

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD REMOTELY ON MONDAY, JUNE 15, 2020.

The Facilitator's statement was provided.

The meeting was called to order at 7:01 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council Members: Bryant, Gafa, Granger, Koester, McConaghy
Absent: None

Also Present: City Administrator Smith
City Attorney Berschback
Treasurer/Comptroller Behrens
City Clerk Hathaway
Deputy City Clerk/Facilitator Antolin
Director of Public Safety Kosanke
Director of Public Services Schulte
Building Official Tutag
Recreation Supervisor Gerhart
Communications Coordinator Treuter

Motion by McConaghy, seconded by Granger, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Granger, seconded by McConaghy, regarding **appointment – Grosse Pointe Public Library Board**, that the City Council appoint Thomas G. Peck as the Grosse Pointe Woods Public Library Board representative with a term to expire June 30, 2024.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Bryant, seconded by Koester, that the following minutes be approved as submitted:

1. City Council Minutes dated June 1, 2020, and June 8, 2020.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Gafa, seconded by Koester, that the following minutes be approved as submitted:

1. Committee-of-the-Whole Minutes dated June 8, 2020.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Bryant, seconded by Gafa, regarding **2020/21 Appointed Officials contracts and compensation**, that the City Council concur with the recommendation of the Compensation and Evaluation Committee at their meeting held May 20, 2020, and extend the contracts of the City Administrator, the City Clerk, and the City Treasurer/Comptroller from July 1, 2020, through June 30, 2021, with a 2.5% increase in compensation.

Motion carried by the following vote:

Yes: Bryant, Gafa, Koester, Novitke
No: Granger, McConaghy
Absent: None

Motion by Bryant, seconded by Koester, regarding **City Attorney**, that the City Council concur with the recommendation of the Compensation and Evaluation Committee at their meeting held June 1, 2020, that the hourly rate of the City Attorney remain at \$155.00 with no written contract.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

The City Administrator provided an overview regarding **reopening the pool** including restrictions and measures.

Motion by Granger, seconded by Bryant, regarding **pool closure**, that the City Council adopt the Lake Front Park Reopening Plan with the addition of no guest privileges be issued.

Motion by Granger, seconded by Bryant, to amend the previous motion by inserting, ... issued “but allow flexibility to administration to address issues as they arise.”

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Gafa, regarding **PA 302 fund/budget transfers**, that the City Council authorize the expense of \$42,633.49 from the P.A. 302 Fund budget line No. 211-320-960.000, Training-PA 302, and to credit General Fund expense budget line No. 101-310-961.000, Training-PA 302; and to approve a budget transfer of \$4,172.00 from the P.A. 302 budget line No. 211-000-694.000, Other Income, into the General Fund budget line No. 101-000-694.400, Public Safety Misc. Receipts.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Gafa, regarding **Budget Amendment FY 2019/20 and FY 2020/21**, that the City Council authorize a budget amendment in the amount of \$5,000.00 in FY 2019/20 from budget line No. 598-000-999.101, transfer to General Fund budget line No. 101-000-699.598, transfer from Commodity Sales; and budget amendment in FY 2020/21 from budget line No. 598-000-999.101, transfer to General Fund budget line No. 101-000-699.598, transfer from Commodity Sales, to cover the administrative oversight fees for this fund for both fiscal years listed.

Motion by McConaghy, seconded by Gafa, to amend the previous motion to state regarding Budget Amendment FY 2019/20 and FY 2020/21, that the City Council authorize a budget amendment in the amount of \$5,000.00 in FY 2019/20 from budget line No. 598-000-999.101, transfer to General Fund budget line No. 101-000-699.598, transfer from Commodity Sales; and budget amendment in in the amount of \$5,105.00 in FY 2020/21 from budget line No. 598-000-999.101, transfer to General

