

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 15, 2008, 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 D. Berschback  
Recording Clerk Hathaway  
Director of Public Works Ahee

Mayor Novitke called the meeting to order at 8:50 p.m.

The first item discussed was regarding the **cross connection program**. The Chair discussed potential costs for backflow prevention, a requirement under the Michigan Safe Drinking Water Act (Act 399), Rule 1404 (R325.11404)(1). The City Administrator is recommending engaging a consultant to perform a three year cross connection control program. Following that, City staff can be trained to perform inspections, as does the City of Roseville. The City Administrator further stated that by using vacuum breakers, six are included free with cost of the inspection, and will solve many of the issues. This procedure has been a requirement for eight or more years. The City Administrator requested this item be placed on the Special Council Meeting agenda for December 29, 2008, to authorize a consultant to perform the three-year cross connection program and to establish a fee.

The Chair suggested the City Administrator evaluate the suggested fee amount to include all costs incurred to the City, taking into consideration the amount of time it will take (schools and businesses with numerous connections vs. small businesses.)

The Chair discussed whether a reallocation of funds is necessary. The City Administrator suggested it would not be necessary due to the billing structure that will be established. The City Administrator was directed to discuss and prepare a memo for Council whether funds need to be reallocated.

The City Administrator stated he would discuss with the contractor a differentiation of fees between schools vs. small business based on the amount of contractor time required.)

Motion by Granger, seconded by Bryant, regarding engagement of a three-year cross connection program, that the Committee-of-the-Whole recommend the City Council employ Hydro Designs Inc. as the City's consultant to provide a 3-year Cross-Connection Control Program, that the City Council establish an appropriate fee(s), and that the City Council approval be subject to the City Attorney's approval.

Motion carried by the following vote:

Yes: Bryant, Dickinson, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: None

Motion by Sucher, seconded by Bryant, that the previous motion be immediately certified.

Motion carried by the following vote:

Yes: Bryant, Dickinson, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: None

Motion by Sucher, seconded by Bryant, that the cross connection program be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Dickinson, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: None

The next item concerned **2008/09 budget reallocation of funds**. The City Administrator requested direction from the Committee-of-the-Whole regarding reallocation of public safety funds to cover an increase in pay for the Director of Public Safety and Deputy Director of Public Safety in lieu of eight days holiday pay. The City Administrator provided an overview and stated this is a reduction in salary for this calendar year over past years and that he agrees with the Treasurer/Comptroller in that a budget transfer is necessary to expend an amount of \$13,000.00 for salaries and wages. Public Safety overtime accounts for approximately \$7,000.00 of the transfer amount. According to the City Attorney, after researching the matter, holiday pay should not be paid. The City Administrator stated an additional 1% match to their Deferred Compensation also needs to be paid.

Administration was reminded that W-2 documentation is to be provided to the Finance Committee.

There was a consensus of the Committee that holiday pay not be paid in the future. Regarding current action, half the Committee said give something but not the full amount; some members said give something but not all and take back over the few next years by reducing salary increases, others said pay no amount. If any dollars are given, it was strongly suggested it be paid via bonus rather than including in regular payroll, which effects final average compensation.

The City Administrator stated Council approval is not required for the transfer because it is coming from within public safety funds. The Chair stated the Treasurer/Comptroller is requesting approval from Council for reallocation of funds. This item, reallocation of funds, is to be placed on the January 5, 2009, Council agenda. The City Administrator

stated he has reviewed and revised a few of the other staff's Employment Agreements and he would be looking at these two contracts.

Motion by Waldmeir, seconded by Bryant, that this item be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Dickinson, Granger, Howle, Novitke, Sucher, Waldmeir

No: None

Absent: None

Motion by Waldmeir, seconded by Howle, that the meeting of the Committee-of-the-Whole be adjourned at 10:35 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk