

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 12, 2011, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke  
Council Members Bryant, Granger, Howle, Ketels, McConaghy, Sucher

ABSENT: None

ALSO PRESENT: City Administrator Fincham  
City Attorney Chip Berschback  
City Clerk Hathaway  
Director of Public Services Ahee  
Recreation Supervisor Sharpe

Also in attendance at tonight's meeting:  
Joe Cazenov and Ron Gerken, DTE Representatives

Mayor Novitke called the meeting to order at 7:30 p.m.

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

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Ketels, McConaghy, Novitke, Sucher  
No: None  
Absent: None

The first item discussed was the **DTE Update and supporting data**. The Mayor provided an overview. DTE Representatives provided a verbal report regarding outages and equipment that has been installed, but had no supporting data available. Mr. Gerken stated that all of the equipment had not been installed due to the number of storms this summer. Work is projected to be completed by January 20, 2012. The Mayor requested, and DTE Representatives agreed to provide, a written report within the next week identifying complete and incomplete work; and, a second letter is to be provided within one week of completion outlining following-up on the completed project. Per Mr. Cazenov, this project is paid for by capital dollars.

The next item discussed was regarding the **NLC Service Line Warranty Program**. The Mayor provided an overview. The program provides water and sewer line insurance for lines running from the homeowners line to the City line, and allocates 10% back to the City. The Chair asked the Committee to consider dedicating that 10% back to some fund, suggesting the storm water fund or something similar. This is a one year contract and automatically renewable unless it states otherwise. The City Attorney suggested including an option to terminate within 60-90 days into the contract. The Mayor suggested publication of a public relations piece.

The City Administrator stated that it is permissible for the City to waive the 10% and pass the savings onto the customer. Other municipalities that have implemented this program include Saline and Huntington Woods, and Royal Oak will join in January.

A disclaimer was discussed. The City Attorney was directed to provide a draft letter including a disclaimer.

The City Administrator and City Attorney were directed to determine whether the contract could include a provision that would pass the City's entitlement of 10% savings onto the customer and waive the City's 10%, and that the City Administrator follow-up on the services provided to Saline and Huntington Woods. This item is to remain on the Committee-of-the-Whole and return on January 30.

The Committee then discussed **Lake Front Park matters** including bathroom renovations, class fees, pickle ball, email blast/mail chimp, and the dog park. First, the City Administrator and Director of Public Services provided an update on the Bathroom renovations, which are currently under way. The Director anticipates project completion within four to six weeks.

Discussion then ensued regarding **class fees**.

Motion by Bryant, seconded by McConaghy, regarding **parks and recreation fee schedule**, that the Committee-of-the-Whole recommend that City Council set class fees as indicated in the Recreation Supervisor's memo dated November 4, 2011, effective for the 2012 summer season.

Motion carried by the following vote:

Yes:	Bryant, Granger, Howle, Ketels, McConaghy, Novitke, Sucher
No:	None
Absent:	None

The next item discussed was regarding **Pickle Ball**. The Mayor stated the cost to renovate the tennis courts in Ghesquiere Park would be of no cost to the City, but would be the responsibility of individuals promoting a fundraising program. The Mayor suggested renovations that would incorporate a multifunction court use including both tennis and pickle ball, and the City Administrator stated it could be done. Discussion ensued regarding the City's resident's-only parks. The City Administrator will inquire whether multiuse will be acceptable. The Director of Public Services reported a cost of \$68,000 for two courts, and \$171,000 for four courts including engineering to replace the courts. He will also obtain repair costs. There was a consensus of the Committee that the courts be maintained for multi use (tennis and pickle ball), that the ability to fund be identified, and that the Director of Public Works provide costs for repairing the courts verses replacement. This item is to remain on the Committee-of-the-Whole.

The Chair declared a recess at 9:09 p.m., and reconvened at 9:20 p.m.

The next item discussed was **email blast/mail chimp** to be used for the purpose of advertising activities and lessons. The Park Supervisor stated mail chimp offers a free subscription for up to 2,000 subscribers and that it is currently used to disseminate information to the swim team. The established fee is subscriber based with no contractual obligations to the City. Discussion ensued regarding other providers and competitive pricing. There was a consensus of the Committee that email blast services are to be coordinated through one staff person, the Communications Coordinator, for all City departments. Administration was asked to obtain service provider cost comparables and cost for staff time. The additional information provided by administration and a plan of implementation is to be reviewed by the Public Relations Committee prior to returning to Committee-of-the-Whole.

Next, **dog park**. The City Administrator received an inquiry regarding the temporary fence surrounding the dog park and requested permanent replacement. The Director of Public Services stated grass and fence maintenance is difficult and cost prohibitive. The cost for a permanent fence to be installed is \$6,700. There was a consensus of the Committee to keep the dog park in its current location. Administration was directed to provide additional information including costs, review/propose a license fee, plans and cost to install a permanent fence, address drainage issues/costs, and cost to install water service. This item is to remain on the Committee-of-the-Whole.

Motion by Bryant, seconded by Ketels, that the following items be removed from the Committee-of-the-Whole:

1. Bathroom updates;
2. Class fees.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Ketels, McConaghy, Novitke, Sucher  
No: None  
Absent: None

Under New Business, the following items were discussed:

- The City Administrator received a 2012 project proposal from the Grosse Pointe Woods Foundation, which is requesting approval to purchase and install four English Weave Large Planters between existing benches at the clock in front of City Hall. There was a consensus to refer this item to the Beautification Commission for a recommendation.
- The City Administrator stated the Department of Environmental Quality (DEQ) reported the Grosse Pointe Woods' SRF project has now been qualified as a project within the fundable range. The City's Engineers will need to resubmit a new plan by February that addresses only critical and high/important mains. The Engineers estimate cost at \$3.5 million. This item is to be placed on the Committee-of-the-Whole on January 23, 2012.
- Council Member Bryant discussed a recent Letter to the Editor written by Pete Waldmeir regarding the 3% credit card use charge.

- Council Member Granger discussed pending repairs to the Cook School House, and suggested completing the repairs in order to rent out the facility. The approximate cost of the repairs are estimated at \$5,000. The City Attorney was directed to review handicap accessible requirements for the historic building. There was a consensus of the Committee to authorize repair work, to direct the City Attorney to advise regarding accessibility requirements for renting, and to have the repair work done over winter with the City Administrator authorizing up to \$5,000.
- A complaint was received from a resident regarding the condition of the activity center equipment. The Director of Public Services stated some equipment has been repaired/replaced and some is on order.

Motion by Bryant, seconded by Granger, that the meeting of the Committee-of-the-Whole be adjourned at 10:31 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk