

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
City Council Meeting Agenda
Monday, October 2, 2017
7:30 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA

6. MINUTES
 - A. Council 09/18/17
 - B. Committee-of-the-Whole 09/18/17
 - C. Finance Committee 08/21/17
 - D. Planning Commission 07/25/17, 08/22/17
 - E. Historical Commission 08/10/17, Excerpt 09/14/17 with recommendation:
 1. Commission Files
 - F. Beautification Advisory Commission 08/09/17
 - G. Citizen's Recreation Commission 07/11/17
 - H. Tree Commission 06/07/17

7. ORDINANCE
 - A. Second Reading: An Ordinance To Amend Chapter 44 Utilities, Division 4 Rates and Costs, Sec. 44-144(b) To Provide Due Dates for The Bimonthly Water and Sewage Bills
 1. City Council Excerpt 09/11/17
 2. Proposed Ordinance
 3. Affidavit of Legal Publication

8. CLAIMS/ACCOUNTS
 - A. Wayne County Appraisal LLC
 1. Invoice 09/11/17 #14889 WCA Assessing
 2. Invoice 09/05/17 #14889 Hallahan & Associates P.C.

 - B. City Attorneys
 1. Don R. Berschback 09/28/17
 2. Charles T. Berschback 09/28/17

9. NEW BUSINESS/PUBLIC COMMENT

10. ADJOURNMENT

Lisa Kay Hathaway, CMMC/MMC
City Clerk

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249.

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| <p>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</p> |
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COUNCIL
09-18-17 - 143

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, SEPTEMBER 18, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:31 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Bryant, Granger, Ketels, Koester, McConaghy, Shetler
Absent: None

Also Present: City Administrator Smith
City Attorney Chip Berschback
Director of Public Services Schulte
Building Official Tutag
Parks and Recreation Supervisor Byron
City Engineer Lockwood
Deputy City Clerk Gerhart

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

The following Commission member was in attendance:

George McMullen, Local Officers Compensation Commission/Board of Review

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, Ketels, Koester, McConaghy, 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 September 11, 2017.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Capital Improvement Projects**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting on September 11, 2017 and approve an amount not to exceed \$62,000.00 payable to Anderson, Eckstein & Westrick for professional architecture and engineering services for the Capital Improvement Projects, funds to be taken from Account No. 420-451-974.201 to be reimbursed from the capital improvement bond.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, 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 September 11, 2017.

Motion carried by the following vote:

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

The Mayor appointed Thomas Isett to the Senior Citizens' Commission with a term to expire December 31, 2019.

Motion by McConaghy, seconded by Koester, regarding **Table Rental and Advertisement**, that the City Council concur with the recommendation of the Senior Citizens' Commission at their meeting on September 9, 2017, and approve an amount not to exceed \$165.00 for expenses related to the table rental and advertisement for the Senior Expo Event to be held on Thursday, October 5, 2017, funds to be taken from Account No. 101-105.880.600.

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:37 P.M. FOR A PUBLIC HEARING IN ACCORDANCE WITH CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IX, FENCES, TO HEAR THE APPLICATION OF SAMUEL RANDAZZO, 20155 MORNINGSIDE, GROSSE POINTE WOODS, WHO IS SEEKING VARIANCE APPROVALS FOR A 6' SOLID VINYL PRIVACY FENCE ALONG THE SIDE AND REAR LOT LINES, WHICH REQUEST IS NONCOMPLIANT WITH SECTIONS 8-279(1), 8-281, AND 8-282(1) OF THE CITY CODE, AND THEREFORE VARIANCES ARE REQUIRED.

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

1. Council Excerpt 08/21/17
2. Letter 09/05/17 – City Attorney
3. Letter 08/04/17 – A. Urbani
4. Application for Fence 07/27/17
5. Photos (3)
6. Certificate of Survey 05/12/83
7. Diagram 07/28/17
8. Memo 08/10/17 – Building Official
9. Photos (9)
10. Memo 08/09/17 – Director of Public Services
11. Affidavit of Property Owners Notified
12. Public Hearing Notice 09/08/17
13. Aerial Views (2)

Motion carried by the following vote:

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

The Building Official provided an overview of the Petitioner's request as identified in his memo dated August 10, 2017. The Building Official confirmed that three variances are required.

The Chair asked if anyone from the audience wished to speak in favor of the proposed request. The following individual was heard:

Anthony Urbani
42500 Hayes, Suite 100
Clinton Township, MI 48038

Beline Obeid
590 Lake Shore Lane

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 7:49 p.m.
PASSED UNANIMOUSLY.

Motion by Koester, seconded by Shetler, regarding Public Hearing: Fence Variance – Samuel Randazzao, 20155 Morningside, who is requesting to retain the already installed 6' solid vinyl privacy fencing along the side and rear lot lines at his property, that the City Council deny the variance request as no special circumstances exist.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **the Rivers Water Bill Agreement**, that the City Council approve a monthly payment agreement between the City and The Rivers Grosse Pointe for water accounts 1338202, 1339100, and 1339300; in total amount of \$18,732.74 with the monthly payment to be set at \$3,122.14, with a final payment of \$3,121.64, first payment due within ten days.

Motion by Granger, seconded by Shetler, to amend the previous motion by deleting "\$3,121.64" and inserting "\$3,122.04".

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Community Center Room and Cook School House Rental Fee**, that the City Council approve increasing the room rental fees for the Community Center Rooms and Cook School House as presented and direct the City Clerk to amend the Fee Schedule by Department accordingly:

| Room | Current Fee | Proposed Fee |
|---|-------------|--------------|
| All Rooms Park, Garden, Lake & Kitchen | \$275.00 | \$425.00 |
| Park Room with Kitchen | \$165.00 | \$225.00 |
| Garden Room | \$100.00 | \$150.00 |
| Lake Room | \$40.00 | \$60.00 |
| Cook School House | \$100.00 | \$125.00 |

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **Lake Front Park Marina Fees**, that the City Council approve increasing the Lake Front Park Marina Fees as presented and direct the City Clerk to amend the Fee Schedule by Department accordingly:

| Boat Well Size | Current Fee | Proposed Fee |
|------------------------------|-------------|--------------|
| Wet Well 1 (Docks under 21') | \$635.00 | \$670.00 |
| Wet Well 2 (Docks 21'-25') | \$700.00 | \$735.00 |
| Wet Well 3 (Docks 25'-28') | \$810.00 | \$850.00 |
| Dry Dock | \$500.00 | \$525.00 |
| Kayak Rack | \$175.00 | \$185.00 |
| Floating Docks | \$450.00 | \$475.00 |
| Seasonal Boat Launch Pass | \$75.00 | \$80.00 |
| Daily Boat Launch Pass | \$12.00 | \$15.00 |
| Winter Storage | \$250.00 | \$275.00 |
| Kayak Winter Storage | \$50.00 | \$75.00 |

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

Motion by McConaghy, seconded by Shetler, regarding **Printing**, that the City Council concur with the recommendation of the Senior Citizens' Commission at their meeting on September 9, 2017, and approve an amount not to exceed \$250.00 for print cost of an informational handout about the Senior Commission, funds to be taken from Account No. 101-105.880.600.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – August 2017**, that the City Council refer this item to the Finance Committee.

Motion carried by the following vote:

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

Motion by Granger, seconded by Bryant, regarding **Proposal: Grosse Pointe Woods Public Safety Improvements**, that the City Council approve the Architecture and Engineering (design) proposal for the Public Safety Improvements from Anderson, Eckstein & Westrick dated August 22, 2017, in a total amount not to exceed \$23,000.00, contingent upon receipt of a written agreement from the City of Grosse Pointe Shores regarding payment of \$10,000.00, the removal of the language in the proposal stating "Travel time is charged portal to portal", authorize the City Administrator to sign said proposal, and approve a budget amendment from General Fund Balance Account No. 101-000-697.000 into Public Safety Improvements Account No. 401-902-977.102 in the amount of \$13,000.00.

Motion carried by the following vote:

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

Motion by Ketels, seconded by Shetler, regarding **Copier Lease – City Clerk's Department**, that the City Council approve entering into a four-year lease agreement with Great America Financial Services for a Kyocera 6052ci color multifunction device at a cost of \$308.86 per month or \$14,825.28 for the term of the lease, plus maintenance costs; funds to be taken from Account No. 101-855-818.000 for the lease and Account No. 101-855-850.000 for maintenance; and, that the City Council authorize the City Administrator to sign the Lease Agreement.

Motion carried by the following vote:

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

Motion by Bryant, seconded by McConaghy, regarding **Contract: Plumbing/Mechanical Inspector**, that the City Council approve the Independent Contractor Agreement with Ronald Supal effective October 1, 2017, to provide plumbing and mechanical inspection services at a rate not to exceed \$1,500.00 per month, funds to be taken from Account No. 101-180-818.000, and authorize the City Administrator to sign said Agreement.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Labor Attorney**, that the City Council approve the following statements dated September 1, 2017:

1. Keller Thoma Invoice #112737 - \$368.65;
2. Keller Thoma Invoice #112825 - \$437.70.

Motion carried by the following vote:

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

Under Public Comment, the following individuals were heard regarding the resurfacing of South Renaud:

- Jane Plieth 885 North Renaud;
- Michael Abdenour 951 South Renaud;
- Maria Galbo, 938 South Renaud;
- Michael Bauman, 651 South Oxford.

Motion by Bryant, seconded by Ketels, to adjourn tonight's meeting at 8:30 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

Robert E. Novitke
Mayor



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, SEPTEMBER 18, 2017, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Ketels, McConaghy, Shetler
ABSENT: Koester (arrived at 7:06 p.m.)

ALSO PRESENT: City Administrator Smith
City Attorney Chip Berschback
Director of Public Safety Kosanke
Deputy City Clerk Gerhart

Also in attendance, Jason Arlow and Scott Lockwood from Anderson, Eckstein & Westrick

Mayor Novitke called the meeting to order at 7:02 p.m.

Motion by Bryant, seconded by Granger, that Council Member Koester be excused from tonight's meeting.

Motion carried by the following vote:

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

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, Ketels, McConaghy, Novitke, Shetler
No: None
Absent: Koester

The first item discussed was regarding **Design Fees for Police Lockup**. Scott Arlow, from Anderson, Eckstein and Westrick, provided a brief overview regarding the combined Police Lockup Project and City Engineering fees.

The City Administrator stated that he has had discussion with Grosse Pointe Shores City Manager, Mark Wollenweber, who has agreed to pay \$10,000.00 of the \$23,000.00 for the design fees. Discussion ensued regarding Anderson, Eckstein and Westrick's requirement that the client provide an asbestos survey and report. The City Clerk's Office was directed to determine if an asbestos survey had previously been completed. The City Engineer stated that if a survey was needed, the cost of a typical asbestos survey was a few thousand dollars. The City Engineer was asked to remove the language in the proposal stating, "Travel time is charged portal to portal."

Motion by Granger, seconded by Ketels, that the Committee-of-the-Whole recommend the City Council approve an amount not to exceed \$23,000.00 payable to Anderson, Eckstein & Westrick for professional architecture and engineering services for the Public Safety Improvements as proposed, contingent upon receipt of a written commitment from the City of Grosse Pointe Shores for the their portion of the design fees and that "Travel time being charged portal to portal" be removed from the proposal.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler that the design fees for the police lockup be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

The next item discussed was regarding **The Rivers Tax Collection**. The City Attorney provided an overview. The Rivers has paid the 2017 tax bill to the City; they continue to meet with Wayne County regarding the settlement of the 2014, 2015, and 2016 delinquent tax bills. The Rivers has requested the City to waive certain fees pertaining to those delinquent taxes totaling approximately \$100,000.00. There was a consensus of the Committee to not waive the fees.

Motion by Bryant, seconded Shetler, that The Rivers Tax Collection be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 7:26 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

Robert E. Novitke
Mayor

Approved by
Committee 9/25/17

FINANCE COMMITTEE
08-21-17

LC

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, AUGUST 21, 2017, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:16 p.m. by Chair McConaghy.

In attendance: Chairman McConaghy
Members: Koester, Novitke

Absent: None

Also present: City Administrator Smith
Treasurer/Comptroller Behrens
City Clerk Hathaway

Motion by Novitke, seconded by Koester, that all items on tonight's agenda be received and placed on file.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Novitke, seconded by Koester, that the meeting minutes dated April 10, 2017, be approved as submitted.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke
No: None
Absent: None

The purpose of tonight's meeting was to discuss the **Investment Policy**. The Treasurer/Comptroller stated the policy was out dated and updates were needed on administrative titles and banking institutions.

Motion by Koester, seconded by Novitke, regarding the Investment Policy, that the Finance Committee recommend the City Council approve the Investment Policy as presented.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke
No: None
Absent: None

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

- Need to set up fiscal forecasting before the capital improvement bond is adopted by Council. A Finance Meeting is to be set for mid September.
- The Rivers and a change in its foreclosure status. The Chair asked that an update be provided with fiscal forecasting.
- An update on metered parking lots was also asked to be included in the fiscal forecasting.

Motion by Koester, seconded by Novitke, that tonight's meeting be adjourned at 7:28 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Approved by
Commission 9/26/17

PLANNING COMMISSION
08-22-17 - 18



MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON AUGUST 22, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

Present: Vice Chair Hamborsky

Absent: Chair: Fuller, Planning Commission Members: Gilezan, Profeta, Reiter, Rozycki, Stapleton, Vaughn, Vitale

Also Present: No one

Regarding **Public Hearing: University Liggett School Fieldhouse, 1045 Cook Road**, the Vice Chair stated that due to lack of a quorum, this item is postponed to the September 26, 2017, Regular Planning Commission Meeting.

Respectfully submitted,

Vice Chair – Douglas Hamborsky

PLANNING COMMISSION
07-25-17 - 15

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JULY 25, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:32 p.m. by Chair Fuller.

Roll Call: Chair Fuller
Planning Commissioners: Gilezan, Profeta, Reiter, Stapleton, Vaughn

Absent: Hamborsky, Rozycki, Vitale

Also Present: Building Official Tutag
Deputy City Clerk Gerhart

The Planning Commission, Administration and the audience Pledged Allegiance to the Flag.

Motion by Stapleton, seconded by Vaughn, that Commission Members Hamborsky, Rozycki, and Vitale be excused from tonight's meeting.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Profeta, Reiter, Stapleton, Vaughn

NO: None

ABSENT: Hamborsky, Rozycki, Vitale

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

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Profeta, Reiter, Stapleton, Vaughn

NO: None

ABSENT: Hamborsky, Rozycki, Vitale

The Chair recognized Council Member Bryant who was in attendance at tonight's meeting.

