

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 1, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:06 p.m. by Mayor Novitke.

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

Also Present: City Attorney Don Berschback  
Treasurer/Comptroller Behrens  
Deputy City Clerk Antolin  
Director of Public Services Schulte  
Recreation Supervisor Gerhart  
Information Technology Manager Capps

Council, Administration, and the audience Pledged Allegiance to the Flag.

Motion by Bryant, seconded by Shetler, 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, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Bryant, seconded by McConaghy, regarding **Planning Commission Appointment (Mayoral)**, that City Council concur with the Mayoral appointment of George Bailey to the Planning Commission with a term to expire December 31, 2020, conditioned upon his resignation from the Historical Commission by April 8, 2019.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

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

1. City Council Minutes dated March 18, 2019.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by McConaghy, seconded by Bryant, regarding **Employee Handbook – Revised 04/01/19**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting held March 25, 2019, and approve the Grosse Pointe Woods Employee Handbook (dated April 1, 2019) with the proposed revisions as amended.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

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

1. Committee-of-the-Whole Minutes dated March 25, 2019.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Regarding the **Appointment (Mayoral)**, the Mayor appointed Eric Reiter to the Beautification Advisory Commission with a term to expire December 31, 2020.

Motion by Bryant, seconded by Granger, regarding **Ice Cream Social**, that the City Council concur with the recommendation of the Senior Commission at their meeting held January 15, 2019, and approve an amount not to exceed \$500.00 for expenses related to the Ice Cream Social to be held May 15, 2019, at the Helm, funds to be taken from Senior Commission Account No. 101-105-880.600.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Koester, seconded by McConaghy, regarding **FY 2019/20 Budget Summary**, that the City Council receive and place on file the 2019/20 Proposed Budget Summary.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion rescinded by Council 04/15/19. lkh
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~~Motion by Bryant, seconded by Shetler, regarding **Records Retention and Disposal Schedule—Hand Written Checks**, that the City Council approve a six month retention be added to the Records Retention and Disposal Schedule for customer checks receipted by the City, and that the City Clerk be authorized to sign and forward necessary documents to the State for final approval.~~

~~Motion by Bryant, seconded by Shetler, to amend the previous motion by removing "six month" and replacing it with "60 day".~~

~~Motion carried by the following vote:~~

~~Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None~~

Motion by Granger, seconded by Shetler, regarding **Budget Transfer – City Hall and Grounds Contractual Services**, that the City Council approve a budget amendment and transfer in the amount of \$20,000.00 from Prior Year Reserve Fund Balance Account No. 101-000-699.000 into City Hall and Grounds Contractual Services Account No. 101-444-818.000.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Koester, seconded by McConaghy, regarding **PA 202 – FY 2018 Retiree Health Care Underfunded Status**, that the City Council approve the PA 202 Application for Waiver and Plan for Fiscal Year 2018, and authorize the Treasurer/Comptroller to sign the application.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Granger, seconded by Koester, regarding **Policy: Use of Recreation Facilities**, that the City Council approve the Application for Community Use of Recreational Facilities and Community Use of City Recreational Facilities Guidelines as amended, and approve this policy for use effective immediately.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Bryant, seconded by Shetler, that the following documents be received and placed on file:

1. Application for Community Use of Recreational Facilities received April 1, 2019;
2. Community Use of City Recreational Facilities Guidelines received April 1, 2019.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Bryant, seconded by Granger, regarding **Contract: Printing Services**, that the City Council approve, and authorize the City Administrator to sign, a three-year contract beginning July 1, 2019, through June 30, 2022, with Compton Press Industries, at a cost of \$18,886.00 per year; \$56,658.00 for the three year contract, funds to be taken from the following accounts:

- Account No. 101-780-880.000-Calendar/Newsletters - \$18,238.00;
- Account No. 592-536-757.000-Water Quality Report - \$648.00.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by McMullen, seconded by Shetler, regarding **Contract: City-Wide Phone System Consultant**, that the City Council approve a consulting contract with Plante Moran to provide services for obtaining a city-wide phone system at a cost of \$13,200.00, funds to be taken from Account No. 101-855-977.000, and to authorize the City Administrator to sign the contract.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Shetler, seconded by Bryant, regarding **Budget Amendment/Contract: Fuel Tanks Final Assessment**, that the City Council approve a budget amendment in the amount of \$24,989.86 from Motor Vehicle Fund Balance Account No. 640-000-395.000 into Capital Expense-DPW Account No. 640-0852-977.200; and, to approve a contract with Groundwater & Environmental Services, Inc. to perform additional testing services including

three more boring sites at a cost of \$24,989.86, and authorize the City Administrator to sign said contract.

Motion by Shetler, seconded by Bryant, to amend the previous motion by deleting the "0" before "852".

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Granger, seconded by Bryant, regarding **Special License Application – City Events (Revised)**, that the City Council adopt the Certified Resolution Authorizing the Application for Special License be recommended.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Bryant, seconded by Shetler, regarding **Military Leave Request – Brian Conigliaro**, that City Council adopt the Resolution for military leave-Brian Conigliaro, and authorize the City Administrator to sign the Supplemental Agreement.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Granger, seconded by Shetler, regarding **2015-2018 Pavement Joint and Crack Sealing Program – District 1**, that the City Council approve the following:

1. Michigan Joint Sealing Final Pay Estimate 02/28/19 - \$6,778.10;
  - a. Account No. 202-451-975.300 - \$2,236.88;
  - b. Account No. 203-451-975.300 - \$4,541.22.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Koester, seconded by McConaghy, regarding **City Engineers – Anderson, Eckstein and Westrick**, that the City Council approve the following invoices:

1. Invoice No. 0116798 02/13/18 - \$14,400.00; Account No. 420-451-974.201.
2. Invoice No. 0116799 02/13/18 - \$6,900.00; Account No. 401-451-974.201.
3. Invoice No. 0121019 02/26/19 - \$7,800.00; Account No. 202-451-974.803.
4. Invoice No. 0121078 03/12/19 - \$600.00; Account No. 420-451-974.201.
5. Invoice No. 0121278 03/18/19 - \$807.25; Account No. 592-537-818.000.
6. Invoice No. 0121279 03/18/19 - \$2,250.10; Account No. 592-537-975.004.
7. Invoice No. 0121280 03/18/19 - \$528.50; Account No. 592-537-978.300.
8. Invoice No. 0121281 03/18/19 - \$266.75;
  - a. Account No. 203-451-977.803 - \$186.72;
  - b. Account No. 592-537-975.401 - \$80.03.
9. Invoice No. 0121282 03/18/19 - \$295.70; Account No. 592-537-977.000.
10. Invoice No. 0121283 03/18/19 - \$175.10; Account No. 592-537-818.000.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Bryant, seconded by Shetler, regarding **County of Wayne Milk River Drainage District**, that the City Council approve the following invoices:

1. Invoice No. 298154 02/27/19 FY 2019 Quarters 1 and 2 - \$199,181.00; Account No. 365-455-992.200.
2. Invoice No. 298092 02/26/19 Interest - \$132,815.75; Account No. 365-455-992.000.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by McMullen, seconded by Shetler, regarding **Tokio Marine HCC – Lynne Walter/Sewer Backup Claim**, that the City Council approve the following invoice:

1. Invoice Claim #190868 03/15/19 - \$10,000.00; Account No. 101-210-812.000.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by Shetler, seconded by Koester, regarding **Assessing Services**, that the City Council approve the following invoice:

1. WCA Assessing Invoice No. 031919 03/19/19 - \$5,786.16; Account No. 101-224-818.000.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None

Motion by McConaghy, seconded by Granger, regarding **City Attorneys**, that the City Council approve the following invoices dated March 27, 2019:

1. Don. R. Berschback - \$4,037.50;
  - a. Account No. 101-210-801.000 - \$3,230.00;
  - b. Account No. 101-210-801.100 – \$807.50.
2. Charles T. Berschback - \$5,675.00;
  - a. Account No. 101-210-801.000 - \$5,625.00;
  - b. Account No. 101-223-757.000 – \$50.00.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler  
No: None  
Absent: None



Under New Business, the following individuals were heard:

- Council Member Bryant – SEMCOG update;
- Mayor Novitke commented on how well City Administration and the employees handled the transition of city functions to the Community Center regarding the water damage incident.

Under Public Comment, no one wished to be heard.

Motion by Granger, seconded by Bryant, to adjourn tonight's meeting at 7:45 p.m.  
PASSED UNANIMOUSLY.

Respectfully submitted,

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Paul P. Antolin  
Deputy City Clerk

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Robert E. Novitke  
Mayor