the wrong invoice.

Old Business

1. Sergeant/Engineer Rank

The Commissioners discussed the new rank of Sergeant/Engineer that has been created. One concern the Commission has is how to determine who is eligible to take promotional exams. A Fire Fighter/Driver who is now a Sergeant/Engineer has not taken the Sergeant exam and therefore is not eligible to take any promotional exams. How does the Commission determine who is eligible to take exams if the new position does not require an exam? The Commissioners continued to discuss the validity of the new rank in regard to State Law. The Commissioners feel that the creation of the new rank is against State Law. It was suggested that perhaps Chief Carley could be present at the next meeting. The Commission instructed Ms. Harris to invite Chief Carley to the next meeting.

Date of Next Regular Meeting

The next scheduled regular meeting of the Commission will be held on Tuesday, October 16, 2012 at 6:30 p.m., in the Court Library, First Floor, 27th District Court, 2015 Biddle Avenue, Wyandotte, Michigan 48192.

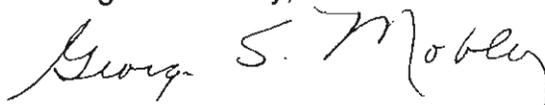
Adjournment

There being no further business to discuss the meeting adjourned at 7:50 p.m.

FIRE FIGHTER'S CIVIL SERVICE COMMISSION
OF THE CITY OF WYANDOTTE

George S. Mobley, Vice President

GSM:dh



MINUTES OF THE MEETING OF THE
FIRE FIGHTER'S CIVIL SERVICE COMMISSION

October 5, 2012

A Special Meeting of the Fire Fighter's Civil Service Commission of the City of Wyandotte was called to order by Vice President Mobley at 12:00 p.m., in the Training Room, 2nd Floor, Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan.

PRESENT: Commissioner George S. Mobley, Vice President
Commissioner Rodney G. Baker, Secretary
Commissioner Michael Ptak

ALSO PRESENT: Debby Harris, Recording Secretary

Certification of Fire Captain Scores

Comm. Mobley read the following scores of the Fire Captain Exam which was given on September 25, 2012.

<u>Name</u>	<u>Final Score</u>
Jeffrey Prisza	69.4526
Daniel Wright	69.3743
Raymond Wagoner	68.0000

Motion to certify the above scores by Comm. Baker, Supported by Comm. Ptak.
Motion unanimously carried.

The Commission instructed Ms. Harris to notify all persons of their scores.

Adjournment

There being no further business to discuss the meeting adjourned at 12:15 p.m.

FIRE FIGHTER'S CIVIL SERVICE COMMISSION
OF THE CITY OF WYANDOTTE



George S. Mobley, Vice President

GSM:dh

CITY OF WYANDOTTE
BEAUTIFICATION COMMISSION MEETING MINUTES – APPROVED
SEPTEMBER 12, 2012

Members Present: John Darin, Chairperson, Michael Bozymowski, Andrea Fuller, Noel Galeski, Linda Orta, Alice Ugljesa,

Members Absent: Brandon Calvin, Karen Tavernier, Bill Summerell, Stephanie Pizzo

Guests: None

1. Call to Order: The meeting was called to order by John at 6:04pm.
2. Introduction of New Member: John introduced Noel Galeski as a new member of the Commission. She was appointed by the Mayor and approved by the Council at the August 21st Council meeting. The Commission extended its welcome to Noel.
3. Reading and Approval of Previous Minutes:
 - a. August 8, 2012 Regular Meeting: The minutes of the August 8, 2012 Regular Meeting of the Wyandotte Beautification Commission were revised to cite the cost of flower purchases in the amount of \$545.79 in paragraph 8.b. The motion to approve was made by Linda and seconded by Mike. The minutes were approved unanimously as revised.
4. Chairperson's Report:
 - a. Updated Meeting Attendance Log, Contact List, and Coordinator Responsibilities List: Updated copies of the attendance log, contact list, and coordinator responsibilities list were given to the Commission. Noel updated her contact information.
5. Treasurer's Report: As of September 12, 2012, the current balance remaining is \$2,876.12. After posting planned expenses for fall dig-in plants (\$545.79) and beautification award lawn signs (\$737.50), the estimated balance will be \$1,592.83. It was noted that the FY 2012-2013 budget was approved and was decreased from the proposed \$8,000 to \$6,000.
6. Announcements & Public and Media Communications:
 - a. Commission Hotline and Email Monitoring: The hotline and emails are being monitored by John and Andrea. Mike will also monitor the hotline and emails for volunteer communications.
 - b. Beautification Commission Facebook Page: Andrea expressed the need to develop 1-2 paragraph gardening-related text for our Facebook page, to be published periodically. The Commission will work on that enhancement.
 - c. Beautification Council of SE Michigan: It was noted that the BCSEM will hold their next quarterly meeting on September 20 in Auburn Hills. The registration form was reviewed by all members present. John reiterated that the Commission will pay for the cost of registration, however no members will be available to attend this meeting.
 - d. Web Site Updates: Andrea noted that she has been working with Natalie to update various parts of our web site. Her work is much appreciated!
7. Community Garden Report: **Work Day, Saturday, September 15, 9:00am.**
 - a. Status of Garden Operations: The gardens are well-grown. There was a motion by Mike, seconded by Alice for Mike to purchase, on behalf of the Commission, a gas-powered weed trimmer for Commission use at the garden in an amount not to exceed \$150. The motion was approved unanimously.

8. Fall 2012 Dig-In: Saturday, September 22, 2012, 9:00am.
 - a. Review of Plant Order and Set-Up: Plants will be delivered at 8:00 am to 1st and Elm Streets by Moose and Squirrel. The Wyandotte Garden club will send 6 volunteers at 9:00 am. There was a motion by Noel, seconded by Alice to purchase two large pots for planting at the clock tower and arbor, in an amount not to exceed \$1200. The motion was approved unanimously.

9. Annual Home and Business Beautification Awards: Presentation, Monday, September 24, 7:00 pm
 - a. John distributed the beautification award lawn sign design, which was well-received by all, and was approved by consensus.
 - b. The Commission members selected the following 14 homes and business as tentative recipients of the 2012 City of Wyandotte Home and Business Beautification Awards. Alice recovered award stickers for distribution. The awards will be presented at the City Council meeting on Monday, September 24 at 7:00 am. Award recipients will receive a certification, window sticker, lawn sign, and one potted hardy mum.

163 Chestnut Street
607 Clinton Street
525 Forest Street
402 Riverside Drive
2392 20th Street
2762 20th Street
2992 22nd Street
1420 Ford Avenue, K S P Insurance
St. Joseph's Parish Office

10. New Business: There was no new business.

11. Next Meeting: Regular Meeting, Wednesday, October 10, 2012, 6:00pm, City Hall.

12. Adjournment: The meeting was adjourned by John at 8:00 pm.

Respectfully Submitted,

John Darin
Chairman,
Wyandotte Beautification Commission

For

Brandon Calvin
Recording Secretary,
Wyandotte Beautification Commission

MINUTES AS RECORDED

**MINUTES OF THE MEETING OF October 3, 2012
ZONING BOARD OF APPEALS AND ADJUSTMENT**

A meeting of the Zoning Board of Appeals and Adjustment of the City of Wyandotte was **called to order** by Chairperson Duran **at 6:30 p.m.**, in the Council Chambers of the City Hall, 3131 Biddle Avenue, Wyandotte.

MEMBERS PRESENT: Duran
Flachsmann
Gillon
Nevin
Olsen
Trupiano

MEMBERS ABSENT: Alderman, Cusson, DiSanto

ALSO PRESENT: Peggy Green, Secretary

A motion was made by Member Nevin, supported by Member Olsen to approve the minutes of the September 5, 2012, meeting.

Yes: Duran, Flachsmann, Gillon, Nevin, Olsen, Trupiano

No: none

Abstain: none

Absent: Alderman, Cusson, DiSanto

Motion passed

#3159 - DENIED

Thomas Suveg, 1774 Dee, Wyandotte (owner & appellant)

for a variance **to obtain a concrete permit for front yard parking at 1774 Dee** (Lot 93, Baisley Park Sub.), in a RA zoning district, where the proposed conflicts with Section 2403.C of the Wyandotte Zoning Ordinance.

SECTION 2403.C:

Offstreet parking may be in the side or rear yard. Offstreet parking shall not be permitted within a required front yard unless otherwise provided for in this ordinance. Proposed offstreet parking would be located in the front yard.

Proposed front yard parking poses a safety concern to vehicular and pedestrian traffic, and may discourage appropriate development and use of adjacent property and buildings, or impair the value thereof.

A motion was made by Member Nevin, supported by Member Flachsmann to deny this appeal.

Yes: Duran, Flachsmann, Gillon, Nevin, Olsen, Trupiano

No: none

Abstain: none

Absent: Alderman, Cusson, DiSanto

Motion passed

#3160 - GRANTED

Baird & Lowler Building Co., Inc., 8142 Macomb, Grosse Ile (appellant) and Michael and Barbara Bartnikowski, 302 Vinewood, Wyandotte (owner)

for a variance **to obtain a Certificate of Occupancy for a front yard fence at 302 Vinewood** (Lot 8, Block 99), in a RT zoning district, where the proposed conflicts with Section 2406.A.1 of the Wyandotte Zoning Ordinance.

SECTION 2406.A.1:

Which prohibits the erection of a front yard fence in the proposed location.

Proposed front yard fence will not be detrimental to the orderly development of adjacent uses and buildings, or to the general characteristics of the neighborhood.

A motion was made by Member Trupiano, supported by Member Olsen to grant this appeal.

Yes: Duran, Flachsmann, Gillon, Nevin, Olsen, Trupiano

No: none

Abstain: none

Absent: Alderman, Cusson, DiSanto

Motion passed

#3161 - DENIED

Emily Moorhaus, 3124 – 21st Street, Wyandotte (owner & appellant)

for a variance **to obtain a mechanical permit for mechanical equipment to be located in a sideyard at 3124 – 21st Street** (Lot 341, Assessor's Wyandotte Plat #12), in a RA zoning district, where the proposed conflicts with Section 2402.L of the Wyandotte Zoning Ordinance.

SECTION 2402.L:

Prohibits placing mechanical equipment/condensing units in any side yard, where proposed condensing unit would be located in a side yard.

Proposed mechanical equipment in side yard poses a safety concern to vehicular and pedestrian traffic, and may discourage appropriate development and use of adjacent property and buildings, or impair the value thereof.

A motion was made by Member Olsen, supported by Member Nevin to deny this appeal.

Yes: Duran, Flachsmann, Gillon, Nevin, Olsen, Trupiano

No: none

Abstain: none

Absent: Alderman, Cusson, DiSanto

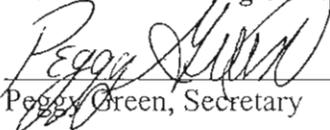
Motion passed

COMMUNICATIONS:

A motion was made by Member Trupiano, supported by Member Olsen to place all communication on file. Motion carried.

OTHER BUSINESS:

There being no further business to discuss, the meeting adjourned at 7:20 p.m. **The next scheduled meeting of the Board will be held on November 7, 2012**



Peggy Green, Secretary

Appeal #3159

Chairperson Duran read the appeal and asked that it be explained.

Thomas Suveg, owner, present.

Mr. Suveg explained that that his house sets in the rear of the lot. Mr. Suveg stated that he has been in front of the Zoning Board before for a variance for his shed. Mr. Suveg continued that his wife is disabled and he went to apply for handicap parking and it was suggested that maybe he could put in a driveway. Mr. Suveg stated that there are renters all around and they all have 2 or 3 cars each.

Chairperson Duran asked if he would be removing the stone walls. Mr. Suveg replied no, the driveway would be in front of the shed.

