

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, January 6, 2014
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. OATHS OF OFFICE A. Appointed and Re-Appointed Commission Members

7. APPOINTMENTS A. Senior Citizens Commission (Mayoral)
 1. Email 12/08/13 – Commission Chair
 2. Biographical Sketch – Rebecca Palen
 B. Historical Commission (Mayoral)
 1. Historical Commission Excerpt 12/12/13
 2. Biographical Sketch – Tom Sperti
 C. Building Authority (Council)
 1. Vacancy (1)

8. MINUTES A. Council 12/16/13
 B. Planning Commission 11/26/13
 C. Historical Commission 11/14/13
 D. Tree Commission 11/06/13

9. COMMUNICATIONS A. Applications for Permit/License – Vendor/
 Solicitor/Peddler
 1. Vincent G. Agosta – Refuse Vendor
 2. Jim Mitrovich – Refuse Vendor
 3. Edward Jones Investment - Solicitor
 B. Emergency Sewer Line Repairs
 1. Memo 12/10/13 – Director of Public Services
 2. Invoice #1822 07/18/13 – Fontana Construction,
 Inc.
 3. Invoice #1820 07/18/13 – Fontana Construction,
 Inc.

10. BIDS / PROPOSALS/
CONTRACTS A. Purchase: Sewer Line Video Inspection System
 1. Memo 12/12/13 – Director of Public Services
 2. Letter 11/22/13 – CUES
 3. Quote 11/22/13 – MTech

- B. Contract: Annual Fuel Purchase
 - 1. Memo 12/11/13 – Director of Public Services
- 11. CLAIMS/
ACCOUNTS
 - A. City Attorney
 - 1. Don R. Berschback
 - 2. Charles T. Berschback
- 12. NEW BUSINESS/PUBLIC COMMENT
- 13. ADJOURNMENT

Lisa Kay Hathaway, 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.

<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>
--

7A

Lisa Hathaway

From: Mary Rose Nelson [nelsonmaryrose@yahoo.com]
Sent: Sunday, December 08, 2013 4:37 PM
To: Lisa Hathaway; Betty Ahee
Cc: Richard Shetler Jr.
Subject: Senior Commission
Attachments: 2013 Directory Revised for 2014.docx; Rebecca Palen.pdf

Hi Ladies,

Happy holidays, I have attached the list of our Senior Commission Members with the changes for next year. The changes have been highlighted.

I have also attached an application for a new member, Rebecca Palen. She was interviewed by our commission members at the November meeting. We think she will be a good asset to our commission and will be looking forward to her appointment by the Mayor. Rebecca is being sponsored by Anne Marie Gattari. We do still have one general opening that we hope to have filled by February.

After the first of the year, I will inform/remind the members that need to be sworn in, to do so at their earliest convenience.

Thank you so much.

Mary Rose Nelson

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intended recipient, please contact the sender by reply e-mail or telephone and return the original message to the sender. Thank you.



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza
Grosse Pointe Woods, MI 48236

BIOGRAPHICAL SKETCH

☒ I am interested in making application to serve as a member on the following Board/Commission:

<input type="checkbox"/> Beautification Commission	<input type="checkbox"/> Board of Canvassers
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Building Authority
<input type="checkbox"/> Citizens' Recreation Commission	<input type="checkbox"/> Community Tree Commission
<input type="checkbox"/> Construction Board of Appeals	<input type="checkbox"/> Downspout Board of Appeals
<input type="checkbox"/> Fireworks Committee	<input type="checkbox"/> Historical Commission
<input type="checkbox"/> Local Officers' Compensation Commission	<input type="checkbox"/> Mack Avenue Business Study Committee
<input type="checkbox"/> Pension Board	<input type="checkbox"/> Planning Commission
<input checked="" type="checkbox"/> Senior Citizens' Commission	<input type="checkbox"/> Other:

NAME: Rebecca Palen

ADDRESS: 23209 Edsel Ford Ct.

TELEPHONE: Home: 734-417-6856 cell 586-777-7761 Office: 586-777-7761

E-Mail: rebecca.palen@gmail.com

OCCUPATION: Clinical Social Worker, Executive Director of Lake House

OF YEARS RESIDENT OF GROSSE POINTE WOODS: Worked in GPW for over 6 years, lived in GP Farms for 22 yrs.

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

Macro and Clinical Skills to assist with identification and execution of services/projects needed to serve senior citizens.

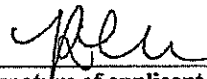
EDUCATION: Master of Social Work, Master of Public Administration

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: BNI-Eastside Launch Pad-Vice President,

Detroit Athletic Club-Membership Development Committee, GP Chamber of Commerce, The Family Center

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: My clinical background in
senior services, oncology, grief counseling, and medical social work will contribute to understanding the needs of the senior citizens of the community.

Signature of sponsor


Signature of applicant

Date: _____

Return to Clerk's Office

Historical Commission Excerpt
12/12/13

VI. New Business

- A. ***Resignation:*** the City Council accepted the resignation of Historical Commission member Gordon Michaelson at the December 2, 2013 meeting. Historical Commission members accepted this news with regret.
- B. ***Vacancy:*** There is one vacancy.

Motion: Harkenrider moved to recommend to Mayor Novitke that Tom Sperti fill the Commission's current vacancy. Ferry seconded. Ayes: all. Motion carried.

Motion: Millies moved for immediate certification of the above motion. Whitman seconded. Ayes: all. Motion carried.



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RECEIVED
JUL 16 2013
CITY OF GROSSE PTE. WOODS

BIOGRAPHICAL SKETCH

✓ I am interested in making application to serve as a member on the following Board/Commission:

<input type="checkbox"/>	Beautification Commission	<input type="checkbox"/>	Board of Canvassers
<input type="checkbox"/>	Board of Review	<input checked="" type="checkbox"/>	Building Authority
<input type="checkbox"/>	Citizens' Recreation Commission	<input type="checkbox"/>	Community Tree Commission
<input type="checkbox"/>	Construction Board of Appeals	<input type="checkbox"/>	Downspout Board of Appeals
<input type="checkbox"/>	Fireworks Committee	<input checked="" type="checkbox"/>	Historical Commission
<input type="checkbox"/>	Local Officers' Compensation Commission	<input checked="" type="checkbox"/>	Mack Avenue Business Study Committee
<input type="checkbox"/>	Pension Board	<input checked="" type="checkbox"/>	Planning Commission
<input type="checkbox"/>	Senior Citizens' Commission	<input type="checkbox"/>	Other:

NAME: TOM SPERTI

ADDRESS: 2024 BEAUFAIT

TELEPHONE: Home: 313-5704347 Office: _____

E-Mail: TPSPERTI@GMAIL.COM

OCCUPATION: NON-PROFIT CFO

OF YEARS RESIDENT OF GROSSE POINTE WOODS: 1

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

I WORK IN THE FINANCIAL SECTOR WITH AN EMPHASIS ON NON-PROFIT GOV'T.

EDUCATION: BA-MSU MA-UNIVERSITY DUBLIN

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: MACTA, AICPA, ACFE

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: I CURRENTLY WORK FOR A NON-PROFIT WHICH FOCUSES ON COMMERCIAL REVITALIZATION, PLANNING AND REAL ESTATE DEVELOPMENT

Signature of sponsor

Signature of applicant

Date: 7-13-13

Return to Clerk's Office



COUNCIL
12-16-13 - 92

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 16, 2013, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:36 p.m. by Mayor Novitke.

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

Also Present: City Administrator Fincham
City Attorney Don Berschback
City Assessor Vandemergel
City Clerk Hathaway
Director of Public Works Ahee
City Engineers Lockwood and Varicalli

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

The following Commission members were in attendance:

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

Rebecca Fannon from Grosse Pointe Public Schools presented information regarding the school's technology millage proposal to be voted on February 25, 2014.

The Mayor re-appointed the following individuals to the **Beautification Commission** with terms expiring 12/31/16:

- Philip Hage
- Dennis Janowski
- Debra McCarthy
- Carol Sauter

The Mayor re-appointed the following individuals to the **Community Tree Commission** with terms expiring 12/31/16:

- Peter Groschner
- Russell Pegg

The Mayor reappointed to the following individuals to the **Historical Commission** with terms expiring 12/31/16:

- Delmar Harkenrider
- Suzanne Kent
- Lynne Millies

The Mayor re-appointed the following individual to the **Local Officers Compensation Commission** with a term to expire 12/31/18:

- George McMullen

The Mayor re-appointed the following individuals to the **Planning Commission** with terms expiring 12/31/16:

- Grant Gilezan
- Richard Rozycki

And, also appointed Michelle Harrell to fill the vacancy with a term to expire 12/31/16.

The Mayor re-appointed the following individuals to the **Senior Commission** with terms expiring 12/31/16:

- Mary Hyduk
- Ronald Wehrmann
- Donald Witt

The Mayor re-appointed the following individuals to the **Construction Board of Appeals** with terms expiring 12/31/16:

- Walter Kiehler
- John Vitale

The Mayor re-appointed the following individual to the **Pension Board** with a term to expire 12/31/16:

- Gary Zarb

Motion by Granger, seconded by Bryant, to voice no objections to the Mayoral appointments to the following Commissions:

- Beautification Commission;
- Community Tree Commission;
- Historical Commission;
- Local Officers Compensation Commission;
- Senior Commission;
- Construction Board of Appeals.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Bryant, that the City Council voice no objections to the Mayoral appointments to the following:

- Planning Commission;
- Pension Board.

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 **appointments – Citizens Recreation Commission**, that the City Council re-appoint the following individuals with terms expiring 12/31/16:

- Bill Babcock
- Thomas Jerger
- Amanda York

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 **appointments – Building Authority**, that the City Council appoint the following individuals to fill two vacancies, terms expiring 12/31/16:

- Robert E. Novitke;
- Ross Richardson.

Motion carried by the following vote:

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

The Mayor made the following appointments:

Council Members to Commissions:

Commission	Council Representative
Beautification	Granger
Recreation	McConaghy
Tree	Koester
Historical	Bryant
Local Officers Compensation	Bryant
Planning	Ketels
Senior Citizens	Shetler

Motion by Granger, seconded by Shetler, that the City Council voice no objection to the Mayoral Council appointments to Commissions indicated above.

Motion carried by the following vote:

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

No: None

Absent: None

Hearing no objections, the Ad Hoc Labor Negotiations Committee was dissolved.

The Mayor made the following appointments:

Council Members to Committees:

Committee	Chair	Members
Compensation & Evaluation	Bryant	McConaghy/Novitke
Construction	Granger	Shetler/Novitke
Finance	McConaghy	Koester/Novitke
Fireworks	Novitke	Shetler/Granger/Fincham
Mack Ave. Business Study	Ketels	Shetler/Novitke
Public Relations	Granger	Ketels/Novitke
Ad Hoc Public Safety Committee	-	Fincham/Granger/Novitke

Council Member to an Organization:

Grosse Pointe Chamber of Commerce	Bryant/Novitke
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Motion by Ketels, seconded by Bryant, that the City Council voice no objection to the above Mayoral Council appointments to Committees and Organizations as indicated above.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by Shetler, seconded by McConaghy, **regarding appointment – Pension Board**, that the City Council appoint Vicki Granger as the Council Representative on the Pension Board.

Motion carried by the following vote:

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

Motion by Ketels, seconded by Bryant, regarding **appointment – Grosse Pointes-Clinton Refuse Disposal Authority**, that the Council appoint Alfred Fincham as the City's representative.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Bryant, regarding **appointments - Wayne County Community Development Advisory Council**, that the Council make the following appointments:

Representative: Michael Koester
Alternate: Arthur Bryant
Planning Committee: Alfred Fincham

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 **appointments – Southeastern MI Council of Governments (SEMCOG)**, that the City Council make the following appointments:

Representative: Arthur Bryant
Alternate: Alfred Fincham

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 following minutes be approved as submitted:

1. City Council Minutes dated December 2, 2013.

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 following minutes be approved as submitted:

1. Committee-of-the-Whole minutes dated November 24, 2013.

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 **Lake Front Park – pool heaters**, that the City Council concur with the Committee-of-the-Whole at their meeting on December 9, 2013, and authorize administration to go out for bids to replace the four pool heaters.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Granger, regarding **Employee Handbook**, that the City Council concur with the Committee-of-the-Whole at their meeting on December 9, 2013, regarding the Employee Handbook revised 08/06/12, Section 4.05 Overtime, and insert "if approved" after "in a day"; and, in Section 2.02 Employee Types, to delete "one thousand two hundred (1,200), and insert "one thousand three hundred fifty (1,350)."

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 **Employee Agreement**, that the City Council concur with the Committee-of-the-Whole at their meeting on December 9, 2013, regarding Employment Agreement, and amend the City Clerk's employment Agreement to include authorizing tuition reimbursement in an amount not to exceed \$1,500 for higher education attained by attending an accredited educational institution, subject to prior approval of the Council of the course of study; and, to reimburse Ms. Hathaway for educational costs already incurred in the amount of \$383.00.

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 December 9, 2013.

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 **2012 SRF Program – Sectional CIPP Lining Sanitary Sewer Repair Contract Cancellation/Award**, that the City Council approve closing the contract with Lanzo Lining Services Inc. at the current project amount of \$175,060.10, and to award the remainder of this project to LiquiForce Services Inc. in an amount not to exceed \$514,039.90, funds to be taken from Account No. 592-537-975.005.

Motion carried by the following vote:

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

Motion by Koester, seconded by Granger, regarding **Detroit Water and Sewerage Department Water Contract**, that the City Council adopt Amendment No. 2 to the Water Service Contract, and to 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 Granger, seconded by Shetler, regarding **2014 Commission Appreciation Reception**, that the City Council authorize an amount not to exceed \$10,000.00 to hold the 2014 Commission Appreciation Reception, an approved item in the FY 2013/14 Budget, Account No. 101-101-881.000, and to authorize the City Administrator to sign any necessary contracts.

Motion carried by the following vote:

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

Regarding **resignation – Planning Commission**, the Mayor accepted Carol Evola's resignation effective at the end of her term, December 31, 2013, with regret and direct that appropriate thanks and recognition be sent to Ms. Evola.

Motion by McConaghy, seconded by Bryant, regarding **FY 2013/14 Budget Amendment**, that the City Council authorize a transfer in the amount of \$9,000.00 from the General Fund fund balance into the City Clerk's Election Account No. 101-215-731.000.

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 – November 2013**, that the City Council to refer this report to the Finance Committee.

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 **Wayne County Annual Permit Community Resolutions**, that the City Council adopt the annual Maintenance,

Pavement Restoration, and Special Events Resolutions, authorize the Director of Public Works to sign the permits, and authorize the City Clerk to forward documentation to Wayne County.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by McConaghy, seconded by Granger, regarding **Labor Attorney**, that the City Council approve the following statement dated December 1, 2013:

1. Labor Attorney Keller Thoma - \$408.90.

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 Council recess the regularly scheduled Council meeting at 8:13 p.m. and convene in Closed Executive Session for the purpose of discussing pending litigation at which time the City Council may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following roll call vote:

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

The meeting reconvened in regular session at 8:51 p.m.

Motion by Bryant, seconded by Shetler, to adjourn tonight's meeting at 8:52 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Approved by Camosian 12/19/13
8B

PLANNING COMMISSION
11/26/13 – 36

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS
HELD ON TUESDAY, NOVEMBER 26, 2013, IN THE COUNCIL-COURT ROOM OF THE
MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:35 p.m. by Chair Evola.

Roll Call: Chair Evola
Fuller, Vaughn, Hamborsky, Gilezan, Vitale, Stapleton (7:50)

Absent: Profeta, Rozycki

Also Present: Building Official Tutag
Recording Secretary St. Peter

Attendance: None

Motion by Gilezan, seconded by Vaughn, that Commissioners Profeta, Rozycki and Stapleton be excused from tonight's meeting.

MOTION CARRIED by the following vote:

YES: Evola, Fuller, Vaughn, Hamborsky, Gilezan, Vitale

NO: None

ABSENT: Profeta, Rozycki, Stapleton

Motion by Fuller, seconded by Vitale, regarding **Approval of Minutes**, that the Planning Commission Meeting minutes dated October 22, 2013 be approved.

MOTION CARRIED by the following vote:

YES: Evola, Fuller, Vaughn, Hamborsky, Gilezan, Vitale

NO: None

ABSENT: Profeta, Rozycki, Stapleton

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

- The December planning commission meeting will have a light agenda. There is a request for a variance from CVS. They would like to put an additional sign on the north elevation of the building, over the entrance.

PLANNING COMMISSION

11/26/13 – 37

- Mr. Tutag met with the architect in property management from Comerica Bank on the north end of town. They are hoping to get plans ready for the December meeting for a façade change on the building. Preliminary sketches show it as fitting in nicely on Mack Avenue and it is not adding any footprint onto the building.
- In regards to the 2020 Plan, Mr. Tutag visited downtown Rochester and noted they had wrought iron fencing around trees, hitching post elements disguised as bike racks and wrought iron fencing around their waste receptacles. Mr. Tutag suggested replacing the city's outdated waste receptacles. This would come at a cost upwards of 40,000 although he is unsure where the funding would come from. There may be an option of auctioning or selling the old waste receptacles to another community. Rochester also has free parking in the business/shopping district.

Motion by Gilezan, seconded by Vitale, 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: Evola, Fuller, Vaughn, Hamborsky, Gilezan, Vitale

NO: None

ABSENT: Profeta, Rozycki, Stapleton

- Mr. Tutag had a meeting with a developer regarding the Bank of America. They are considering a mixed use type of development and possibly a rezoning.
- Mr. Tutag had a recent conversation with a gentleman who purchased the doctor's office next to the Starbucks who is looking to put in a Chicago style delicatessen.
- The monthly vacancy report will be completed in the next couple of days.

Chair Evola inquired about the city's free parking for the holidays. Mr. Tutag stated that will start after Thanksgiving.

Commission Member Stapleton gave the **November 2013 Council Report:**

- The City Council held a public hearing for Stealth Wireless Communications facility at the Milk River Pump Station. Arguments were heard regarding health concerns, decreasing property values and residents not wanting to look at it. It passed with only one no vote. Money from the facility does not directly come into the city. Mr. Tutag stated the city may get another tower because the one that was going to be at the DPW yard, the height was such that they could have had two other co-locators on there along with the originally proposed AT&T tower. Commissioner

PLANNING COMMISSION
11/26/13 – 38

Vaughn inquired if there could be communication with Crosspointe Church to encourage co-location at their facility if another provider is interested.

Commission Member Vaughn will attend the Council Meetings in December.

Under **New Business**, the following **Subcommittee Reports** were provided:

2020 Plan – Nothing to report.

Special Sign – Nothing to report.

Mr. Tutag suggested the Planning Commission consider an ordinance change to allow striped awnings and canopies. Businesses have been requesting striped awnings and stripes were part of early American design. Mr. Tutag suggested a book of approved colors for striped awnings. Commissioner Hamborsky suggested approving colors in the same color scheme as building facades. It was the consensus of the planning commission to allow striped awnings and canopies, limited to two colors and in color schemes matching the approved colors for building facades. This will be put on the agenda of the Planning Commission Workshop meeting in January.

Motion by Vaughn, seconded by Vitale, to adjourn the Planning Commission meeting at 8:30 p.m. Passed unanimously.

Approved by Commission 12/10/13
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NOV 19 2013
CITY OF GROSSE POINTE WOODS

Grosse Pointe Woods Historical Commission Minutes
November 14, 2013

I. Call to Order

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:33 p.m. by Chairperson Colleen D'Agostino.

II. Roll Call

Present: Colleen D'Agostino, Mary Kaye Ferry, Suzanne Kent, Lynne Millies, Sean Murphy, John Parthum, Giles Wilborn

Excused: Shirley Hartert, Gordon Michaelson

Absent: Del Harkenrider

Also Present: Margaret Potter, Phillip Whitman, Council Representative Art Bryant

III. Approval of Agenda

Motion: Ferry moved to approve the agenda for November 14, 2013. Millies seconded. Ayes: all. Motion carried.

IV. Approval of Minutes

Motion: Parthum moved to approve the minutes of September 12, 2013. Murphy seconded. Ayes: all. Motion carried.

There were no October 2013 minutes, as a quorum was not present.

V. Items

A. ***Treasurer's Report:*** Parthum reported a balance of \$1292.01 in the Historical Commission's account and a balance of \$4571.70 in the Cook Schoolhouse account.

B. ***Cook Schoolhouse Project***

1. ***Open House:*** Parthum reported 10 visitors in September 2013; 5 visitors and \$4.00 in donations in October 2013. There was a total of 82 visitors in 2013 and \$14.00 in donations during the months of March, April, June, July, September, and October. All but three Historical Commission members have hosted at least one open house. Parthum also displayed an acrylic pamphlet holder that he had purchased. It can be mounted on a wall or placed on a table and filled with literature describing the building's history.

2. ***Dates for 2014 Open House:*** June 14, July 19; September and October dates to be determined.

3. ***Report on Repairs:*** Parthum noted that there is now tile on the basement steps. The backs of the steps have yet to be painted. The gas meter was also recently checked. Bryant reported that the attic door is now locked and a trash receptacle will soon be placed outside the building.

4. Maintenance: Parthum reported that maintenance is provided by the Community Center before a function takes place in the building, but not immediately after that function. This can be problematic, as the schoolhouse will not always be clean when one of the Historical Commission's open houses is held after a Community Center function.

VI. New Business

- A. ***Recognition of Mack Avenue Businesses:*** Bryant reported that plans are being made to recognize the 50th anniversary of the Edward Nepi Salon at 19463 Mack Avenue.
- B. ***New Member Vote:*** Mr. Whitman was asked to leave the meeting so the Commission could vote on his candidacy.

Motion: Ferry moved to recommend to the Mayor that Phillip M. Whitman fill the Historical Commission's current vacancy. Milles seconded. Ayes: all. Motion carried.

Motion: Parthum moved for immediate certification of the above motion. Murphy seconded. Ayes: all. Motion carried.

VII. Comments: Ms. Potter suggested that the Commission look into the history of several long standing Mack Avenue businesses. She also presented the Commission with a souvenir booklet highlighting the 75th anniversary of the Grosse Pointe Woods Presbyterian Church at 19950 Mack Avenue: "Celebrate the Journey 1938-2013."

VIII. Adjournment: 8:37 p.m.

Respectfully submitted,

Suzanne Kent, Secretary

The next meeting of the Grosse Pointe Woods Historical Commission will take place on December 12, 2013 in the Conference Room at City Hall.

Approved as corrected 12/4/13

REC'D

NOV 27 2013

CITY OF GROSSE POINTE WOODS

GROSSE POINTE WOODS TREE COMMISSION
Meeting Minutes of November 06, 2013

Chairman, Stephen Chan, called the meeting to order at 7:34 p.m.

Present: Rogers, Chan, Backer, DiCicco, Malley, Groschner and Koester (Council Representative).

Absent: One Vacancy, ^{Pegg}Greening, Greening (other function) and Gaffney.

Approval of the Agenda for the meeting of November 06, 2013: Motion by Malley and seconded by Backer to approve the agenda as presented. All members present approved the agenda.

Meeting Minutes of October 02, 2013:

Motion by /Groschner and seconded by DiCicco to approve the minutes as presented. All members present approved the motion.

Treasurer's Report: 10/29/2013

Cash Reserve as of 07/02/2013 \$12,139.51
Expenses thru 10/29/2013 0.00
Balance \$12,139.51

Balance carries forward.

Council Approved budget:

Budget as of 07/01/2013 \$1,600.00
Expenses thru 10/29/2013
No Expenses 0.00
Remaining thru 06/30/2014 \$1,600.00

Balance does not carry forward.

All expenses require Council approval.

Old Business: Copy of Council minutes of October 07, 2013 approving Koester's request for Arbor Day expenditures for 2014 in the amount of \$774.35 is attached. Regarding a candidate to fill the Tire Commission vacancy, Chan advised that he had two possible candidates. It was the general feeling that it would be desirable to have a representative from the Department of Public Services on the ^{Tree}Tire Commission. Chan will check with the Department of Public Services for a possible candidate. Further discussion was tabled.

Old Business continued:

Regarding the Tree Commission making a financial contribution to the Arbor Day Foundation for their "Tree City USA " program, Malley made a motion and seconded by Groschner that we defer any action until April or May of next year to see if we have budget money available.

New Business:

Regarding the availability of an up-dated DVD version of the Arbor Day program presentation, DiCicco advised that he searched the internet for any new material and did not find anything suitable for our purposes.

Copy of the Tree Commission Directory was distributed.

Meeting-January 01, 2014: Motion by Malley and seconded by DiCicco that we not meet in January, 2014. All members present approved the motion.

Adjournment: Motion by DiCicco and seconded by Blacker that the meeting be adjourned at 7:55 p.m. All members present approved the motion.

Submitted by

Wilson G. Rogers
Wilson G. Rogers
Secretary (313) 886-7660

Corrected
by
12/04/13
llh

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

9A

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220
Permit Fees: Annual \$75; Month \$20; Day \$10

RECEIVED
DEC 13 2013
CITY OF GROSSE POINTE WOODS

Applicant: Vincent G Agosta Birth Date: _____
Home address: 19389 Elkhart Telephone: 313-918-8293
Harpewoods MI 48225 Driver's License No. _____
Business Name: Vincent G Agosta Telephone: 313-918-8293
Business Address: _____
Description of Business: refuse Vendor

Assistants: _____
Name Address Date of Birth

Name Address Date of Birth

Name Address Date of Birth

If vehicle used, describe: 2007 Dodge Caliber CFZ0632
Year Make Type License #

Other cities served: _____

Years previously licensed in Grosse Pointe Woods: None _____ 20 _____ 20 _____ 20 _____ 20 _____

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).
REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).
SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.
NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

Signed: [Signature] Date: 12-13-13

State of Michigan)
County of Wayne) ss.

Subscribed & sworn to before me this
____ day of December, 2013
[Signature]
Signature of Notary Public
My Commission expires: 08-24-18

	Approve	Deny
Public Safety:	<u>[Signature]</u>	_____
City Clerk:	<u>[Signature]</u>	_____
Council Action:	_____	_____
Plate No.:	_____	_____
Date Issued:	_____	_____
By:	_____	_____

White - City Clerk Yellow - Applicant Pink - Cashier

RECEIVED
DEC 27 2013
CITY OF GROSSE POINTE WOODS
EDDLER, ET AL

McCallum's address
on LEIN is:
1332 S. Riverside
St. Clair, MI 48079

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

RECEIVED
DEC 26 2013
CITY OF GROSSE POINTE WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220
Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: Patrick McCallum Birth Date: _____

Home address: 1746 Shore Club Dr Telephone: (810) 300-9403

St. Clair Shores, MI 48080 Driver's License No. _____

Business Name: Edward Jones Investment Telephone: (586) 773-0181

Business Address: 22213 Greater Mack Ave St. Clair Shores

Description of Business: Financial Services (Retirement, College Savings etc)

Assistants: Christine Davis 53875 Paul Wood 48042 6-24-57

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

If vehicle used, describe: 2003 Chevy Impala 68 FQS

Year	Make	Type	License #
------	------	------	-----------

Other cities served: St. Clair Shores

Years previously licensed in Grosse Pointe Woods: None _____ 2013 20____ 20____ 20____

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.

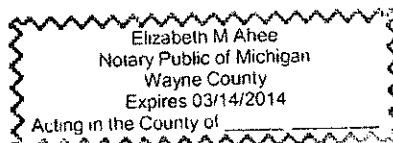
NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

Signed: Patrick McCallum Date: 12/26/13

State of Michigan)
County of Wayne) ss.

Subscribed & sworn to before me this
26th day of December 2013

Elizabeth M Ahee
Signature of Notary Public
My Commission expires: 3-14-2014



	Approve	Deny
Public Safety:	<u>ap</u>	_____
City Clerk:	<u>lph</u>	_____
Council Action:	_____	_____
Plate No.:	_____	_____
Date Issued:	_____	_____
By:	_____	_____

9B

MEMO 13 - 43

TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Director of Public Services
DATE: December 10, 2013
SUBJECT: Emergency Sewer Line Repairs

RECEIVED
DEC 16 2013
CITY OF GROSSE POINTE WOODS

Earlier this year, emergency sewer line repairs were required in two city locations, 1729 Broadstone and 1251 S. Oxford. The DPW staff was not able to perform the work in-house because the department equipment was not capable of handling the depth of either dig. Fontana Construction, Inc. was working on the SRF project in the city at the time and agreed to complete these repairs.

I recommend council approve payment of the two attached invoices totaling \$5,670.00 to Fontana Construction, Inc., 12357 Forest Glen Lane, Shelby Township, MI 48315 for the emergency sewer line repairs completed at 1729 Broadstone and 1251 S. Oxford. These repairs were not included in the 2013/14 budget. Funds are available in the amount of \$3,950.00 from account 592-536-818.000 for invoice 1822 and \$1,720.00 from account 592-537-818.000 for invoice 1820.

If you have any questions concerning this matter please contact me.

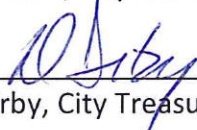
Attachments

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:


Alfred Fincham, City Administrator

12-16-13
Date


Dee Ann Irby, City Treasurer/Comptroller

12-16-13
Date

Council Approval Required

FONTANA CONSTRUCTION, INC.

12357 FOREST GLEN LANE
SHELBY TWP., 48315

Invoice

Date	Invoice #
7/18/2013	1822

Bill To
City of Grosse Pointe Attn: Joe Ahee

Project	Terms
1251 S. Oxford	2% 10 Net 30

Quantity	Description	Rate	Amount
1	Emergency sewer repair at 1251 South Oxford: After excavating the 36" sewer repair on 5/17/13 a void was noticed going into the box culvert for the Milk River. Excavated down to 22' deep, found where the original tap was made into the box culvert, a hole was found. Encased the hole with 6 yards of concrete, clean up and backfilled. One tree was removed during this repair. Labor and Material	3,950.00	3,950.00
		Total	\$3,950.00

Phone #	Fax #
(586) 677-9799	(586) 992-1347

FONTANA CONSTRUCTION, INC.

12357 FOREST GLEN LANE
SHELBY TWP., 48315

Invoice

Date	Invoice #
7/18/2013	1820

Bill To
City of Grosse Pointe Attn: Joe Ahee

Project	Terms
1729 Broadstone	2% 10 Net 30

Quantity	Description	Rate	Amount
1	Emergency repair at 1729 Broadstone: Sewer main repair in rear of yard. Edison supported telephone pole, excavated down to main, found 6" sanitary sewer lead. Sheared off of 18" sewer main, re-cored 6" lateral and repaired, back fill, clean up of site. Labor & Material	1,720.00	1,720.00
Total			\$1,720.00

Phone #	Fax #
(586) 677-9799	(586) 992-1347

MEMO 13 - 44

10A
RECEIVED
DEC 16 2013
CITY OF GROSSE POINTE, MICHIGAN

TO: Alfred Fincham, City Administrator

FROM: Joseph J Ahee, Director of Public Services *J Ahee*

DATE: December 12, 2013

SUBJECT: Recommendation – Portable Sewer Line Video Inspection System

We received a quote in the amount of \$8,950.00 from M Tech Company to provide the Department of Public Works with a CUES MP2020 portable video inspection system to use for televising sewer lines. Included is the base unit, DVR-SD video recorder kit with hardware, 200' mini push cable assembly, Proscout 3 w/Sonde and auto upright camera, Proscout 3 centering ball, shipping, handling and freight. M Tech Company is the sole CUES factory authorized dealership for the State of Michigan for CUES spare parts, service, repairs, trouble shooting, and major unit equipment purchases. No further benefit would accrue to the city by going out for additional bids.

We have previously purchased water/sewer equipment from M Tech Company and their service and follow-up has been satisfactory. Therefore, I recommend that we purchase the complete CUES portable sewer line video inspection system from M Tech Company, 7401 First Place, Cleveland, Ohio 44146 in an amount not to exceed \$8,950.00. This is a budgeted item in the 2013/2014 budget in account 592-537-970.000.

If you have any questions concerning this matter please contact me.

cc: Dee Ann Irby
Bid file

Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.

Alfred Fincham

Alfred Fincham, City Administrator

12-16-13

Date

Dee Ann Irby

Dee Ann Irby, City Treasurer/Comptroller

12-16-13

Date

Council Approval Required

"The Standard of the Industry"



3600 Rio Vista Avenue
Orlando, Florida 32805
(407) 849-0190
(407) 425-1569 (Fax)
(800) 327-7791

November 22, 2013

Jim Kowalski
City of Grosse Pointe Woods
1200 Parkway Dr.
Grosse Pointe Woods, MI 48236

RE: M Tech Company, Sole Source for CUES Products

Dear Mr. Kowalski:

This letter is for the purpose of confirming that M Tech Company, is the sole CUES factory authorized dealership for the State of Michigan for CUES spare parts, service, repairs trouble shooting, and major unit equipment purchases. Contact information is as follows:

M Tech Company
7401 First Place
Cleveland, OH 44146
Phone: 440-646-0996
Fax: 440-646-9953

Contact for Sales: Justin Cira
Cell: 216-702-4676
Email: jcira@mtechcompany.com

M Tech Company, is the sole authorized facility in the State of Michigan to supply loaner equipment to operate on CUES systems. They stock spare parts and their applicable personnel have received training on parts and repairs related to CUES equipment.

I can be reached at 800-327-7791, for further information.

Sincerely,

Frank Iannotti
Regional Sales Manager

Corporate Office:

3600 Rio Vista Avenue, Orlando, FL 32805 • Telephone (407) 849-0190 / (800) 327-7791 • Fax (407) 425-1569



7401 First Place
Cleveland, Ohio 44146
800.362.0240 - 440.646.0996
440.646.9953 Fax
sales@mttechcompany.com

Quote

Date	Quote #
11/22/2013	101563

Name / Address
Grosse Pointe Woods DPW, City of 1200 Parkway Dr. Grosse Pointe Woods, MI 48236-2397

Customer Contact	
Jim Kowalski (Water/Sewer Foreman)	
Customer Phone	Customer E-mail
313-343-2460 office	jkowalski@gpwmi.us
Customer Fax	Delivery
313-343-2622	No Charge

Cust. Account #		Sales Rep.	Terms	Quotation Valid	FOB	
M343246		JC	Net 20	Quotation Valid for 30 days	MTech Warchs	
Qty	Item	Description	UOM	Unit Price	Total	
1	228-MP2020 M Tech	MP2020 System to include: Base Unit, DVR-SD Video Recorder Kit (kt) w/hardware, 200' Mini Push Cable Assembly, Proscout 3 w/Sonde & Auto upright camera, Proscout 3 Centering Ball, Shipping and Handling	ea	8,950.00	8,950.00	
1	999-Freight Ins Grd	Freight Insured Ground- No charge, Justin will deliver for training purposes		0.00	0.00	
Note			Subtotal \$8,950.00			
Thank you for your business!			Sales Tax (0.0%) \$0.00			
			Total \$8,950.00			

Signature _____

TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Director of Public Services
DATE: December 11, 2013
SUBJECT: Annual Fuel Purchase Contract

10B
RECEIVED
DEC 16 2013
CITY OF GROSSE POINTE WOODS

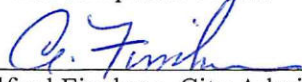
At the beginning of November we spoke with the City of Sterling Heights, the host municipality for the Michigan Intergovernmental Trade Network (MITN) cooperative fuel bid (formerly tri-county cooperative), regarding our purchase of fuel through the cooperative fuel contract for the upcoming two-year contract period of February 1, 2014 through January 31, 2016. We have purchased fuel through the cooperative fuel contract since February 1, 2000. The MITN cooperative bid prices are lower for both gasoline and diesel fuel when compared to the State of Michigan MiDeal contract. Atlas Oil Company was the lowest qualified bidder for tank wagon deliveries (5,000 gallons or less) for the current contract period ending January 31, 2014 and their performance has been satisfactory. Atlas' bid factor for all fuel types was +.1100 per gallon while the MiDeal bid factors for mid-grade gasoline and diesel fuel were +.1702 and +.1119, respectively for Wayne County. Pricing is calculated based on the OPIS (Oil Price Information Service) Rack Average for Detroit, Michigan. Pursuant to a consensus of the fuel cooperative members and the agreement of the vendors to extend their terms and conditions for an additional 2-year period, the City Council for the City of Sterling Heights approved exercising the option to extend the fuel purchasing contract for the two-year period February 1, 2014 through January 31, 2016.

The MITN cooperative bid is made up of 18 member communities in Macomb, Oakland and Wayne Counties including the City of Grosse Pointe Woods. Prices charged to municipalities fluctuate with market conditions but are substantially lower than consumer pump prices. This is the most economical way for the city to purchase fuel and there would be no advantage to going out for additional bids. Therefore, I recommend that we purchase fuel from Atlas Oil Company, 24501 Ecorse Road, Taylor, MI 48180 based upon the MITN cooperative fuel bid for tank wagon deliveries of gasoline and diesel fuel for the contract period of February 1, 2014 through January 31, 2016 in an amount not to exceed \$175,000.00 annually. This is a budgeted item with funds included in each fiscal year budget in vehicle maintenance account 640-851-939.500 for gasoline and diesel fuel purchases.

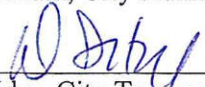
If you have any questions concerning this matter please contact me.

c.c. Dee Ann Irby
Fuel File
O/F

Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.


Alfred Fincham, City Administrator

12-16-13
Date


Dee Ann Irby, City Treasurer/Comptroller

12-16-13
Date

Council Approval Required

11A

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

(588) 777-0400
FAX (588) 777-0430
E-MAIL donberschback@yahoo.com

OF COUNSEL
CHARLES T. BERSCHBACK

December 27, 2013

Skip Fincham, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: December 2013 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
11.26.13	Work on ordinance matter (.50); review of GPCRDA amendments and follow up (1.00)	1.50
11.27.13	Review of weekend packet and preparation for CC meeting (1.50)	1.50
12.2.13	Additional preparation and attendance at CC meeting (1.00)	1.00
12.13.13	Misc. work on COW and CC matters (1.25); Emails, TCs, and follow up on City business (.75);	2.00
12.16.13	Review of weekend packet, work on CC materials, preparation for CC meeting (1.50); TCs re. development matters (.25); attendance at CC meeting (1.25); review of court cases, TCs, adjournments and additional follow up (.50)	3.50
12.17.13	TCs, FOIA review, review of letter correspondence on GPCRDA (1.00)	1.00
12.18.13	Preparation for and attendance at municipal court and follow up (2.00)	2.00
12.27.13	Emails, letters and TCs on City matters (1.00)	1.00

DRB = 13.50 hours x \$155.00

BALANCE DUE: \$ 2,092.50

<u>Breakdown</u>	General	11.00 hours
	Municipal Court	2.50 hours
	Bldg/Planning Comm.	
	MTT	

TC - Telephone

CTB - Charles T. Berschback

DRB - Don R. Berschback

DAI - DeeAnn Irby

GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority

LKH - Lisa K. Hathaway

CC - City Council

PC - Planning Commission

C&E - Comp and Eval

GT - Gene Tutag

CEW-Conference of Eastern Wayne

SF - Skip Fincham

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

December 30, 2013

DON R. BERSCHBACK
OF COUNSEL

Alfred "Skip" Fincham
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: December Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
11.25.13	TC Asst. AG on annexation and follow up (.50)	0.50
11.26.13	Calls on domestic violence bench trial (.50); TC victim on new case (.50); review of two FOIA cases, TC Det. Bur., letter to defense counsel (.25); review of Comcast file re. PEG Fees (.25)	1.50
11.27.13	TC domestic violence victim and attorney re. trial date (.25); review of sectional lining contract for Scott Lockwood, review of Pam St. Peter contract, email to LH (.50)	0.75
12.3.13	Revisions to Transcriptionist Agreement (.50); TT meeting with St. John's regarding exemption evidence(1.50) review of Court docket and warrants (.25)	2.25
12.4.13	Municipal Court a.m. docket and follow up; calls with victims (3.00); TC Mayor on agenda items and file review (.25)	3.25
12.5.13	TC LH on FOIA issues, Pam St. Peter Agreement, agenda items, letters and TCs with attorneys (.50)	0.50
12.6.13	TC GT, emails with LH on FOIAs, TC on business license ticket, review of Rizzo issue, review of Employee Handbook and Contract issue; TC re. Rivers (2.25)	2.25
12.9.13	Municipal Court calls and work and review of docket (1.00); TCs on COW agenda items (.50); attendance at COW (2.25)	3.75
12.10.13	Work on TT St. John case (1.00); finalized litigation summary (.25); attendance at PC meeting (.50)	1.75
12.11.13	Municipal Court a.m. docket (2.00); a.m. meetings with SV and LH (.25); p.m. meetings with domestic violence victim; Rivers meeting, modified Employment Agreement (2.25)	4.50
12.12.13	Memo to GT and SF on Rivers meeting (.25); work on Hampton Road file (.25)	0.50
12.13.13	TCs re: return of firearms, review of park pass policy and ordinances (.25)	0.25
12.17.13	TCs on Rivers and St. John's (.50)	0.50

12.18.13	Calls on Rivers (.25)	0.25
12.19.13	Meeting with SF, GT (.25)	0.25
12.20.13	TCs Municipal Court case, TT case, FOIA issue (.50)	0.50
12.23.13	TC GT, TC on Municipal Court matters (.25)	0.25
12.27.13	Miscellaneous calls and emails (.50)	0.50

CTB = 24.00 hours at \$140.00 per hour

TOTAL DUE:

\$ 3,360.00

TC - Telephone	GT - Gene Tutag
SF - Skip Fincham	LH - Lisa Hathaway
ST - Susan Tobin	Det. Bur. - Detective Bureau
DAI - DeeAnn Irby	PC - Planning Commission
DAP Director Andrew Pazuchowski	TT - Tax Tribunal
M/C - Mayor and Council	SV - Scott Vandemergel

Breakdown

General	13.50 hours
Municipal Court	7.50 hours
Building/Planning Commission	.50 hours
Tax Tribunal	2.50 hours