

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for the Regular Council Meeting of April 7, 2025

- Item 1 CALL TO ORDER
Prerogative of the Mayor to call this meeting to order.
- Item 2 ROLL CALL
Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE
Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS
Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 ACCEPTANCE OF THE AGENDA
Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.
- Item 6 CONSENT AGENDA
All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items (6A-6H) listed under the consent agenda as presented.

A. Appointment

1. Beautification Advisory Commission - George Dinicu
 - a) Biographical Sketch
2. Senior Citizens' Commission - Marianne Langlois
 - a) Biographical Sketch

B. Approval of Minutes

1. Council 03/17/25

C. Commission Minutes Received and Placed on File

1. Beautification Advisory Commission 02/19/25* & 03/12/25 Excerpt with Recommendation**

**Please note the recommendations in these minutes have been presented at the 03/03/25 council meeting.*

***Recommendation to appoint George Dinicu to the Beautification Advisory Commission and to immediately certify the motion.*

2. Planning Commission 02/25/25 with recommendation*

**Please note the recommendation in these minutes have been presented at the 03/03/25 council meeting.*

3. Senior Citizens' Commission 11/19/24 & 03/18/25 Excerpt with recommendation*

**Recommendation for budget request in the amount of \$3,500.00, plus an additional \$1,000.00 from the Commission's carry forward account no. 213-000-674.320 for total amount of \$4,500.00.*

4. Tree Commission 02/05/25

D. Report

1. Department of Public Safety Annual Report 2024

E. Bids/Proposals/Contracts

1. Torrey Rd. Pump Station Contactors and Motor Protection Relays
 - a) Memo 04/03/25 - Director of Public Services
 - b) Letter 03/21/25 - Scott Garrison (Peter Basso Associates, Inc.)
 - c) Proposal No. DTK3-250402-02-SE - Eaton Corporation
2. Rules of Order and Procedure for the Common Council - Update/Revision
 - a) Proposed Rules of Order and Procedure for the Common Council

F. Proclamation

1. Days of Remembrance (April 20 - 27)
2. Arbor Day (April 25)
3. Telecommunicators Week (April 13 - 19)

G. Resolution

1. MDOT Agreement - Contract # 25-5100 - FY 2025 State Earmark per 2024 Public Act 121
 - a) Proposed MDOT Contract #25-5100
 - b) Proposed Resolution

H. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
 - a) Roslyn Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 156824 - Proj. No. 0160-0464 - 03/19/25 - \$228.65.

- b) 2024 Sewer Rehab By Full Length CIPP LIN - Invoice No. 156825 - Proj. No. 0160-0475 - 03/19/25 - \$192.71.
 - c) LFP Boat Launch Parking Lot - Invoice No. 156827 - Proj. No. 0160-0480 - 03/19/25 - \$3,536.72.
 - d) 2024 Water Reliability Study & AMP - Invoice No. 156829 - Proj. No. 0160-0490 - 03/19/25 - \$10,400.00.
 - e) Vernier & Mack Ave. Intersection Improvement - Invoice No. 156834 - Proj. No. 0160-0455 - 03/20/25 - \$1,725.56.
 - f) Ghesquiere Park Walking Path - Invoice No. 156835 - Proj. No. 0160-0482 - 03/20/25 - \$3,554.19.
2. McKenna - Building/Planning Services
 - a) Invoice No. 22-064-34 (Revised) - Planning Services - October 2024 - 11/22/24 - \$1,839.23.
 - b) Invoice No. 21849-107 - Building Services - February 2025 - 03/21/25 - \$47,848.55.
 - c) Invoice No. 22-064-39 - Planning Services - February 2025 - 03/13/25 - \$1,722.50.
 3. WCA Assessing - Assessing Services - Invoice No. 030425 - April 2025 - 03/04/25 - \$7,534.41.
 4. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 282 - March 2025 - 04/01/25 - \$2,619.50.

Prerogative of the mayor to read aloud the proclamations.

Item 7 PRESENTATION

Item 7A PUBLIC SAFETY ACHIEVEMENT AWARDS
 Prerogative of the Mayor to ask the Director of Public Safety to present the Public Safety Achievement Awards to the recipients.

Item 8 COMMUNICATION

Item 8A FY 2025/2026 GENERAL LIABILITY & PROPERTY INSURANCE
 Prerogative of the City Council to approve and authorize Nickel and Saph Inc. to continue to be the city’s general liability and property insurances agent and approve the renewal proposal as presented in an amount not to exceed \$321,038.78 and to approve a budget amendment from prior year reserves in the amount of \$40,632.78, as reflected in the total amount taken from the accounts listed on the City Administrator’s memo dated April 4, 2025.

Item 8B RESIGNATION – BEAUTIFICATION ADVISORY COMMISSION – MELISSA PUPPOS
 Prerogative of the Mayor to accept the resignation of Melissa Pupos from the Beautification Advisory Commission with regret, and direct that appropriate thanks and recognition be sent to Ms. Pupos.

Item 9 ORDINANCE

Item 9A FIRST READING – CHAPTER 50 - ZONING ORDINANCE AMENDMENT:
SHORT-TERM RENTALS

Prerogative of the City Council to concur with the recommendation of this zoning ordinance amendment and set a date of April 28, 2025, for a second reading and final adoption.

Item 10 NEW BUSINESS/PUBLIC COMMENT

Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 11 ADJOURNMENT

Upon the conclusion of New Business/Public Comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,



Frank Schulte
City Administrator