

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, AUGUST 17, 2009, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Dickinson, Granger, Howle, Sucher, Waldmeir

ABSENT: None

ALSO PRESENT: City Administrator Wollenweber
City Attorney Don Berschback
Treasurer/Comptroller Irby
City Clerk Hathaway
Information Technology Manager Capps

Mayor Novitke called the meeting to order at 7:00 p.m.

The first item discussed was a **position vacancy** created by the resignation of Marcus Manick in the Information Technology Department. The City Administrator, City Treasurer/Comptroller, City Attorney, City Clerk, and Information Technology Manager recommended the position be filled. The Chair discussed policy suggesting the possibility of adopting one policy giving some authority to the City Administrator to more quickly address position vacancies including calling a meeting without being in violation of the Open Meetings Act, and one policy providing management direction and authorities relating to the City's website.

The Chair recessed the Committee-of-the-Whole at 7:27 p.m., and reconvened at 10:49 p.m.

With Council Member Dickinson now absent, the Committee-of-the-Whole continued discussion regarding the vacant Information Technology position. The Chair stated investment into technology should reduce personnel or paperwork and that a future consideration of Council is to consider making the Information Technology Manager an Appointed Official. The City Attorney and Administration was directed to address the Information Technology Manager becoming an Appointed Official position and to address the two policies. The Committee discussed alternatives for filling the vacancy with a concentration on reducing payroll and benefit costs. The Chair suggested utilizing two part-time people rather than one full-time person, which was the general consensus of the Committee.

There was a consensus of the Committee to authorize administration to move forward with filling the vacant position in the Information Technology Department by advertising simultaneously for two (2) part-time positions and one full-time position, with the intent of employing two (2) part-time qualified individuals to reduce costs.

The Chair declared a recess at 11:42 p.m., and reconvened at 11:49 p.m.

Under New Business, Council Member Waldmeir discussed cost of legal notices and suggested administration prepare a Request For Proposal to obtain bids. Following discussion, the City Attorney was directed to check into the definition and requirements for a newspaper of record. Administration was directed to provide joint publication information including savings, and find out whether the other Grosse Pointe's are looking at bidding. The Clerk was directed to research whether a newspaper had been previously designated by Council as the paper of record. Administration is to bring back information to the Committee-of-the-Whole.

Motion by Waldmeir, seconded by Granger, that the meeting of the Committee-of-the-Whole be adjourned at 12:13 a.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk