

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 6, 2010, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ABSENT: None

ALSO PRESENT: City Administrator Fincham  
Treasurer/Comptroller Irby  
City Attorney Don Berschback  
City Clerk Hathaway

Mayor Novitke called the meeting to order at 7:01 p.m.

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

Motion carried by the following vote:

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

The City Administrator provided an overview regarding the **Public Safety Department** relating to personnel movement and promotions. The Committee concurred with his plan for promotions as outlined in his memo dated November 30, 2010.

Motion by Granger, seconded by Bryant, to remove the previous item from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

The Treasurer/Comptroller provided an overview regarding **the Finance Department**, and the proposed ADP Payroll Agreement. The Treasurer/Comptroller provided an overview regarding proposed changes in Finance's personnel job responsibilities. The Treasurer/Comptroller stated the savings to the City includes 12 hours per payroll, 6-7 days for quarterly reporting, W-2's, computer software maintenance (\$3,000 annually), paper stock including paychecks and envelopes, and stuff/fold time, for a total cost savings to exceed \$11,000. The Assistant Comptroller currently responsible for payroll will assist with water responsibilities. There were no objections from the Committee.

Motion by Bryant, seconded by Boddy, to remove the previous item from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

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

The Treasurer/Comptroller reported **Deputy Assessor** Harrington has resigned her position effective December 31, 2010, and is requesting to fill the full-time position and advertise for Level 3 Assessor. Currently the position pays \$90,000, including benefits. She also stated that Assessor Colombo's contract will be ending soon, who is a 1099 employee. He is willing to stay until April or June if necessary. The Committee voiced no objections to filling the position and publishing a classified ad. However, the Treasurer/Comptroller is to provide the Council with a recommendation prior to hiring. The salary is proposed to be set at \$45,000-53,000, plus benefits. This item is to remain on the Committee-of-the-Whole agenda.

The City Administrator reported Deputy Court Clerk/Probation Officer Golski submitted her resignation effective December 31, 2010, and is requesting to fill the full-time position, possibly as a 1099 employee. The Committee voiced no objections to filling the position. However, the City Administrator is to provide the Council with a recommendation prior to hiring. This item is to remain on the Committee-of-the-Whole agenda.

Motion by Granger, seconded by Bryant, that the meeting of the Committee-of-the-Whole be adjourned at 7:30 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk