

**REGULAR MEETING**

The meeting was called to order at 8:00 p.m., Mayor Frank Vaslo presiding

Pledge of Allegiance to the Flag

Invocation by Rev. Pat Bossio, Sr. of Faith Christian Assembly

PRESENT: Councilpersons Valerie Brady, Mario DiSanto, Mark Kandes, Thomas McPartlin,  
Thomas Murphy and Michael Myers

ALSO PRESENT: City Manager Steve Duchane, City Attorney Ed Zelenak and  
City Clerk Donna Breeding

Mayor's Remarks

**RESOLUTION 07-394 Minutes**

By Councilman McPartlin, supported by Councilman DiSanto

RESOLVED, that the minutes of the Regular Meeting held under the date of November 26, 2007  
be approved as recorded.

Motion unanimously carried.

(Note: Study Session held November 26, 2007 at 9:59 p.m.)

**RESOLUTION 07-395 Award Bid/SCBA Air Fill Station**

By Council President Murphy, supported by Councilman Myers

RESOLVED, that Mako Compressors, LLC be awarded the bid for a Self Contained Breathing  
Apparatus Air Fill Station in the amount of \$27,505.00 less trade in discount of \$4,000 as they  
were the lowest, best bid. Funds to come from CDBG Account #24933-75504 Fire Fighting  
Equipment.

Motion unanimously carried.

**RESOLUTION 07-396 Capital Improvement Procedures**

By Councilman DiSanto, supported by Councilwoman Brady

WHEREAS, the City of Lincoln Park is continually evaluating all expenditures; and  
WHEREAS, the goal of the City is to provide a quality product for capital improvement projects.  
THEREFORE BE IT RESOLVED, that all capital improvement projects, such as, but not limited  
to, concrete replacement, concrete repair, milling and overlay, asphalt, capping, catch basins, and  
sidewalk programs, that the City of Lincoln Park or it's designee is the sole coordinator, are to be  
prepared and complete for proper bidding procedure by March 1 of the year that the work is to be  
performed and that the aforementioned projects shall be completed by October 30 of the same  
year.

BE IT ALSO RESOLVED, that the same procedural guidelines will be applicable to capital  
improvement projects wherein CDBG funds will be utilized.

FURTHER BE IT RESOLVED, that pursuant to Chapter 207, Section .03 of the Codified  
Ordinances of the City of Lincoln Park, emergency situations will be addressed accordingly.

Motion unanimously carried.

**RESOLUTION 07-397 Amend Administrative Regulations**

By Council President Murphy, supported by Councilman McPartlin

RESOLVED, that first chapter of the Administrative Regulations of Conduct for City Officers,  
Resolution 04-171 as adopted on April 12<sup>th</sup>, 2004 be amended and read as follows:

**Chapter 1**

**Section 100.**

The City Manager is a Chief Policy Advisor to the Mayor and City Council and is therefore a  
point of contact for information, analysis, and advisory opinions. Generally, advising the  
Manager in addition to the Mayor & Council, of requests and contacts with the Department  
Heads or other staff will aid in ensuring responsiveness to Council requests. All Department  
Heads and staff may freely provide information and respond to all Councilmember inquiries.

**continued**

The Manager while not acting as an information filter, shall also be briefed on the nature of the request and correspondingly, the action taken. If the contact will involve expenditures, changes in immediate work plans or is contrary to approved council programs and/or policy, the Manager shall discuss the information, request or direction, with the Mayor and City Council, giving each member equal and timely information so that any necessary action can be approved and taken.

**Section 101.**

The Mayor and City Council, Department Heads and Staff members may receive complaints regarding city personnel action or inaction. To further the goals of quality service, the City Manager shall also be advised of the complaint and shall investigate the complaint, and inform the Mayor & City Council. The protection of the city’s rights and the employee’s rights pursuant to contract, Code and Charter is of paramount consideration in all personnel matters.

**Section 102.**

The Mayor and Council shall receive the same information about a matter particularly as it relates to agenda items under consideration. The information shall be provided so that each member receives it at the same time, without the need to inquire about it or request it. No one will receive difference or special information that would tend to place one member at an advantage over the others. Staff reports shall be forwarded to the Mayor & Council and the City Manager who shall review and advise Council as to the accuracy and completeness of such reports along with ensuring that alternatives for Council consideration are provided.

**Section 103.**

No individual Councilmember will order the City Manager to act, omit, recommend order, or do something that has not been approved by the Mayor and City Council. No individual Councilmember shall direct the city staff to act until first directing the City Manager to notify the staff of the desired conduct and actions.

**Section 104.**

When advising the Mayor & City Council of issues of importance, City Department Heads and staff members shall also advise the City Manager thus keeping the Manager equally informed. The Mayor and Council expect the City Manager to ensure quality, accuracy, appropriateness, and alternatives for solution to be provided from the staff as well as his advisory opinion when applicable.

Motion carried.

NAYS: Councilpersons DiSanto, Kandes and Mayor Vaslo

**RESOLUTION 07-398 Budget Amendment/Police Dept.**

By Mayor Vaslo, supported by Councilman Kandes

RESOLVED, that the Director of Finance be and is hereby authorized to make the following adjustments to the Police Department Expenditure line items as follows;

<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>	<u>CURRENT BUDGET</u>	<u>PROPOSED BUDGET</u>
Wages	101305 706	2,585,705	2,667,676
Overtime	101305 709	200,000	208,400
Courttime	101305 709C	80,000	83,400
Dental	101305 713PF	54,111	56,053
Social Security	101305 715PF	46,913	48,413
Vision	101305 719GP	8,498	8,973
Hospitalization	101305 719PF	476,772	505,227
Life Insurance	101305 720PF	17,485	18,193
Workers Compensation	101305 917	63,912	65,372

Motion unanimously carried.

**RESOLUTION 07-399 Authorization to Hire 4 Police Officers**

By Council President Murphy, supported by Councilwoman Brady

WHEREAS, at a public meeting of the Lincoln Park City Council, Commissioner James Bowens of the Public Safety Commission requested that the city council hire four (4) patrol officers THEREFORE BE IT RESOLVED, that the Public Safety Commission is hereby directed to fill the aforementioned vacancies.

Motion unanimously carried.

**RESOLUTION 07-400 Change Order/PD Restroom Renovation**

By Councilman McPartlin, supported by Councilman Kandes

RESOLVED, that Change Order #1 for the Police Department Restroom Renovation in the amount of \$1,374.44 be approved.

Motion unanimously carried.

**RESOLUTION 07-401 Attend Training/Police Dept.**

By Council President Murphy, supported by Councilwoman Brady

RESOLVED, that Mayor and Council authorize Lieutenant Brian Hawk and Sergeant Frank Oziem to attend the "School of Police Staff and Command" being offered at Eastern Michigan University consisting of a weekend orientation in January 2008, then for one week a month for nine months concluding in September 2008. The cost of this school is \$1,018.00 per person for a total of \$2,036.00. The cost of this school is MCOLES approved and funds will come from the 302 Training Fund -- 101.000.370PT. One Police Department vehicle will be used.

Motion unanimously carried.

**RESOLUTION 07-402 Attend Conference/Councilmembers**

By Councilwoman Brady, supported by Councilman McPartlin

RESOLVED, that Mayor and Council authorize Council President Thomas Murphy and Councilman Michael Myers to attend the MCDA Technical Assistance Winter Conference to be held in Lansing, Michigan on December 5, 2007. A City vehicle will be used. Cost will be \$150. Funds to come from the Mayor & Council Training Account – 101.101.960.

Motion carried.

NAY: Mayor Vaslo

Re: Council Liaison Designations Mayor Vaslo instructed the Council to choose one major department and one board or commission to represent the City of Lincoln Park as the designated Liaison. Choices were made in order of the number of votes each received in the November 2007 General Election. 2007-2009 Liaisons are as follows:

**CITY OF LINCOLN PARK LIAISON DESIGNATIONS 2007-2009****MAYOR FRANK VASLO**

City Attorney

Finance Department.

Downriver Community Conference/Downriver Mutual Aid-Delegate

Economic Development Corporation

Brownfield Redevelopment Authority Board

Downtown Development Authority

Municipal Employee Retirement Board

Police & Fire Retirement Board

City Manager

Community Improvement Commission

**COUNCIL PRESIDENT THOMAS MURPHY**

Police Department

Public Safety Commission

Human Resources/Purchasing

Housing Commission

LP Pride

**COUNCILMAN MARIO DI SANTO**

Department of Public Services

Museum/Historical Commission

LP Public Schools

Street Maintenance & Infrastructure Advisory Board

**COUNCILMAN THOMAS McPARTLIN**

Fire Department  
25<sup>th</sup> District Court  
Economic Development Corporation  
Brownfield Redevelopment Authority  
Cable Television Programming Advisory Board  
Municipal Service Board

**COUNCILMAN MARK KANDES**

Community Planning & Development Department  
Planning Commission  
Zoning Board of Appeals  
Building Board Code of Appeals  
Municipal Employees Pension Board  
Citizens Patrol Watch  
DCC Alternate

**COUNCILWOMAN VALERIE BRADY**

Assessing Department  
Parks & Recreation Department  
Parks & Recreation Commission  
Library  
Library Commission  
Cultural Commission

**COUNCILMAN MICHAEL MYERS**

Building & Engineer Department  
Senior Department  
Senior Commission  
Downtown Development Authority  
Police & Fire Retirement Board  
Veterans Council

**CITIZENS COMMUNICATIONS**

**ORAL REPORTS OF THE MAYOR AND COUNCIL**

There being no further business, the meeting adjourned at 9:09 p.m.

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**FRANK VASLO, MAYOR**

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**DONNA BREEDING, CITY CLERK**