



MINUTES
REGULAR CITY COUNCIL MEETING
HAMTRAMCK, MICHIGAN
October 11, 2011
7:00 P.M.

PRELIMINARY MATTERS

The meeting was called to order at 7:03 p.m. in the city council chamber on the second floor of City Hall, 3401 Evaline, Hamtramck, MI 48212 by Mayor Karen Majewski.

Roll call: Present: Karen Majewski, Cathie Gordon, Tom Jankowski, Catrina Stackpoole, Mohammed Hassan and Shahab Ahmed. Absent: Kazi Miah (Excused) Others present: City Manager Bill Cooper, City Attorney James Allen, Finance Director Nevrus Nazarko, CED Director Jason Friedmann, Downtown Manager Darren Grow and City Clerk Ed Norris.

All stood and said the pledge of allegiance to the flag.

Stackpoole removed Item #19 under New Business. Jankowski requested moving #12 under New Business to the Consent Agenda. Cooper requested an addition to the agenda (Item #20) regarding a resolution to purchase police equipment. The changes were moved by Gordon, seconded by Ahmed. The amended agenda was approved on a voice vote.

Public comments concerning agenda items were made by Bob Zwolak, John Justewicz and Hillary Cherry.

SECTION I: CONSENT AGENDA ITEMS

The following item was removed from the consent agenda for separate consideration under New Business. (Hassan)

1. City Council Meeting Minutes:
 - a. Regular Meeting – September 27, 2011 (New Business Item #20)

Gordon moved, Stackpoole seconded a motion to approve the consent agenda. The motion was approved on a voice vote. The approved consent agenda consisted of the following items:

2. RESOLUTION (2011-110) SUPPORTING THE UNITED COMMUNITIES OF AMERICA IN A CITY WIDE DAY OF PEACE AND HEALING. Placed on the agenda by Councilmembers Stackpoole and Gordon.
3. RESOLUTION (2011-111) ESTABLISHING THE DATE AND HOURS FOR HALLOWEEN TRICK OR TREATING IN THE CITY OF HAMTRAMCK. Halloween trick or treating will be Monday, October 31, 2011 between the hours of 6:00 p.m. and 8:00 p.m.

(12)RESOLUTION (2011-112) APPROVING THE CITY MANAGER'S EVALUATION. Placed on the agenda by Councilmember Jankowski.

SECTION II: NEW BUSINESS - Ordinance introductions and resolutions for initial consideration.

1. FUND WARRANT LIST AND PAYROLL. (2011-113) **Motion: Gordon. Second: Ahmed. After discussion Gordon moved, Jankowski seconded a motion to amend the list and pay everything with the exception of payment to Walter Tripp in the amount of \$1,680. The motion to amend passed on a voice vote. The Fund Warrant List and Payroll as amended passed on a voice vote.**
2. RESOLUTION (2011-114) TO ENTER INTO A CONTRACT FOR SERVICES WITH ZACHACARY & ASSOCIATES TO PREPARE A MARKET STUDY AND FEASIBILITY ANALYSIS FOR THE REDEVELOPMENT OF 9800 JOSEPH CAMPAU. Placed on the agenda by CED Director Friedmann. **Motion: Gordon. Second: Hassan. After discussion the resolution was approved on a voice vote.**
3. RESOLUTION (2011-115) TO ENTER INTO A NEIGHBORHOOD STABILIZATION PROGRAM II DEVELOPMENT AGREEMENT WITH BEAL PROPERTIES TO REHABILITATE SINGLE-FAMILY HOUSING. Placed on the agenda by CED Director Friedmann. **Motion: Ahmed. Second: Gordon. After discussion the resolution was approved on a voice vote.**
4. RESOLUTION (2011-116) TO ENTER INTO A NEIGHBORHOOD STABILIZATION PROGRAM II DEVELOPMENT AGREEMENT WITH THE BERESH GROUP TO REHABILITATE, AND BUILD NEW CONSTRUCTION SINGLE-FAMILY HOUSING. Placed on the agenda by CED Director Friedmann. **Motion: Hassan. Second: Gordon. The resolution was approved on a voice vote.**
5. RESOLUTION (2011-117) TO ENTER INTO A NEIGHBORHOOD STABILIZATION PROGRAM II DEVELOPMENT AGREEMENT WITH THE OAK HILLS CONSTRUCTION TO REHABILITATE, AND BUILD NEW CONSTRUCTION SINGLE-FAMILY HOUSING. Placed on the agenda by CED Director Friedmann. **Motion: Gordon. Second: Hassan. The resolution was approved on a voice vote.**
6. RESOLUTION (2011-118) TO ENTER INTO A NEIGHBORHOOD STABILIZATION PROGRAM II DEVELOPMENT AGREEMENT WITH NEIGHBORHOOD HOUSING SOLUTIONS TO REHABILITATE, AND BUILD NEW CONSTRUCTION HOUSING. Placed on the agenda by CED Director Friedmann. **Motion: Gordon. Second: Hassan. The resolution was approved on a voice vote.**
7. RESOLUTION (2011-119) TO ENTER INTO A NEIGHBORHOOD STABILIZATION PROGRAM II DEVELOPMENT AGREEMENT WITH THE HUGHS AND LYNN BUILDING AND CONSTRUCTION LC TO REHABILITATE SINGLE-FAMILY HOUSING. Placed on the agenda by CED Director Friedmann. **Motion: Gordon. Second: Hassan. The resolution was approved on a voice vote.**
8. RESOLUTION (2011-120) TO AMMEND THE DDA BUDGET. Placed on the agenda by Downtown Manager Grow. **Motion: Gordon. Second: Jankowski. After discussion the resolution was approved on a voice vote.**

9. RESOLUTION (2011-121) TO APPROVE THE PURCHASE OF NEW RADAR UNITS FOR THE POLICE DEPARTMENT. Placed on the agenda by City Manager Cooper. **Motion: Gordon. Second: Jankowski. After discussion the resolution was approved on a voice vote.**
10. AN ORDINANCE TO AMEND THE HAMTRAMCK CITY CODE ADDING A CHAPTER FOR THE PURPOSE OF REQUIRING REIMBURSEMENT FOR MEDICAL SERVICES RECEIVED BY THOSE IN CONFINEMENT BY OR AT THE DIRECTION OF THE CITY OF HAMTRAMCK. Ordinance first reading. Placed on the agenda by City Manager Cooper. **Motion: Gordon. Second: Stackpoole. After discussion the first reading was approved on a voice vote. Public hearing set for the next council meeting on October 25, 2011.**
11. RESOLUTION (2011-122) TO APPROVE THE HIRING OF A CONSULTANT TO OVERSEE THE PUBLIC SERVICES DEPARTMENT UNTIL A NEW DIRECTOR CAN BE HIRED. Placed on the agenda by City Manager Cooper. **Motion: Hassan. Second: Gordon. After discussion the resolution was approved on a voice vote.**
13. DISCUSSION: Setting a follow-up meeting with Mr. Cooper to review the evaluation and determine what goals we will set for the coming 12 months. Placed on the agenda by Councilmember Jankowski. **The discussion resulted in scheduling a council work session for Saturday October 29, 2011 at 10:00 a.m. to be held in the 3rd floor conference room of City Hall.**
14. RESOLUTION (2011-123) DIRECTING THE CITY MANAGER TO CREATE AN EMPLOYEE MANUAL WHICH SHALL INCLUDE THE POLICY AND PROCEDURE FOR PERFORMING EMPLOYEE EVALUATIONS. THIS MANUAL MUST BE PRESENTED TO THE COUNCIL FOR APPROVAL NO LATER THAN THE MEETING OF NOVEMBER 10, 2011. Placed on the agenda by Councilmember Jankowski. **Motion: Jankowski. Second: Hassan. After discussion Stackpoole moved, Hassan seconded a motion to amend the resolution to have the manual presented to council on December 13, 2011 with approval considered on December 27, 2011. The motion to amend was approved on a voice vote. No – Jankowski. The amended resolution was approved on a voice vote.**
15. RESOLUTION (2011-124) DIRECTING THE CITY MANAGER TO DESIGNATE AN ACTING CITY MANAGER PER SEC. 9-18B OF THE HAMTRAMCK CITY CHARTER. THIS DESIGNEE MUST BE BROUGHT TO THE COUNCIL FOR APPROVAL NO LATER THAN THE MEETING OF OCTOBER 25, 2011. Placed on the agenda by Councilmember Jankowski. **Motion: Gordon. Second: Jankowski. After discussion the resolution was approved on a voice vote.**
16. RESOLUTION (2011-125) DIRECTING THE CITY MANAGER TO CREATE POLICY AND PROCEDURE WHEREBY ALL AFFECTED DEPARTMENT HEADS ARE REQUIRED TO SIGN OFF, WITH NARRATIVE, ON ALL MATTERS THAT ARE BROUGHT BEFORE CITY COUNCIL FOR APPROVAL. THIS POLICY MUST BE PRESENTED TO THE COUNCIL FOR APPROVAL NO LATER THAN THE MEETING OF OCTOBER 25, 2011. Placed on the agenda by Councilmember Jankowski. **Motion: Jankowski. Second: Gordon. After discussion the resolution was approved on a voice vote.**

17. RESOLUTION (2011-126) DIRECTING THE CITY MANAGER TO ESTABLISH A DAILY INCIDENT (CRIME) LOG POLICY WHICH CONTAINS - AT A MINIMUM - TIME, LOCATION, INCIDENT #, DESCRIPTION OF THE CIRCUMSTANCES, DISPOSITION (OUTCOME), AND THE OFFICER WHO RESPONDED. I HAVE ATTACHED THE POLICY OF THE MIAMI-DADE POLICE DEPARTMENT FOR REFERRAL. THIS POLICY MUST BE PRESENTED TO THE COUNCIL FOR APPROVAL NO LATER THAN THE MEETING OF NOVEMBER 10, 2011. Placed on the agenda by Councilmember Jankowski. **Motion: Jankowski. Second: Gordon. After discussion Stackpoole moved, Hassan seconded a motion to amend the resolution to have the manual presented to council for approval on November 22, 2011. The motion to amend was approved on a voice vote. No – Jankowski. The amended resolution was approved on a voice vote.**
18. RESOLUTION (2011-127) DIRECTING THE CITY MANAGER TO PROCURE A QUALIFIED FIRM FOR THE PURPOSE OF PERFORMING AN AUDIT OF THE NON EVIDENTIARY PROPERTY IN THE POLICE DEPARTMENT AND TO AID IN THE ESTABLISHMENT OF CONTROLS TO ENSURE THAT THE PROPERTY IS PROPERLY INVENTORIED, REPORTED AND DISPOSED OF. A QUALIFIED FIRM MUST BE SELECTED NO LATER THAN NOVEMBER 16, 2011 WITH COMMENCEMENT OF THE AUDIT WITHIN 10 DAYS THEREAFTER. Placed on the agenda by Councilmember Jankowski. **Motion: Jankowski. Second: Gordon. After discussion the resolution was approved on a voice vote.**
19. DISCUSSION: Medical Marijuana Ordinances. Placed on the agenda by Councilmember Stackpoole. **Removed from the agenda by Councilmember Stackpoole.**
- (20) RESOLUTION (2011-128) TO APPROVE THE PURCHASE OF NEW LIVE SCAN EQUIPMENT. **Motion: Ahmed. Second: Gordon. After discussion the resolution was approved on a voice vote.**
- (21) City Council Meeting Minutes:
 - a. Regular Meeting – September 27, 2011 (2011-129) **Hassan moved, Stackpoole seconded a motion to accept the minutes. Jankowski moved, Hassan seconded a motion to amend the minutes to reflect the following roll call vote for #8 under New Business. Yes – Gordon, Jankowski, Stackpoole; No – Hassan. The motion to amend was approved on a voice vote. The minutes as amended were approved on a voice vote.**

SECTION III: OTHER ITEMS

1. City Manager's Report: **None**
2. **Public comments were made by Rick Sky, Bob Zwolak and Hillary Cherry.**
3. Non-agenda items and other business: **None**

ADJOURNMENT

The meeting was adjourned at 9:50 p.m.

T. Edwin Norris, City Clerk