Fund budget line No. 101-000-699.598, transfer from Commodity Sales, to cover the administrative oversight fees for this fund for both fiscal years listed.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Koester, seconded by Granger, regarding **contributions to Retiree Health Care Trust Fund**, that the City Council approve the transfer of \$50,000.00 to the Retiree Health Care Trust Fund held at Charles Schwab for payment toward Other Post-Employment Benefits (OPEB) to be taken from account No. 101-299-999.736.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Gafa, seconded by Granger, regarding **fire truck financing**, that the City Council approve the Lease Agreement with Comerica Bank for the fire truck financing, and to authorize the City Administrator to sign said Agreement.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Granger, seconded by Gafa, regarding **commit fund balance – repairs/equipment**, that the City Council commit Fund Balance in the total amount of \$3,306,502.18 in the following funds for the year ending June 30, 2020:

1. \$14,836.97 in the General Fund;
2. \$120,186.92 in the Major Road Fund;
3. \$243,807.44 in the Local Road Fund;
4. \$306,897.81 in the Municipal Improvement Fund;
5. \$261,269.20 in the Capital Improvement Fund;
6. \$39,000.00 in the Commodities Fund;

7. \$12,940.00 in the Parking Fund;
8. \$1,597,957.70 in the Water/Sewer Fund;
9. \$709,606.40 in the Motor Vehicle Fund.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Koester, seconded by McConaghy, regarding **request for sidewalk sale – Avenue in the Woods**, that the City Council approve the request of The Avenue in the Woods to hold a sidewalk sale on Saturday, July 18, 2020, from 9:00 a.m. to 5:00 p.m., contingent upon all merchants adhering to all COVID-19 restrictions and all pedestrian and traffic laws are followed.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

The City Attorney provided an overview regarding **Verizon’s Small Cell Permit Request**.

Motion by Bryant, seconded by Granger, regarding Verizon Small Cell Permit Request – Metro Act, that the City Council approve the Verizon Small Cell Application and authorize the City Administrator to sign the Small Wireless Facilities Permit.

The City Attorney was asked to contact Mike Watza regarding underground cabling.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Gafa, seconded by Granger, regarding **Public Safety Annual Report**, that the City Council receive and place on file this report.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – May 2020**, that the City Council refer this report to the Finance Committee.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Bryant, seconded by Gafa, regarding **contract: janitorial services – Municipal Building**, that the City Council approve a contract with Triple F Commercial Cleaning Services to provide janitorial services for the municipal building from July 1, 2020, through June 30, 2021, in a total amount not to exceed \$13,000.00, funds to be taken from Account No. 101-444-818.000, and to authorize the City Administrator to sign the contract, contingent upon receipt of appropriate insurance.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Koester, seconded by Bryant, regarding **contract: trucking services**, that the City Council approve the Agreement with Grosso Trucking & Supply Co. for trucking services from July 1, 2020, through June 30, 2021, in an amount not to exceed \$84,000.00, funds to be taken from Account No. 226-528-818.000; and, to authorize the City Administrator to sign said Agreement, contingent upon receipt of appropriate insurance.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Granger, regarding **contract: 2020/21 tree removal**, that the City Council approve a contract extension with Arbor Pro Tree Service, Inc. to perform tree removal services from July 1, 2020, through June 30, 2021, in a total amount not to exceed \$40,000.00, funds to be taken from Account No. 101-465-818.000, and to authorize the City Administrator to sign the contract, contingent upon receipt of appropriate insurance.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Gafa, seconded by Granger, regarding **FY 2020/21 Industrial Waste Control (IWC) Charges Resolution**, that the City Council adopt the FY 2020/21 Industrial Waste Control Charge Resolution as presented.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Koester, seconded by Granger, regarding **Wayne County Annual Permit Community Resolutions**, that the City Council concur with the Director of Public Services and the City Administrator's recommendation to adopt the Model Community Resolutions authorizing execution of the annual maintenance permit, the annual pavement restoration permit and the annual permit for special events, authorize the Director of Public Services to sign the permits, and authorize the City Clerk to forward said documents to Wayne County.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Bryant, regarding **FY 2019/20 Year-End Budget Amendments**, that the City Council adopt the FY 2019/20 Budget Amendment Resolution as presented.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **claims/accounts**, that the City Council approve payment of Items 9A – 9F as listed on the Council agenda and as identified in the pink sheet in the respective amounts and accounts listed, as follows:

- A. 2019 Sewer Open Cut Repair Program
 - 1. Fontana Construction Pay Estimate No. 2 05/03/20 - \$53,866.71;
Account No. 592-537-976.002.
- B. 2019 Road Program
 - 1. Florence Cement Co. Pay Estimate No. 5 05/03/20 - \$17,026.59:
 - a. Account No. 202-451-974.200 - \$823.72;
 - b. Account No. 203-451-977.804 - \$13,731.73;
 - c. Account No. 592-537-975.400 - \$1,757.26;
 - d. Account No. 203-451-974.200 - \$713.89.
- C. 2019 Sewer Structure Rehabilitation
 - 1. L. Anthony Construction Pay Estimate No. 9 05/03/20 - \$26,825.28:
 - a. Account No. 202-451-974.200 - \$176.84;
 - b. Account No. 203-451-974.200 - \$3,713.64;
 - c. Account No. 592-537-975.400 - \$4,543.46;
 - d. Account No. 592-537-976.002 - \$18,391.35.
- D. Professional Services - McKenna
 - 1. Invoice No. 21849-25 06/03/20 - \$1,500.00; Account No. 101-180-818.000.
- E. Professional Services – Hallahan & Associates, P.C.
 - 1. Invoice No. 17358 05/01-31/20 - \$64.28; Account No. 101-210-801.300.
- F. Labor Attorney – Keller Thoma
 - 1. Invoice No. 118547 06/01/20 - \$608.75; Account No. 101-201-801.000.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Hearing no objections, the following items were heard under New Business:

- **Storm damage emergency expenses** – The City Administrator provided an overview regarding his memo dated June 15, 2020, regarding damage caused around the City as a result of the severe storm occurring on Wednesday, June 10, 2020. The Director of Public Services and the City Administrator recommended approval of emergency funds in the total amount of \$28,800.00 for Arbor Pro to assist with damage clean-up.

Motion by Gafa, seconded by McConaghy, that the City Council approve an emergency expenditure previously authorized by the City Administrator in the amount of \$14,400.00 for Arbor Pro to assist with four-days of damage clean-up, and to approve an additional four days to further complete cleanup in the amount of \$14,400.00, for a total amount not to exceed \$28,800.00.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Bryant, seconded by Granger, regarding emergency expenditure, that the following documents be received and placed on file:

1. Memo 06/15/20 – City Administrator;
2. Memo 06/15/20 – Director of Public Services.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

- The City Attorney provided an overview regarding **Court of Appeals** pertaining to **annexation of Provencal**, and discussed a Letter of Engagement with Rosati Schultz Joppich & Amtsbuechler to represent the City.

Motion by McConaghy, seconded by Bryant, regarding Court of Appeals – Annexation of Provencal, that the City Council approve the Engagement Letter from Rosati Schultz Joppich & Amtsbuechler to represent the City regarding the Provencal annexation case in the Court of Appeals, to address the issue of assets and liabilities, and to authorize the City Administrator to sign the letter.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

- The Mayor discussed the **vacancy on City Council** and asked the City Council to consider appointing George McMullen to fill the vacancy. It was necessary for Mr. McMullen to resign his position due to health concerns, however because his health has greatly improved he wishes to be considered for appointment to fill the seat that he previously vacated.

Motion by Bryant, seconded by, Granger, that George McMullen be appointed to fill the vacant City Council seat for the remainder of the term (secretary's note: expiring November 2021).

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Nobody wished to be heard under Public Comment.

Motion by Bryant, seconded by Granger, to adjourn tonight's meeting at 8:17 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor