

# Southgate City Council Agenda

## Council Chambers

Wednesday January 4, 2017

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### 6:30pm **Work Study Session**

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1. Officials Reports
2. Discussions regarding agenda items.

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### 7:00 pm **Regular Meeting**

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#### *Pledge of Allegiance*

**Roll Call:** Colovos, Farrah, George, Graziani, Rauch, Rollet, Zamecki.

**Minutes:**

1. Work Study Session Minutes dated December 21, 2016.
2. Regular City Council Meeting Minutes dated December 21, 2016.

**Scheduled Persons in the Audience:**

**Consideration of Bids:**

**Scheduled Hearings:**

#### **Communications "A" –**

1. Memo from Administrator; Re. Setting Public Hearing Date for Southgate's CDBG Program; 2017-2018 Program Year.
2. Memo from ACA/FD; Re. Proposed Schedule FY 17/18 Budget Process.
3. Memo from ACA/FD; Re. Request for Public Hearings; A) Southgate-Wyandotte Operation/Maintenance/Capital. B) Water and Sewer Rates
4. Request from Wayne County for Long Term Maintenance of Storm Water Management System of Brest Road.

**Communications "B" – (Receive and File)**

**Ordinances:**

**Old Business:**

**New Business:**

**Unscheduled Persons in the Audience:**

**Claims & Accounts: Warrant # 1320 - \$ 1,683,849.52**

**Adjournment:**

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**Janice M. Ferencz, City Clerk**

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**JAMES E. DALLOS**  
*Treasurer*



## City of Southgate

**NORMA J. WURMLINGER**  
**MUNICIPAL BUILDING**

**- CITY COUNCIL -**

**JOHN GRAZIANI**  
*Council President*

**KAREN E. GEORGE**

**MARK FARRAH**

**BILL COLOVOS**

**DALE W. ZAMECKI**

**PHILLIP J. RAUCH**

**CHRISTOPHER P. ROLLET**

**TO:** THE MEMBERS OF THE CITY COUNCIL  
**FROM:** JOHN J. ZECH, CITY ADMINISTRATOR *JJE*  
**SUBJECT:** SETTING A PUBLIC HEARING DATE FOR THE CITY OF SOUTHGATE'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM 2017-2018 APPLICATION  
**DATE:** DECEMBER 27, 2016  
**CC:** MAYOR JOSEPH G. KUSPA

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It is time to begin the application process for the City's CDBG Program 2017-2018 Application. Therefore the Administration is requesting the City Council to adopt a resolution setting a public hearing for Wednesday, February 1, 2017 at 7:00p.m. to discuss the Administration's recommendations for the use of the City's 2017-2018 funds.

Members of the Administration will attend a training session on January 5, 2017 that Wayne County is hosting regarding the 2017-2018 application process. What we have been told so far is that we will receive about 90% of what we received last year, which was \$155,658.00. Therefore, for planning purposes, we are forecasting we will receive around \$140,000.00. We will have more information on this matter very soon.

If you have any questions, please contact me.

**JOSEPH G. KUSPA**  
*Mayor*

**JANICE M. FERENCZ**  
*City Clerk*

**JAMES E. DALLOS**  
*Treasurer*



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**CHRISTOPHER P. ROLLET**

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** David Angileri, Assistant City Administrator/Finance Director 

**DATE:** December 27, 2016

**RE:** Proposed Schedule – FY 17/18 Budget Process:

The following schedule is proposed regarding the process for review and approval of the budget for fiscal year commencing July 1, 2017.

Budget Workshop:	April 08, 2017	8:00 A.M.
Public Hearing on Budget:	May 03, 2017	7:00 P.M.
Adoption of Budget by City Council:	May 17, 2017	7:00 P.M.

A resolution authorizing the establishing of such dates is requested.

JOSEPH G. KUSPA  
Mayor

JANICE M. FERENCZ  
City Clerk

JAMES E. DALLOS  
Treasurer



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### MEMORANDUM

TO: Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: December 27, 2016

RE: Request for Public Hearings:  
1) Southgate – Wyandotte Operation/Maintenance/Capital  
2) Water and Sewer Rates

As in previous years, we are requesting that City Council schedule a public hearing for Wednesday, May 3, 2017 for the Southgate – Wyandotte Operation/Maintenance and a Public hearing for Wednesday, May 3, 2017 for Water and Sewer rates.

The May 3 hearing is required in order to entertain views and comments from interested individuals regarding the "Special Assessment" costs associated with the Southgate – Wyandotte Operation and Maintenance and Capital Improvement charges.

The May 3 hearing is also required in order to entertain comments from interested individuals regarding the proposed increase to the Water and Sewer rates to become effective July 1, 2017

Your favorable consideration in this matter is therefore requested.

**COMMUNITY RESOLUTION ACCEPTING  
LONG TERM MAINTENANCE OF STORM WATER MANAGEMENT SYSTEM**

Resolution No. \_\_\_\_\_

At the Regular Meeting of the City Council of the City of Southgate on \_\_\_\_\_, 2017, the following resolution was offered:

WHEREAS, chapter 7 of the Wayne County Storm Water Management Ordinance (“Wayne County Ordinance”), requires storm water management systems to be maintained in perpetuity to ensure that the system functions properly as designed:

WHEREAS, Rule 1001 of the Wayne County Storm Water Management Administrative Rules (“Administrative Rules”) requires applicants for storm water construction approval to submit long-term maintenance plans as part of an application for storm water construction.

WHEREAS, The City of Southgate (“Developer”) has applied to the Wayne County Department of Public Services for a storm water construction approval with respect to the a project named Brest Road Extension (W.O. 13055) (“Project”) located on the east side of Allen Road between Goddard Road on the north and Northline Road on the south in the City of Southgate, Wayne County, Michigan.

WHEREAS, Developer’s application for Storm Water Construction approval has been assigned permit review number R 13-335.

WHEREAS, Hennessey Engineers, Inc. submitted a plan to the County on behalf of the City of Southgate entitled Brest Road Extension (W.O. 13055) (“Plan”) for long-term maintenance of the storm water management system(s) as the Project pursuant to Rule 801, which Plan has been tentatively approved by the County pending issuance of this resolution and has been accepted by the City of Southgate; and

WHEREAS, the City of Southgate has agreed to assume jurisdiction over and accepts responsibility for long term maintenance of storm water management system(s) at the Project Pursuant to the Wayne County Ordinance, the Administrative Rules, the Plan, and the storm water construction approval issued by Wayne County;

BE IT FURTHER RESOLVED, that approval be and is hereby granted, authorizing City Administrator John Zech to execute, on behalf of the City of Southgate, Permit No. M-47840 for long term maintenance of storm water management system issued by Wayne County for the Project .

**PERMIT OFFICE**  
 33809 MICHIGAN AVE  
 WAYNE, MI 48184,  
 PHONE (734) 595-6504  
 FAX (734) 595-6356

72 HOURS BEFORE ANY  
 CONSTRUCTION. CALL  
 George Hovis  
 (734) 595-6504, Ext: 2029  
 FOR INSPECTION



**WAYNE COUNTY**  
**DEPARTMENT OF PUBLIC SERVICES**  
**PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN**

PERMIT No. <b>M-47840</b>	
ISSUE DATE 10/11/2014	EXPIRES
REVIEW No. R 13-335	WORK ORDER

PROJECT NAME  
 MAINTENANCE PERMIT FOR BREST ROAD EXTENSION (W.O.13055)

LOCATION  
 BREST ROAD (ALLEN ROAD / BREST ROAD)

CITY/TWP  
 SOUTHGATE

PERMIT HOLDER CITY OF SOUTHGATE 14400 DIX TOLEDO ROAD SOUTHGATE, MI 48195	CONTRACTOR    M
CONTACT ROBERT TARABULA (734) 258-3078	CONTACT <BLANK>

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

PERMIT TO MAINTAIN THE STORM WATER MANAGEMENT SYSTEM IN ACCORDANCE WITH THE DRAWING ATTACHED AS EXHIBIT "A", THE TERMS OF THE LONG-TERM MAINTENANCE PLAN ATTACHED AS EXHIBIT "B" AND THE WAYNE COUNTY STORM WATER ORDINANCE AND ADMINISTRATIVE RULES. A RESOLUTION FROM THE LOCAL MUNICIPALITY TO MAINTAIN THE PROPOSED STORM WATER MANAGEMENT SYSTEM AND ITS FACILITIES IS REQUIRED.

THE CITY OF SOUTHGATE SHALL ASSUME JURISDICTION OVER AND ACCEPT RESPONSIBILITY FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM(S) TO ENSURE THAT THE STORM WATER MANAGEMENT SYSTEM FUNCTIONS PROPERLY AS DESIGNED AND CONSTRUCTED. THE PERMIT HOLDER'S RESPONSIBILITIES UNDER THIS PERMIT SHALL INCLUDE, WITHOUT LIMITATIONS, (A) ANY MONITORING AND PREVENTIVE MAINTENANCE ACTIVITIES SET FORTH IN THE PLAN; (B) ANY AND ALL REMEDIAL ACTIONS NECESSARY TO REPAIR, MODIFY OR RECONSTRUCT THE SYSTEM AND (C) OTHER ACTIVITIES OR RESPONSIBILITIES FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM AS MAY BE SET FORTH IN THE ORDINANCE, ADMINISTRATIVE RULES, THE PLAN OR THIS PERMIT.

THE CITY OF SOUTHGATE SHALL PERFORM ALL MONITORING, MAINTENANCE, REMEDIAL AND OTHER RESPONSIBILITIES REQUIRED BY THE WAYNE COUNTY ORDINANCE, ADMINISTRATIVE RULES, THE PLAN AND THIS PERMIT, IN PERPETUITY AND AT ITS SOLE COST EXPENSE.

THE CITY OF SOUTHGATE SHALL PREPARE, EXECUTE AND (IF NECESSARY) RECORD ANY AND ALL AGREEMENTS, CONTRACTS AND OTHER DOCUMENTS THAT MAY BE REQUIRED TO PERFORM ITS OBLIGATIONS HEREUNDER AND ENSURE MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM IN PERPETUITY.

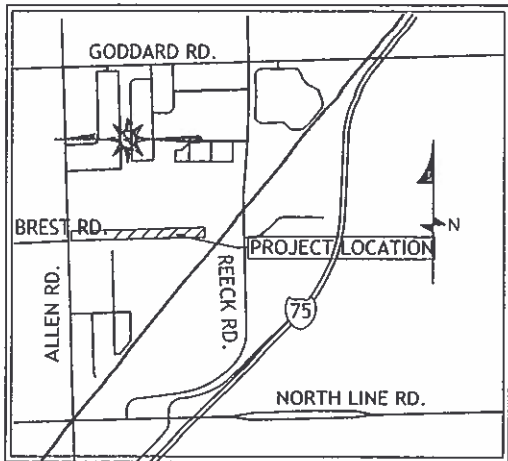
IF WAYNE COUNTY FINDS IT NECESSARY TO ADJUST OR RELOCATE ALL OR ANY PORTION OF THE PERMITTED STORM WATER MANAGEMENT SYSTEM, THE PERMIT HOLDER SHALL CAUSE THIS ADJUSTMENT OR RELOCATION TO BE ACCOMPLISHED AT NO EXPENSE TO THE COUNTY. PRIOR TO ANY WORK BEING PERFORMED IN THE RIGHT-OF-WAY, A PERMIT SHALL BE SECURED FROM THE WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES PERMIT OFFICE.

APPROVED PLANS PREPARED BY <b>HENNESSEY ENGINEERS, INC</b>	REQUIRED ATTACHMENTS EXHIBIT A: MAP DEPICTING PHYSICAL LIMITS OF STORM WATER MGT SYSTEM EXHIBIT 'B': LONG TERM MAINTENANCE PLAN EXHIBIT 'C': BINDING AGREEMENT (COMMUNITY RESOLUTION)
PLANS APPROVED BY Kassem, H.	(PERMIT VALID ONLY IF ACCOMPANIED BY ABOVE ATTACHMENTS)

*In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are Incorporated as part of this Permit.*

PERMIT HOLDER NAME PERMIT HOLDER / AUTHORIZED AGENT <b>JOHN ZECH, CITY ADMINISTRATOR</b> <b>CITY OF SOUTHGATE</b>	DATE	WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES	PREPARED BY
VALIDATED BY Mr. Ali Aljewad	DATE		

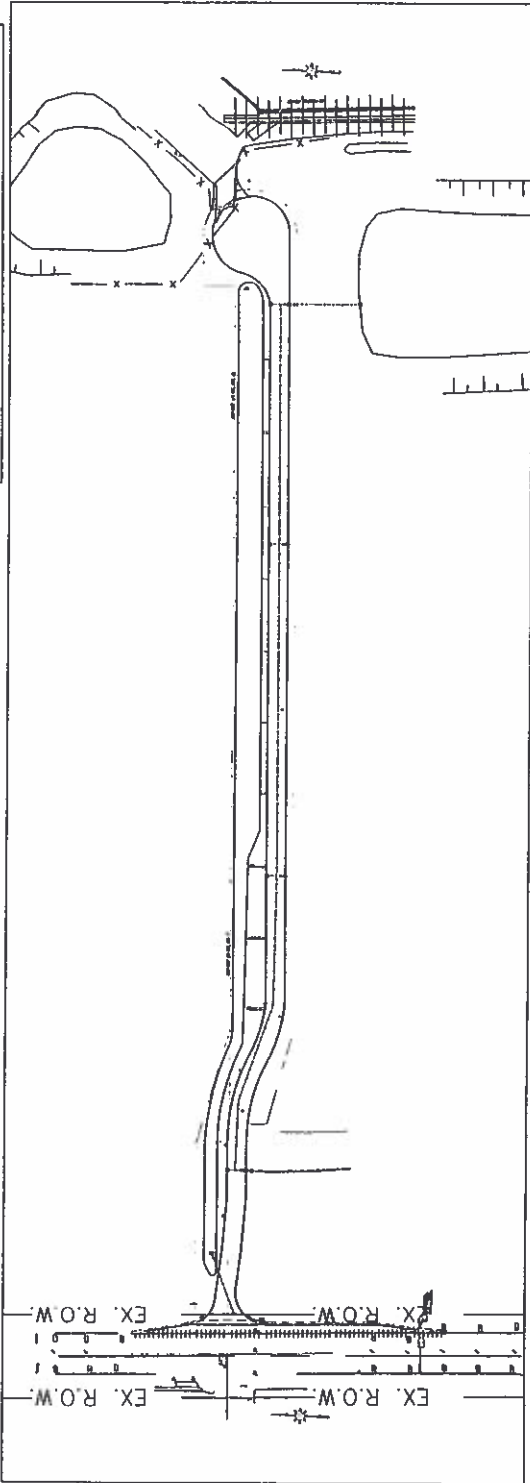
# EXHIBIT A - PHYSICAL LIMITS OF STORM WATER MANAGEMENT SYSTEM



**LOCATION MAP**  
N.T.S.

**LEGEND**

----- WAYNE COUNTY STORM DRAINAGE SYSTEM MAINTENANCE JURISDICTION



**ENGINEERING THE FUTURE.**  
13500 REECK ROAD  
SOUTHGATE, MI 48195  
(734) 759-1600  
FAX (734) 282-6566  
WWW.HENGINEERS.COM

**TITLE** STORM MANAGEMENT EXHIBIT "A"  
BREST ROAD EXTENSION  
CITY OF SOUTHGATE  
WAYNE COUNTY, MICHIGAN

<b>DRAWN</b> TJN	<b>APPROVED</b> JJH
<b>PROJECT No.</b> 13055	<b>SCALE</b> N.T.S.
<b>DATE</b> 3/20/14	<b>DRAWING NUMBER</b> 1 of 2



# EXHIBIT B - STORM WATER MANAGEMENT SYSTEM LONG-TERM MAINTENANCE SCHEDULE

PROPERTY INFORMATION: BREST ROAD EXTENSION  
 APPLICANT: CITY OF SOUTHGATE  
 PROPERTY OWNER: CITY OF SOUTHGATE

PERMIT NO. / REVIEW NO.: R13-335

## A. PHYSICAL LIMITS OF THE STORM WATER MANAGEMENT SYSTEM

THE STORM WATER MANAGEMENT SYSTEM (SWMS) SUBJECT TO THIS LONG TERM MAINTENANCE PLAN IS DEPICTED ON EXHIBIT "A" TO THE PERMIT AND INCLUDES WITHOUT LIMITATION THE STORM SEWERS, SWALES, CLOSED CONDUITS, AND MECHANICAL STORM WATER TREATMENT DEVICES THAT CONVEY FLOW FROM REBECK ROAD PAVEMENT, ROADSIDE DITCHES AND SURROUNDING PROPERTIES WITH ULTIMATE OUTFALL TO THE GRAMS DRAIN AND WOODRUFF DRAIN.

FOR PURPOSES OF THE PLAN, THIS STORM WATER MANAGEMENT SYSTEM AND ALL OF ITS COMPONENTS AS SHOWN IN EXHIBIT "A" IS REFERRED TO AS REBECK ROAD.

## B. TIME FRAME FOR LONG-TERM MAINTENANCE RESPONSIBILITY

THE CITY OF SOUTHGATE IS RESPONSIBLE FOR MAINTAINING THE BREST ROAD, STORM SEWER, CONVEYANCE SWALES AND MECHANICAL STORM WATER TREATMENT DEVICES, INCLUDING COMPLYING WITH APPLICABLE REQUIREMENTS OF THE LOCAL OR WAYNE COUNTY SOIL EROSION AND SEDIMENTATION CONTROL PROGRAM, UNTIL WAYNE COUNTY RELEASES THE CONSTRUCTION PERMIT. LONG-TERM MAINTENANCE RESPONSIBILITY FOR THE BREST ROAD, STORM SEWER, CONVEYANCE SWALES AND MECHANICAL STORM WATER TREATMENT DEVICES COMMENCES WHEN DEFINED BY THE MAINTENANCE PERMIT ISSUED BY THE COUNTY. LONG TERM MAINTENANCE CONTINUES IN PERPETUITY.

## C. MANNER OF ENSURING MAINTENANCE RESPONSIBILITY

THE CITY OF SOUTHGATE HAS ASSUMES RESPONSIBILITY FOR LONG TERM MAINTENANCE OF THE BREST ROAD STORM SEWER, CONVEYANCE SWALES AND MECHANICAL STORM WATER TREATMENT DEVICES. THE ATTACHED AGREEMENT BY WHICH THE CITY HAS ASSUMED MAINTENANCE RESPONSIBILITY FOR BREST ROAD STORM SEWER, CONVEYANCE SWALES AND MECHANICAL STORM WATER TREATMENT DEVICES THROUGH A MAINTENANCE AGREEMENT WITH WAYNE COUNTY, HAS AGREED TO PERFORM THE MAINTENANCE ACTIVITIES REQUIRED BY THIS PLAN.

TO ENSURE THAT THE BREST ROAD STORM SEWER, CONVEYANCE SWALES AND MECHANICAL STORM WATER TREATMENT DEVICES ARE MAINTAINED IN PERPETUITY, THE MAP OF THE PHYSICAL LIMITS OF THE STORM MANAGEMENT SYSTEM (EXHIBIT A), THIS PLAN (EXHIBIT B), THE AGREEMENT ATTACHED, AND THE MAINTENANCE AGREEMENT BETWEEN THE COUNTY AND THE CITY OF SOUTHGATE WILL BE RECORDED WITH THE WAYNE COUNTY REGISTER OF DEEDS. UPON RECORDING, A COPY OF THE RECORDED DOCUMENT WILL BE PROVIDED TO THE COUNTY.

## D. LONG TERM MAINTENANCE PLAN AND SCHEDULE

TABLE 1 IDENTIFIES THE MAINTENANCE ACTIVITIES TO BE PERFORMED, ORGANIZED BY CATEGORY (MONITORING/INSPECTIONS, PREVENTATIVE MAINTENANCE, AND REMEDIAL ACTIONS). TABLE 1 ALSO IDENTIFIES SITE-SPECIFIC WORK NEEDED TO ENSURE THAT THE STORM WATER MANAGEMENT SYSTEM FUNCTIONS PROPERLY AS DESIGNED.

MAINTENANCE ACTIVITIES	SYSTEM COMPONENT			FREQUENCY
	CATCH BASINS, INLETS & STORM SEWERS	MANUFACTURED TREATMENT SYSTEMS	CHANNELS & VEGETATED SWALES	
<b>MONITORING OR INSPECTION</b>				
INSPECT FOR SEDIMENT ACCUMULATION**/ CLOGGING OF STONE FILTER	X	X	X	ANNUALLY
INSPECT FOR EROSION AND INTEGRITY OF BANKS AND BERMS		X	X	ANNUALLY AND AFTER MAJOR STORM EVENTS
INSPECT FOR FLOATABLES, DEAD VEGETATION AND DEBRIS	X		X	ANNUALLY AND AFTER MAJOR STORM EVENTS
INSPECT ALL COMPONENTS DURING WET WEATHER AND COMPARE TO AS-BUILT PLANS	X	X	X	ANNUALLY
MONITOR PLANTINGS/VEGETATION			X	2 TIMES PER YEAR
ENSURE MEANS OF ACCESS FOR MAINTENANCE REMAIN CLEAR / OPEN	X	X	X	ANNUALLY
<b>PREVENTATIVE MAINTENANCE</b>				
MOWING		X	X	UP TO 2 TIMES PER YEAR
REMOVE ACCUMULATED SEDIMENT	X	X	X	AS NEEDED**
REMOVE FLOATABLES, DEAD VEGETATION AND DEBRIS	X		X	AS NEEDED
REPLACE OR WASH REUSE STONE RISER DEBRIS				EVERY 3 YRS. MORE FREQUENTLY AS NEEDED***
REMOVE INVASIVE PLANT SPECIES			X	ANNUALLY
<b>REMEDIAL ACTIONS</b>				
REPAIR STABLE AREAS OF EROSION			X	AS NEEDED
REPLACE DEAD PLANTINGS, BUSHES, TREES			X	AS NEEDED
RESEED BARE AREAS			X	AS NEEDED
STRUCTURAL REPAIR	X	X		AS NEEDED
MAKE ADJUSTMENTS/ REPAIRS TO ENSURE PROPER FUNCTIONING	X	X	X	AS NEEDED

\*\* NOT TO EXCEED THE LENGTH ALLOWED BY LOCAL COMMUNITY ORDINANCE  
 \*\* FORSLAY TO BE CLEANED WHENEVER VOLUME IS REDUCED BY 30 PERCENT OR MORE DUE TO SEDIMENT ACCUMULATION  
 \*\*\* REPLACE STONE IF IT CAN NOT BE ADEQUATELY CLEANED

HENNESSEY



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TITLE

STORM MANAGEMENT EXHIBIT "B"  
 SUPERIOR AVE. STORM & PAVING  
 CITY OF SOUTHGATE  
 WAYNE COUNTY, MICHIGAN

DRAWN	TJN	APPROVED	JJH
PROJECT No.	13055	SCALE	N.T.S.
DATE	3/20/14	DRAWING NUMBER	2 of 2