

**CITY OF ROOSEVELT PARK  
CITY COUNCIL  
MEETING MINUTES**

**July 20, 2009**

Mayor Lenartowicz called the meeting to order at 7:15 p.m.

2009-130      **ROLL CALL**

**Present:** Mayor Jeff Lenartowicz, Mayor Pro Tem Rod Buikema, Council Members Al Lowe, David Martin, Laura Fitzpatrick, Eric Grimm, and Judy VanWesten

**Absent:** None

**Staff Present:** City Manager Dave Boehm, Police Chief Bill Regan, Building and Zoning Administrator Tim Villanueva and Treasurer/Clerk Tammera Harmsen

2009-131      **INVOCATION**

Council Member Grimm provided the invocation.

2009-132      **PUBLIC COMMENT**

Mr. David Komosinski 964 W. Summit Ave. stated the City's insurance company denied his claim for a sewer back up at his residents. He also stated his homeowners insurance denied the claim. He would like the City's consideration to pay the cost of the clean up.

2009-133      **CONSENT AGENDA**

Mayor Pro Tem Buikema moved to approve the regular Consent Agenda with tonight's Agenda item 10 regarding the closed session be removed. The motion was supported by Council Member Lowe and carried unanimously.

2009-134      **HALLOWEEN DATE AND TIME**

In 2009, Halloween falls on Friday, October 31<sup>st</sup>. Traditionally, the Roosevelt Park City Council has scheduled "Trick or Treat" activities from 5:30 p.m. - 7:00 p.m. on Halloween day.

Mayor Pro Tem Buikema moved to set trick or treat hours from 5:30 pm to 7:00 pm on October 31, 2008. The motion was supported by Council Member Lowe and carried unanimously.

2009-135      **APPROVAL OF MDOT CONTRACT FOR SUMMIT AVENUE  
RECONSTRUCTION**

MDOT has submitted contracts for the Summit Avenue Reconstruction project to the City for approval. The project area extends from Henry Street to Coolidge Road. In order for this effort to proceed, City Council must by resolution authorize the signing of the standard MDOT Contract (No. 09-5340).

The MDOT Contract indicates an estimated cost for this project of \$218,800 with MDOT's maximum participation (from Federal ARRA funds) being \$190,000.

The City's share of total project cost is estimated to be \$28,800 with funds coming from the Major and/or General Fund.

Council Member Fitzpatrick moved to approve the resolution designating the Mayor and City Manager as the officials authorized to sign MDOT Contract No. 09-5340 for the Summit Avenue Reconstruction Project. The motion was supported by Mayor Pro Tem Buikema and carried unanimously.

2009-136

**AUTHORIZATION TO HIRE: PART TIME POLICE CLERK**

Responding to a request from Chief Regan and based upon the steady level of activity experienced at both public counters within City Hall, it is requested of City Council that authorization be given to post a job ad and attempt to hire a part-time police clerk. The goal associated with this request is to establish a regular schedule for police clerical support, with a daily schedule that would fall within the time range of 9:00 a.m. to 3:00 p.m.. This would be a non-union clerical position without benefits and at a pay rate of between \$9.00 to \$10.00 an hour depending upon qualifications. Due to the amount of shifts covered by part-time officers this fiscal year, the line item for part-time salaries will need an additional adjustment. Included as part of this agenda item is a draft budget amendment required to fund this position as well as part-time officers until year-end:

Account 101-301-706 – reduce by \$15,000 (for part-time officers)

Account 101-301-937 – reduce by \$6,000 (for part-time clerical)

Account 101-301-707 – increase by \$21,000 (to fund both officers and clerical)

Mayor Pro Tem Buikema moved to authorize the posting of a job ad and hiring a part-time police clerk. The motion was supported by Council Member Martin and carried unanimously.

2009-137

**COUNCIL COMMENTS**

Mayor Lenartowicz encouraged Council to review the information regarding road projects that have been completed since 2005.

Council Member Lowe asked why the invoice for repairs to the Clock Tower. City Manager Boehm explained that the clock parts operate 24 x 7 and have worn out over time and need to be replaced.

Council Member Lowe asked what the reasoning is behind the City's insurance company declining sewer claims. City Manager Boehm stated he would contact Selective Insurance for an answer.

Council Member Martin stated the Music in the Park was well attended.

2009-138

**DEPARTMENT HEAD REPORTS**

City Attorney Stapleton stated he will prepare a memo regarding sewer back up claims and how the laws of the State impact them.

Building and Zoning Administrator Villanueva stated lawn maintenance enforcement has taken up a lot of time this season. A lot of foreclosed and vacant homes need lawn maintenance.

Treasurer/Clerk Harmsen updated Council on water shut offs. The Council was also informed that the July Board of Review would be meeting July 21 at 3:30 pm.

2009-139

**ADJOURNMENT**

Council Member Lowe moved to adjourn the meeting at 7:38 p.m. The motion was supported by Mayor Lenartowicz and carried unanimously.

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Treasurer/Clerk Tammera Harmsen