Motion by Profeta, seconded by Gilezan, regarding **Approval of Minutes**, that the Planning Commission Workshop minutes dates June 28, 2016 and the Planning Commission minutes dated May 23, 2017, be approved as submitted.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Profeta, Reiter, Stapleton, Vaughn

NO: None

ABSENT: Hamborsky, Rozycki, Vitale

The next item on the agenda was **Introduction of University Liggett School field house, 1045 Cook Road**. Building Official Tutag provided an overview of the project and indicated that it will require Special Land Use approval due to the underlying CF (Community Facilities) zoning of the properties. Scott Cave, of CBRE and Raymond Cekauskas, of Landry/Cekauskas Architecture on behalf of University Liggett Schools, were present for questions and discussion. They are proposing a timeline that would have the shell of the building completed by December of 2017 and the building fully completed by August of 2018, pending approvals from the City.

The next item on the agenda was **Schedule a Public Hearing: University Liggett School Field House, 1045 Cook Road**. Building Official Tutag recommended that a public hearing be scheduled for August 22, 2017, at which time the Planning Commission will make a recommendation to City Council.

Motion by Stapleton, seconded by Vaughn, that the Planning commission schedule a **Public Hearing: University Liggett School Field House, 1045 Cook Road** for August 22, 2017.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Profeta, Reiter, Stapleton, Vaughn

NO: None

ABSENT: Hamborsky, Rozycki, Vitale

The next item on the agenda was the **Building Official's Monthly Report – May & June 2017**. Mr. Tutag reported the following:

- He state he will be sending a copy of the 2020 Vision plan to Wayne County Commissioner Tim Killeen and members of the Wayne County Road Commission to solicit their feedback and to inquire about any possible grants that could be used in the implementation of the project;
- The Building Department has been extremely busy over the past several months as there has been a large number of homes that have been sold in the City and, he hopes to have the backlog cleared up in the next several weeks;
- A certificate of occupancy has been issued for the new home on Sunningdale.

Regarding the **Council Reports**:

- Member Profeta had nothing to report.

Commission Member Reiter will attend the Council Meetings in August.

Under **New Business**, the following **Subcommittee Report** was provided:

2020 Plan – Chair Fuller and member Gilezan had nothing to report.

Branding – Commission Members Profeta and Stapleton had nothing to report.

Crosswalk/Pocket Park – Chair Fuller and Member Vaughn had nothing to report.

Motion by Profeta, seconded by Stapleton, that the Planning Commission Meeting adjourn at 8:57 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

Approved by
Commission 

City of Grosse Pointe Woods Historical Commission Minutes
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236
Conference Room at City Hall
August 10, 2017

RECEIVED
AUG 16 2017
CITY OF GROSSE PTE. WOODS

1. **Call to Order**

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:30 p.m. by Chairperson Lynne Millies.

2. **Roll Call**

Present: Mary Kaye Ferry, Del Harkenrider, Shirley Hartert, Suzanne Kent, Lynne Millies, Sean Murphy, John Parthum, Frank Romano, Becky Veitengruber, Giles Wilborn

Excused: Phil Whitman

Also Present: Council Representative Mike Koester, George McMullen, Jr.

3. **Approval of Agenda**

Motion by Hartert, seconded by Romano, to approve the agenda for August 10, 2017. Ayes: all. Motion carried.

4. **Approval of Minutes**

Motion by Ferry, seconded by Murphy, to approve the June 8th, 2017 minutes as presented. Ayes: all. Motion carried.

5. **Items**

A. Report of Treasurer: Parthum reported that the commission balance for the 2016-2017 fiscal year was \$500.74 and the current commission balance is \$2,362.00. The Cook Schoolhouse balance is \$5,300.11.

B. Cook Schoolhouse Project:

1. July Open House: 15 visitors, \$6.00 raised in donations.

2. **A.** September & October Open Houses: September 16th Open House will be at 5:00-7:00 p.m., with Ferry, Harkenrider, Parthum, and Romano hosting. October 14th Open House will be at 12:00-2:00 p.m., with Hartert and Kent hosting.

B. Discussion arose about use of the Cook Schoolhouse.

C. Commission Files: Parthum gave a summary on various tasks done by some commission members (i.e. cataloguing, labeling photos, filing articles and manuscripts).

D. Absences: Millies announced that she would like an email and reason for absence, communicated to her, in accordance with the bylaws.

6. **Old Business**

A. Reports for Memorial Day: Millies reminded the commission to submit information to her listing various duties and/or vendors contacted for Memorial Day ceremony.

B. Picnic Table & Trash Can for Cook School: Millies inquired about having a picnic table and trash can added to the grounds near the schoolhouse.

7. New Business

- A. *Calendar for 2018:*** Dates for next year's open houses were discussed.
- B. *Prospective Member:*** There was a discussion of membership.
- C. *Speaking at the Meeting:*** With respect for time, Millies reported that comments should be less than two minutes.

8. Public and Commissioner Comments

- A.** Hartert reported that she will reach out to the local regent of the DAR (Daughters of the American Revolution) for a donation of 4"x6" American flags for the Memorial Day ceremony.
- B.** Hartert informed the commission that we are in the 100th Anniversary of World War I. We should be looking for a speaker for next year's Memorial Day ceremony, to commemorate this.
- C.** Hartert shared that our country is 9 years shy of its 250th birthday.

9. Adjournment

The meeting adjourned at 8:50 p.m. by chairperson Millies.

Respectfully submitted:

Becky Veitengruber, Secretary

***The next meeting of the Grosse Pointe Woods Historical Commission will take place on
September 14th, 2017 at 7:30 p.m. in the Conference Room at City Hall, 20025 Mack Plaza
Drive, Grosse Pointe Woods, MI 48236***

September 14, 2017

Commission Files: Motion by Parthum to recommend to City Council, the purchase of one, four drawer, legal size, locking file cabinet and related accessories (legal hanging file frames) not to exceed \$400.00. This is a budgeted item in the FY 2017-18 budget. Account # 101-105-880-300. Seconded by Veitengruber. Ayes: all. Motion carried.

Motion by Kent to do an immediate certification of the above motion, seconded by Murphy. Ayes: all. Motion carried.

Beautification Advisory Commission
Lake Room – GPW Community Center
20025 Mack Plaza Dr., Grosse Pointe Woods
Meeting – August 9, 2017 – 7:00 p.m.

Approved by
Commission
RECEIVED 9/15/17
AUG 15 2017
CITY OF GROSSE POINTE WOODS

Present: Casinelli, Hage, Koester, McCarthy, Martin-Rahaim, Medura, Sauter, Spreder, Stephens, Stewart

Excused: Arslanian, Hess, Hilton, Ragland

Call to Order: The meeting was called to order by Chairperson, McCarthy at 7:02 p.m.

Minutes: The July 12, 2017 meeting minutes were distributed and reviewed.

Motion by Casinelli, seconded by Stephens, to approve the July 12, 2017 minutes as presented.

Motion carried by the following vote:

Yes: Casinelli, Hage, Koester, McCarthy, Martin-Rahaim, Medura, Sauter, Spreder, Stephens, Stewart

No: None

Excused: Arslanian, Hess, Hilton, Ragland

Treasurer's Report: No report

Chairperson's Report: McCarthy presented Chairperson Report.

Awards Program: Stephens provided update on Awards Night. Koester to contact Kim Lundy regarding Legacy Award watercolor painting. Renovation awards discussed and chosen by committee.

Tile/Mugs Program: No report.

Flower Sale: No report

Council Report: Medura reported on the June 19, 2017 City Council meeting. McCarthy reported on the July 17, 2017 City Council meeting.

DPW: No report

Old Business: No report

New Business: no report

Motion by Casinelli, seconded by Hage, to adjourn the Beautification Advisory Commission meeting at 7:32 p.m.

Motion carried by the following vote:

Yes: Casinelli, Hage, Koester, McCarthy, Martin-Rahaim, Medura, Sauter, Spreder, Stephens, Stewart

No: None

Excused: Arslanian, Hess, Hilton, Ragland

Respectfully submitted,

Rachelle Koester



Citizen's Recreation Commission Meeting Minutes
Meeting of the Citizen's Recreation Commission held on July 11, 2017 at
Grosse Pointe Woods, Michigan

CALLED TO ORDER: 7:03

PRESENT:

Gib Heim
Barb Janutol
Tom Jerger
Mark Miller
Tony Rennpage
Mike Soviak
Christine Ventimiglia
Amanda York

ABSENT:

Bill Babcock

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JUL 13 2017

CITY OF GROSSE PTE. WOODS

ALSO PRESENT:

Richard Shetler, Jr., and Nicole Byron

Motion to accept the minutes from June 13, 2017 by Mark Miller and seconded by Tony Rennpage.

Motion passed by the following vote:

Yes: Heim, Janutol, Jerger, Miller, Rennpage, Soviak, Ventimiglia and York.

No: None

Absent: Babcock

SUPERVISOR'S REPORT:

Session 2 swim lessons have begun. There are about the same number of registrants this year as last year.

Boat well rentals have increased this year.

A new kayak pad is being poured at the boat launch area. That increases the kayak rental space available. No cars without trailers will be allowed to park at the boat ramp. Kayak users must park in the bathhouse parking area, to allow for trailer maneuvering when using the launch.

COUNCIL MEETING REPORT:

Mr. Shetler reported the following:

The trolley has been sold. There is currently no plan to replace it.

The DPW report to council was outstanding.

OLD BUSINESS:

There are currently 30 registrants for the Jack Boni Perch Derby, which is on par with last year at this time. Ms. Byron will get the reminder sign up for registration in front of the city Hall, this week.

A list of donors for the Perch Derby was compiled.

Ms. Byron will contact the t-shirt supplier, to add donors to the back of the shirt.

Commission members should be at the park by 8:30am on July 22nd, to begin set up for the food.

Lunch will be served at 11:30.

The casting contest will begin at 11:30.

Lou's Pet Shop will be there at 11:30.

Fishing will end at 12:30. The final weigh-in deadline is 1:00.

Prizes will be awarded immediately following the final weigh-in.

NEW BUSINESS:

At our September meeting, we will go over the bylaws for our Commission. Please review them before the next meeting. They were attached to the meeting agenda.

ADJOURNMENT:

Motion was made to adjourn the meeting by Mark Miller and seconded by Gib Heim.

Yes: Heim, Janutol, Jerger, Miller, Rennpage, Soviak Ventimiglia and York.

No: None

Absent: Babcock

Meeting Adjourned at 8:03pm.

Respectfully submitted by: Barb Janutol, Secretary

Grosse Pointe Woods
Tree Commission Meeting Minutes 7 June 2017

Approved by Commission
09/06/17
RECEIVED
SEP 18 2017
LH

The meeting was called to order at 7:37 by chairman Steve Chan.

Following members were in attendance:

Steve Chan

Joe Backer

Bob Greening

Peter Groschner

Laura Gaskin

Mary Ellen Meyering

Vicki Granger the council representative was also in attendance.

Motion to approve the Agenda by Peter Groschner and seconded by Joe Backer passed unanimously.

Motion to approve the minutes of the meeting 3 May 17 by Joe ~~Backer~~ Backer seconded by Peter Groschner, passed unanimously.

Amended by Commission 09-06-17

Treasurer's Report not available.

Old Business:

Report by Bob Greening that all Tee Shirts were delivered to all 5 winners of the Arbor Day Poster Contest.

One plate is still to be put on one school trophy.

There was much discussion about the Monday Council meeting where the Tree City USA flag, and the 5 Poster Contest winners were presented to city council and very warmly received by the Mayor and Council. The students and the parents were very excited and it was heartwarming to be there and experience the thrill in the room. So many pictures being taken. Consensus was that it was very well received and next year we will ask the winners to wear their Tee Shirts, and bring their winning posters to the council meeting.

Peter Groschner moved to approve the minutes as amended for the meeting of 3/1/17, and seconded by Mary Ellen Meyering, this was unanimously approved.

New Business:

Bob Greening made the motion to suspend the Tree Commission Meetings until September 17 6 this was seconded by Joe Backer and unanimously passed.

Amended by Commission 09-06-17

Vicki gave a report about the happenings of Council.

Motion to adjourn at 8:30 pm made by Laura Gaskin seconded by Joe Backer, passed unanimously.

Submitted by Laura Gaskin. Office held: Secretary. Tel: 313 808 0948

7A

COUNCIL EXCERPT
09-11-17

Motion by Ketels, seconded by Granger, regarding **First Reading: An Ordinance to Amend Chapter 44 Utilities, Division 4 Rates and Costs, Sec 44-144(b) to Provide Due Dates for the Bimonthly Water and Sewage Bills**, that the City Council concur with the amendment of this ordinance, to set a date of October 2, 2017, 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, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

ORDINANCE # _____

**AN ORDINANCE TO AMEND SEC. 44-144(b)
WAIVER OF PENALTY ON WATER BILLING**

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Sec. 44-144(b).

(b) All water and sewage disposal bills shall be rendered bimonthly by the city comptroller/treasurer and shall be due and payable on the 15th day of the month following the quarter. A penalty of ten percent of the amount of the bill shall be added if the amount of the bill is not paid on or before the due date. The comptroller/treasurer may waive that penalty only in those very limited circumstances that comply with the city policy for a waiver of penalty.

| | |
|--------------------------|-----------------|
| 1 st Reading: | <u>09-11-17</u> |
| 2 nd Reading: | <u>10-02-17</u> |
| Published GPN: | <u>09-14-17</u> |
| Adopted: | <u>10-02-17</u> |
| Effective: | <u>10-22-17</u> |

AFFIDAVIT OF LEGAL PUBLICATION

Grosse Pointe News

21316 Mack Ave
Grosse Pointe Woods, Michigan 48236
(313) 882-3500

RECEIVED

SEP 18 2017

COUNTY OF WAYNE
STATE OF MICHIGAN, SS.

CITY OF GROSSE PTE. WOODS

Shelley Owens

being duly sworn deposes and says that attached advertisement of

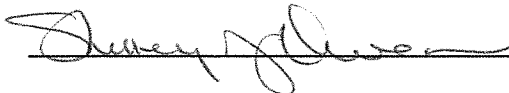
City of Grosse Pointe Woods

was duly published in accordance with instructions, in the GROSSE POINTE NEWS on the following date:

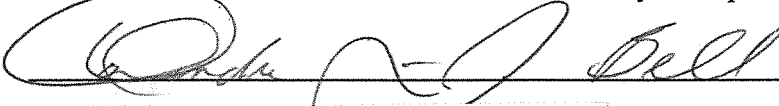
September 14, 2017

#2 GPW 9/14 ORD MTG 10-2

and knows well the facts stated herein, and that she is the Advertising Manager of said newspaper.



Subscribed and sworn to before me this 14th day of September A.D., 2017



City of **Grosse Pointe Woods**, Michigan

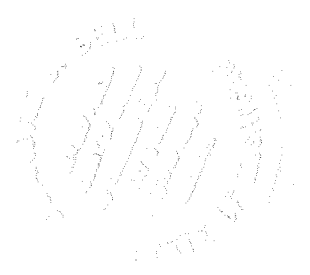
NOTICE IS HEREBY GIVEN that the Council will be considering the following proposed ordinance for a second reading at its meeting scheduled for Monday, October 2, 2017, at 7:30 p.m. in the Council Room of the Municipal Building. The proposed ordinance is available for public inspection at the Municipal Building, 20025 Mack Plaza, between 8:30 a.m. and 5:00 p.m., Monday through Friday. The Council meeting is open to the public. All interested persons are invited to attend.

An Ordinance To Amend Chapter 44, Utilities, Division 4 Rates and Costs, Sec. 44-144(b) To Provide Due Dates for The Bimonthly Water and Sewage Bills

Lisa Kay Hathaway
City Clerk

G.P.N.: 9/14/2017

Notary Public





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SEP 14 2017

CITY OF GROSSE PTE. WOODS

8A

September 11, 2017

City of Grosse Pointe Woods
Accounts Payable
20025 Mack
Grosse Pointe Woods, MI 48236

RE: Legal Services – August 2017

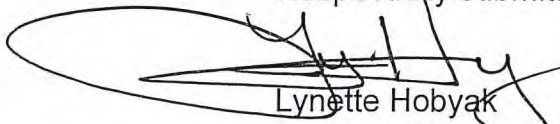
Legal services rendered :


Invoice # 14889 (attached).....\$ 180.00

Credit on Account for Legal..... \$ 180.00

Please remit payment to: Wayne County Appraisal LLC,
38110 Executive Drive, Suite 100, Westland, MI 48185.

Respectfully submitted,


Lynette Hobyak
Business Manager


9/14/2017

Hallahan & Associates, P.C.

Attorneys at Law
1750 S. Telegraph Road, Suite 202
Bloomfield Hills, Michigan 48302-0179
(248) 731-3089

Email

September 5, 2017

City of Grosse Pointe Woods
c/o WCA Assessing
Aaron P. Powers, MMAO, Managing Director
38110 Executive
Westland, MI 48185

Please include Invoice No.
with your payment

Invoice No. 14889

\$360.00

Professional services rendered through August 31, 2017

| | Hours | Amount |
|--|-------|-----------------|
| <u>DRSN Real Estate GP LLC - 17-001117</u> | | |
| 08/22/17 LMH Communicate with client. | 0.10 | 15.00 |
| 08/24/17 LMH Telephone call from City Attorney (x2) and Eric Dunlap; telephone conference with Mike Ellis regarding appraisal; fact investigation regarding discovery. | 0.90 | 135.00 |
| 08/25/17 LMH Review/analyze MTT docket in prior appeal. | 0.20 | 30.00 |
| Subtotal: | 1.20 | 180.00 |
| Professional services rendered | 1.20 | \$180.00 |

Timekeeper Summary

| Name | Hours | Rate |
|-------------------|-------|--------|
| Laura M. Hallahan | 1.20 | 150.00 |

Previous balance

\$180.00

AMOUNT DUE

\$360.00

| Current | 30 Days | 60 Days | 90 Days | 120 Days |
|---------|---------|---------|---------|----------|
| 180.00 | 180.00 | 0.00 | 0.00 | 0.00 |

DON R. BERSCHBACK
ATTORNEY AND COUNSELOR AT LAW
24053 JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
E-MAIL: donberschback@yahoo.com

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SEP 28 2017
CITY OF GROSSE POINTE WOODS

OF COUNSEL
CHARLES T. BERSCHBACK

September 27, 2017

Bruce Smith, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: September 2017 Billing/DRB

| <u>DATE</u> | <u>DESCRIPTION OF SERVICES</u> | <u>TIME</u> |
|-------------|--|-------------|
| 09.06.17 | Fence complaint work (.50); continued work on Wayne County litigation, review of all emails, TCs to Court, letter to building official (1.50); TCs on CC and other issues (.50); review of contract for building department (.25); TCs with department heads (.50); FOIA work (.25); | 3.50 |
| 09.07.17 | Work on Circuit Court litigation (.25); email and research re. bankruptcy filing (.25); Rivers project TCs and Memo and research (.50) | 1.00 |
| 09.11.17 | Work on CC and COW matters (1.25); TCs re. personnel issues (1.00); attendance at COW and CC meetings (1.50); review of court cases (.50) | 4.25 |
| 09.12.17 | Work on outside litigation and discovery case (1.00) | 1.00 |
| 09.13.17 | Continued work on two outside litigation cases (1.25); court work (.50); ordinance work (.75) | 2.50 |
| 09.14.17 | Attendance at Municipal Court (2.50); ordinance work (.25); | 2.75 |
| 09.19.17 | Review of Court cases (.50); outside litigation (.25) | 0.75 |
| 09.21.17 | Attendance at Municipal Court and follow up (2.75) | 2.75 |
| 09.26.17 | Court case work (.50); work on CC and COW items (.50); outside litigation (.50) | 1.50 |

DRB = 20.00 hours x \$170.00

BALANCE DUE: \$3,400.00

Breakdown

| | |
|---------------------|-------------|
| General | 12.75 hours |
| Municipal Court | 7.25 hours |
| Bldg/Planning Comm. | 0 hours |
| MTT | 0 hours |

TC - Telephone
CTB - Charles T. Berschback
DRB - Don R. Berschback
BS - Bruce Smith
GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority

LKH - Lisa K. Hathaway
CC - City Council
PC - Planning Commission
FS - Frank Schulte

GT - Gene Tutag
CB - Cathrene Behrens
CEW-Conference of Eastern Wayne
LFP - Lakefront Park
MTT - Michigan Tax Tribunal

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK

OF COUNSEL

September 28, 2017

Bruce Smith
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: August Billing/ CTB Only

| <u>DATE</u> | <u>DESCRIPTION OF SERVICES</u> | <u>TIME</u> |
|-------------|---|-------------|
| 8.31.17 | P.M. calls, emails on business licenses (.25) | 0.25 |
| 9.01.17 | TC Levin, Memo to DRB (.25) | 0.25 |
| 9.11.17 | All email replies and TC, miscellaneous matters (1.50); call from Fibertech attorney and revisions to DAS Agreement (.50); TC DV victim (.25) | 2.25 |
| 9.12.17 | Work on abatement case, TC GT (.50); TC Wayne County on Rivers tax issue (.25); review of Rivers TT interrogatories, email to Hallahan; draft of Hunt Club interrogatories (.25); FOIA review and email (.25) | 1.25 |
| 9.13.17 | Work on abatement lawsuit (.50); initial work on PC Liggett recommendation (.25); calls and research on Rivers, tax collection issue (2.00); TC Jackson, work on business ordinance (.25) | 3.00 |
| 9.14.17 | Municipal Court and follow up (1.75); TCs, emails penalty issue re: Rivers (.25); finalized Hunt Club TT interrogatories (.25) | 2.25 |
| 9.15.17 | Appearance in Wayne County Circuit Court, entered Order for completion date for repairs on abatement case (2.75); TCs BC, BN re: agenda items (.25) | 3.00 |
| 9.18.17 | Review of Council/COW packets, file review re: Rivers and fence ordinance; TC Wayne County on Rivers tax issue, TCs agenda items (2.00); TC GT re: Liggett Public Hearing ordinance review and prep of notice (.25); additional tax research (1.00); attendance at COW and CC meetings (1.50) | 4.75 |

| | | |
|---------|--|------|
| 9.21.17 | Municipal Court and staff meetings (2.00); PC, work on Liggett resolutions and file/memo review (.50); review of new METRO Act permit and reply to applicant (.50) | 3.00 |
| 9.22.17 | Follow up on Municipal Court cases, TCs (.25); review of McKenna proposal and contract, TCs (.25) | 0.50 |
| 9.25.17 | Calls and research on tax bill issue (.50) | 0.50 |
| 9.26.17 | Review of Municipal Court docket, meeting with Officer Kapoor (.75); meeting with GT re: Liggett and other matters, review of PC packet (.50); TT calls, WCA, attorneys and appraisers (.50); attendance at PC Liggett public hearing (2.00) | 3.75 |
| 9.27.17 | TCs and emails Steve G., GT, St. John's and letter to M/C on Med Post Signs (.50); TC CB; letters to M/C re. Business Ordinance (.25) | 0.75 |
| 9.28.17 | Municipal Court a.m. docket and follow up (2.50) | 2.50 |

| | |
|---|--------------------|
| CTB = 28.00 hours at \$150.00 per hour | \$ 4,200.00 |
| Plus Costs: Federal Express - Milk River Easement | \$ 57.21 |
| Nuisance Abatement Case Title Work | \$ 275.00 |
| TOTAL DUE: | \$ 4,532.21 |

TC - Telephone
BS - Bruce Smith
RL - Rumph litigation
PC - Planning Commission

GT - Gene Tutag
LH - Lisa Hathaway
CB - Cathrene Behrens
TT - Tax Tribunal

M/C - Mayor and Council
Det. Bur. - Detective Bureau
ED - Eric Dunlap

Breakdown

| | |
|------------------------------|-------------|
| General | 15.75 hours |
| Municipal Court | 7.50 hours |
| Building/Planning Commission | 3.50 hours |
| Tax Tribunal | 1.25 hours |