Member Flachsmann informed Mr. Suveg that the ordinance requires that a driveway go 20' past the front of the house. Member Flachsmann asked if he would be able to pull around to the back of the house. Mr. Suveg replied that the alley is not really accessible, there is a deck in the rear, and it would be hard to get through in the winter.

Member Flachsmann stated that he might be in favor of the appeal if the driveway was moved to the east side of the property, and extend 20' past the front of the neighbors house. Mr. Suveg stated that he would be parking in the middle of the front yard.

Member Flachsmann stated that with the proposed parking, he would be parking by the neighbors front porch, and if it was moved to the east side of the property, it would be a lesser violation. Member Flachsmann asked Mr. Suveg if he would be acceptable to that.

Mr. Suveg replied no, he will get a handicap parking spot and make a nice wider sidewalk.

Member Flachsmann commented that if he is going to widen the service walk, a permit is required.

Member Flachsmann asked Mr. Suveg if he is the owner of the property. Mr. Suveg replied yes. Member Flachsmann asked if the lot was 30' wide. Mr. Suveg replied yes.

Mr. Suveg stated that in the winter, he has parked on 17th Street and walked to his home, the plow does not get to the curb.

Member Olsen commented that there are many cars on the street, and if this is done, that is 1 spot omitted from the street, the lot is already nonconforming, and he suggested that Mr. Suveg go with the handicap parking spot in front of his house.

Chairperson Duran read a letter in opposition from a neighbor (letter has been made part of the minutes).

Mr. Suveg discussed the parking situation with his neighbor.

One communication was received in opposition to this appeal.
One communication was received from DTE.

Appeal #3160

Chairperson Duran read the appeal and asked that it be explained.

Charles Lowler, appellant, present.

Mr. Lowler presented pictures of the property to the Board.

Mr. Lowler stated that there was a chainlink fence on the property and he did a walk thru inspection with the building inspector, and they talked about replacing the existing chainlink fence, and there was a miscommunication. Mr. Lowler stated that the neighbor is in favor of the appeal.

Member Gillon asked when the fence was replaced. Mr. Lowler replied that this is a new construction, and the fence went up approximately 5 weeks ago.

Mr. Lowler stated that the building inspector (Claude) informed him that he can't have a front yard fence, and he thinks that the fence was there when the Certificate of Occupancy was issued.

Member Flachsmann commented that the application states that the fence is a proposed fence. Mr. Lowler stated that the fence was already installed and Claude called and told him that he would have to appeal it to the Zoning Board.

Mr. Lowler explained that he knows that it is his fault, he asked if he could have a fence meeting, he and Claude talked about the fence, there was an existing fence, and he assumed that he could put one there.

One communication was received from DTE.

Appeal #3161

Chairperson Duran read the appeal and asked that it be explained.

Emily Moorhaus, owner, present.

Ms. Moorhaus explained that the reason for the location of the unit is because she has a finished basement, and would have had to do some demolition work if she put it in the rear. Ms. Moorhaus continued that she is a first time homeowner and 25 years old, she had no idea that she had to get a permit.

Chairperson Duran asked who installed the unit. Ms. Moorhaus replied a friend, she had no idea that a permit was required.

Member Gillon asked when the unit was installed. Ms. Moorhaus replied end of June, beginning of July and added that she received a letter about not getting a permit, then she was issued a citation.

Chairperson Duran asked if she would consider putting an enclosure around the unit. Ms. Moorhaus replied yes.

Member Olsen asked where the furnace was located. Ms. Moorhaus replied under the kitchen.

Member Olsen stated that it would have taken an experience installer to help, and they should have known that a permit was required, in most cities you can't put units between houses, and this one could be located in the rear yard, you could run the piping on the outside of the house.

Ms. Moorhaus stated that she did ask the neighbor and she said it was ok.

Member Flachsmann commented that it looks like it was professionally installed, and they would have known that permit was required. Ms. Moorhaus stated that it was a construction guy that helped her.

Member Olsen commented that anyone in construction would have known that a permit was required.

Member Flachsmann commented that lack of not knowing that a permit is required is not a good reason, he has a problem with asking for permission after something is done. Mr.

Flachsmann commented that she could be putting her and her neighbors life in danger, and asked Ms. Moorhaus how does she know that the unit is installed properly. Member Flachsmann continued that permits should be pulled first for the safety of yourself and the whole City, and he does not see a hardship in this case.

Member Nevin expressed concern about the unit sticking out, and kids being curious, and this could be a liability, and he is concerned about safety.

Ms. Moorhaus stated that she would be willing to put an enclosure around the unit.

Virginia Wagner, 3116 – 21st Street.

Ms. Wagner stated that she has lived there for 61 years, and her driveway is next to the unit, and she did not give permission and she was told that it was too much trouble to put the unit in the rear.

Ms Wagner continued that when she wanted to put an air conditioner unit in the sideyard, she was told that it had to be in the rear yard. The air conditioner is in her way. Ms. Wagner added that she had a new roof put on, and she got a permit. Ms. Wagner continued that she does not want to listen to the unit if her window is open, and if the driveway is icy, she might slide into the unit.

Nancy McDonald, 4802 Valley, Trenton.

Ms. McDonald stated that she lived at 3116 – 21st for 20 some years, she is Ms. Wagner's daughter and she is worried about her mother. If you open the car door, the unit will be in the way, and she feels that an enclosure would make it worse, and when it was installed, they should have known that it would be a safety issue.

One (1) communication was received in favor of this appeal.
One communication was received from DTE.

ZONING BOARD
10-3-12

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RECEIVED
9-28-12

September 28, 2012

Department of Engineering and Building
Attn: Zoning Board of Appeals and Adjustment
3131 Biddle Avenue
Wyandotte, MI 48192

#3159

Re: Appeal #3159

To Whom It May Concern:

In regard to appeal #3159 that Thomas Suveg, of 1774 Dee St., Wyandotte, wishes to pave all or part of his front yard at aforementioned address, I am wholly behind the city's decision to deny the petition for a permit. The overall appearance of our beautiful neighborhood would suffer by allowing Mr. Suveg to turn his front yard into a parking lot. After inspecting other homes in Wyandotte, I have failed to find another that neglects to uphold Section 2403.C of the Wyandotte Zoning Ordinance, and I see no reason to change that now. Wyandotte is a charming city, and it is clear why this ordinance was created in the first place. A paved front yard would be an eyesore to the residents of Dee Street and a turnoff to prospective homebuyers. Because of this, Home values would fall. Approving this appeal would result in the loss of multiple parking spots on a block that is already crowded with cars, and where parking is at a premium.

I am personally uncomfortable with the idea that his vehicles will be parked directly beneath our living room and bedroom windows, particularly since his car alarm is so sensitive that it goes off all hours of the night. I believe the only thing that would come of this situation is that Mr. Suveg would secure a permanent parking spot for himself at the expense of the other residents of Dee Street. In an effort to deter others from attempting to pave their front yards as well, I believe Mr. Suveg's request for a concrete permit should be denied.

Sincerely,

Ronald & Mary Jo Whitehead
1782 Dee St.
Wyandotte, MI 48192



DTE Energy - Michcon Gas Co.
Data Integrity and Technology
One Energy Plaza, WCB-1836
City of Detroit, MI 48226

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ZONING BOARD
10-3-12

September 19, 2012

Peggy Green, Zoning Board Secretary
Zoning Board of Appeals and Adjustment
3131 Biddle Avenue, City of Wyandotte
Michigan 48192

RE: Appeal #3159: For a variance to obtain a Concrete Permit for a front yard parking at #1774
Dee Street,(Lot 93, Baisley Park Sub.), in a RA Zoning District.

- Not involved. See Remarks!
- Involved: but asking you to hold action on this petition until further notice.
- Involved but have no objection to the property change - - provided that an easement of the full width of the public right-of-way (street, alley or other public place) is reserved.
- Involved: the nature of our services, and the estimated costs of removing, rerouting or abandonment of such all gas mains and/or services

REMARKS:

DTE Energy-MichCon Gas Company has no involvement, nor objection to the Appeal No. 3159 as mentioned above. See enclosed strip print and attached notice of public hearing, for your use and information.

Please abide by Public Act 53, three (3) working days before you dig, dial toll free MISS DIG
at: 1 - 800 - 482 - 7171.

Michcon Gas Leak Emergency Phone Number: 1- 800 - 947 - 5000.

Sincerely,

/s/ Eddie A. Reyes
Senior Drafter
Data Integrity and Technology

E.A.R/
Enclosure



DTE Energy - Michcon Gas Co.
Data Integrity and Technology
One Energy Plaza, WCB-1836
City of Detroit, MI 48226

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Zoning Board
10-3-12

September 19, 2012

Peggy Green, Zoning Board Secretary
Zoning Board of Appeals and Adjustment
3131 Biddle Avenue, City of Wyandotte
Michigan 48192

RE: Appeal #3160: For a variance to obtain a Certificate of Occupancy for a front yard fence at #302 Vinewood, (Lot 8, Block 99), in a RT Zoning District.

- Not involved. See Remarks!
- Involved: but asking you to hold action on this petition until further notice.
- Involved but have no objection to the property change -- provided that an easement of the full width of the public right-of-way (street, alley or other public place) is reserved.
- Involved: the nature of our services, and the estimated costs of removing, rerouting or abandonment of such all gas mains and/or services

REMARKS:

DTE Energy-MichCon Gas Company has no involvement, nor objection to the Appeal No. 3160 as mentioned above. See enclosed strip print and attached notice of public hearing, for your use and information.

Please abide by Public Act 53, three (3) working days before you dig, dial toll free MISS DIG at: 1-800-482-7171.

Michcon Gas Leak Emergency Phone Number: 1-800-947-5000.

Sincerely,

ISA Eddie A. Reyes
Senior Drafter
Data Integrity and Technology

EAR/

Enclosure

ZONING BOARD

10-3-12

#3161

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To Whom it may concern,

My name is Francine Boye. I have been a resident of Wyandotte for 14 years and am a neighbor of Emily Moorhaus.

The reason for this letter is to convey my complete support in Emily's request for an appeal.

If there is anything further that I can do to help her obtain the mechanical permit necessary please do not hesitate to contact me at the number listed below.

Thank you for your time.

(734) 281-0556

Sincerely,

Francine Boye

3130-21st



DTE Energy - Michcon Gas Co.
Data Integrity and Technology
One Energy Plaza, WCB-1836
City of Detroit, MI 48226

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ZONING BOARD
10-3-12

September 19, 2012

Peggy Green, Zoning Board Secretary
Zoning Board of Appeals and Adjustment
3131 Biddle Avenue, City of Wyandotte
Michigan 48192

RE: Appeal #3161: For a variance to obtain a Mechanical Permit for mechanical equipment to be located in a side yard at #3124 - 21st. Street, (Lot 341, Assessor's Wyandotte Plat #12), in a RA Zoning District.

- Not involved. See Remarks!
- Involved: but asking you to hold action on this petition until further notice.
- Involved but have no objection to the property change - - provided that an easement of the full width of the public right-of-way (street, alley or other public place) is reserved.
- Involved: the nature of our services, and the estimated costs of removing, rerouting or abandonment of such all gas mains and/or services

REMARKS:

DTE Energy-MichCon Gas Company has no involvement, nor objection to the Appeal No. 3161 as mentioned above. See enclosed strip print and attached notice of public hearing, for your use and information.

Please abide by Public Act 53, three (3) working days before you dig, dial toll free MISS DIG at: 1 - 800 - 482 - 7171.

Michcon Gas Leak Emergency Phone Number: 1- 800 - 947 - 5000.

Sincerely,

/s/ Eddie A. Reyes

Senior Drafter
Data Integrity and Technology

EAR/
Enclosure