

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 5, 2018, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:04 p.m. by Mayor Novitke.

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

Also Present: City Administrator Smith  
City Attorney Don Berschback  
Treasurer/Comptroller Behrens  
City Clerk Hathaway  
Director of Public Services Schulte

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

The following Commission members were in attendance:

Marlin Stewart, Beautification Commission  
Grant Gilezan, Planning Commission

Motion by Granger, 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 McConaghy, seconded by Shetler, that the following minutes be approved:

1. City Council Minutes dated January 22, 2018, as corrected;
2. City Council Minutes dated January 24, 2018, as corrected.

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 January 22, 2018.

Motion carried by the following vote:

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

The Mayor **appointed** Jonathon O'Hara as a member on the **Senior Commission** with a term to expire December 31, 2021.

Motion by Bryant, seconded by Granger, regarding **Senior Holiday Social**, that the City Council concur with the Senior Citizens Commission at their meeting held November 21, 2017, and approve the expenditure in the amount of \$400.00 for gift cards and desserts for the 2017 Holiday Social.

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:10 P.M. FOR A PUBLIC HEARING IN ACCORDANCE WITH THE HOUSING & COMMUNITY DEVELOPMENT ACT OF 1995, WHICH REQUIRES THE CITY OF GROSSE POINTE WOODS TO HOLD A PUBLIC HEARING FOR THE PURPOSE OF OBTAINING CITIZEN INPUT REGARDING THE **COMMUNITY DEVELOPMENT BLOCK GRANT ESTIMATED BUDGET** FOR PROGRAM YEAR 2018.

Motion by Granger, seconded by Bryant, that for purposes of the public hearing, the following items be received and placed on file:

1. Memo 01/30/18 – City Administrator
2. City Council Excerpt 02/06/18
3. Affidavits of Legal Publication
4. CDBG 2018 Grant Year Application
5. Proposed Resolution

Motion carried by the following vote:

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

The Chair asked if anyone from the audience wished to speak in favor of the proposed budget. The City Administrator spoke in favor of the proposed budget.

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. No one wished to be heard.

Motion by Granger, seconded by Bryant, that the public hearing be closed at 7:11 p.m.  
PASSED UNANIMOUSLY.

Motion by Koester, seconded by McConaghy, regarding the proposed Community Development Block Grant Estimated Budget for Program Year 2018, that the City Council adopt the following resolution approving the 2018 Estimated CDBG Budget, and authorize the City Administrator to sign the application:

**City of Grosse Pointe Woods  
County of Wayne**

**Resolution Approving PY 2018 CDBG Application**

Motion by, seconded by, that the City Council adopt the following resolution:

WHEREAS, Wayne County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and

WHEREAS, Wayne County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and

WHEREAS, the City of Grosse Pointe Woods has duly advertised and conducted Public Hearings on January 22, 2018, and February 5, 2018, for the purpose of receiving public comments regarding the proposed use of PY 2018 Community Development Block Grant funds (CDBG) in the approximate amount of \$51,494.00, and

WHEREAS, the City of Grosse Pointe Woods found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

**2018 Proposed Estimated CDBG Budget**

<b>1. Minor Home Repair</b>	<b>\$ 38,620.00</b>
<b>2. Pointe Area Assisted Transportation Services</b>	<b>7,725.00</b>
<b>3. Administration</b>	<b><u>5,149.00</u></b>
<b>TOTAL</b>	<b><u>\$ 51,494.00</u></b>

WHEREAS, the Grosse Pointe communities and Harper Woods are exploring a joint administration for administering the CDBG program.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Grosse Pointe Woods CDBG application is hereby authorized to be submitted to Wayne County for inclusion in Wayne County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that Bruce Smith, City Administrator, is hereby authorized to execute all documents, agreements, or contracts which result from this application to Wayne County.

Motion passed this \_\_\_ day of February, 2018.

I, Lisa Kay Hathaway, the duly authorized City Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City of Grosse Pointe Woods City Council on February \_\_\_, 2018.

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Lisa Kay Hathaway, City Clerk  
City of Grosse Pointe Woods  
County of Wayne, Michigan

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 **Application for Permit to Solicit**, that the City Council approve the application of Stephen Lesley, Wide Open West, for a Permit/License to Solicit.

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 **Application for Permit to Solicit**, that the City Council approve the application of Nicholas Stroup, Referral Guys, for a Permit/License to Solicit.

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 **housing – MAMC free education day**, that the City Council approve an amount not to exceed \$115.00 to cover the cost of housing on Monday, April 9, 2018, when the City Clerk attends MAMC's Free Education Day, funds to be taken from the City Clerk's Training and Seminars Account No. 101-215-958.001.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **purchase: paper yard waste bags**, that the City Council approve the purchase of yard waste bags from Dano Enterprises Inc. at a cost of \$.388/bag in a total amount not to exceed \$8,760.00, funds to be taken from Account No. 598-787-757.000; and, to adopt a resolution setting the cost of yard waste bags at \$4.50/10 pack and authorize the City Clerk to amend the City's fee schedule.

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 **Agreement: Milk River Project Escrow Agreement**, that the City Council authorize the City Administrator to sign the Escrow Agreement for the Milk River Project, and to name the City Administrator, Director of Public Services, and Treasurer/Comptroller as authorized representatives.

Motion by McConaghy, seconded by Granger, to amend the previous motion by deleting "Director of Public Services" and inserting "Deputy Treasurer/Comptroller."

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 **contract: printing services – water billing/tax billing**, that the City Council approve a three-year contract with IDS to provide printing, sorting, and mailing services for monthly water bills and summer/winter tax bills in a total amount not to exceed \$8,202.84 per year, \$4,116.00 to be taken from Contractual Services Account No. 592-536-818.000 and \$4,086.84 to be taken from Account No. 101-223-757.000.

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 **First Reading: An Ordinance to Amend Chapter 6 Animals, Division 2 License to Amend the Timing of License Renewal and to Clarify Expiration Dates**, that the City Council concur with the amendment of this ordinance, set a date of February 26, 2018, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

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 & Westrick**, that the City Council approve the following invoices from Anderson, Eckstein & Westrick:

1. Invoice 0116460 12/22/17 - \$2,127.35:
  - a. Acct. No. 101-441-818.000 \$108.55;
  - b. Acct. No. 592-537-818.000 \$2,018.80.
2. Invoice No. 0116400 12/20/17 \$2,794.95:
  - a. Acct. No. 592-537-975.004.
3. Invoice No. 0116401 12/20/17 \$220.40:
  - a. Acct. No. 101-000-285.530.
4. Invoice No. 0116462 12/22/17 \$459.25:
  - a. Acct. No. 592-537-977.000.
5. Invoice No. 0116239 12/18/17 \$11,900.00:
  - a. Acct. No. ~~402420~~-902-977.103.
6. Invoice No. 011640 12/18/17 \$2,300.00:
  - a. Acct. No. 401-451-974.201 Municipal Improvement-Engineering Fee.
7. Invoice No. 0116194 12/07/17 \$4,280.70:
  - a. Acct. No. 101-441-818.000 - \$653.00;
  - b. Acct. No. 101-444-818.000 - \$309.00;
  - c. Acct. No. 592-537-818.000 - \$3,112.70.

Proposed  
correction.  
CB/lkh

The City Engineer was asked to break down and add detail to invoices including time and work performed.

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 **auditor**, that the City Council approve the following statement dated December 21, 2017:

1. Plante Moran Invoice No. 1498895 12/21/17 - \$18,850.00.

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 statements dated January 31, 2018:

1. City Attorney Don R. Berschback - \$4,760.00;
2. City Attorney Charles T. Berschback - \$2,925.00.

Motion carried by the following vote:

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

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

- The City Administrator requested to **purchase additional road salt**, as supplies have run out and more inclement weather is expected. Salt supplies are also running low and becoming difficult to get. A memo dated February 5, 2018, from the Director of Public Services was distributed.

Motion by Shetler, seconded by Bryant, regarding purchase: additional road salt, that the City Council approve the purchase of an additional 200 tons of road salt from Cargill Inc. under the existing contract with the MITN/Oakland County Road Commission



consortium at a cost of \$52.99 per ton, for a total cost not to exceed \$10,600.00; and to approve a budget amendment in the amount of \$10,600.00 from the Local Roads fund balance Account No. 203-000-697.000 into Winter Maintenance Operating Supplies Account No. 203-478-757.000.

Motion carried by the following vote:

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

- The City Clerk requested the **fee** for an **Animal License** be increased from \$5.00 to \$8.00 as discussed at the Committee-of-the-Whole meeting held January 22, 2018.

Motion by Bryant, seconded by Shetler, to adopt a resolution increasing the animal license fee from \$5.00 to \$8.00, effective immediately, and authorize the City Clerk to amend the City's fee schedule.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, to adjourn tonight's meeting at 7:41 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor