

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, OCTOBER 18, 2021, IN THE CONFERENCE ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

Mayor Bryant called the meeting to order at 7:43 p.m.

PRESENT: Mayor Bryant  
Council Members Brown, Gafa, Koester, McConaghy, Vaughn  
ABSENT: Granger

ALSO PRESENT: City Administrator Smith  
City Attorney Anderson  
City Attorney Tim Tomlinson  
City Clerk Hathaway  
Director of Public Services Schulte  
Director of Public Safety Kosanke  
Building Official Tutag

Also in attendance were Planning Commissioner Vitale, Recreation Supervisor Gerhart, and Executive Assistant Como.

Motion by Vaughn, seconded by Brown, that Council Member Granger be excused from tonight's meeting to attend to a personal matter.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

Motion by McConaghy, seconded by Gafa, 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: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

The first item discussed was regarding the **Solar Energy Ordinance**. City Attorney Tomlinson provided an overview of his letter dated August 30, 2021, and the proposed amendments to XVII

Solar Energy Systems. Discussion ensued and the Building Official stated if a home is located on the north side of the street, it is at a disadvantage and options are limited due to cost. He stated the ordinance is amended to comply with the Michigan Building Code, which regulates the installation of solar panels at 3' of any peak, eve, or valley while the current ordinance is at 5'. Planning Commissioner Vitale, Chair of the Solar Ordinance Revision Committee, explained that saving energy is the primary objective, however with technology so quickly evolving and improving, the City can be a little more careful when considering technology as well as aesthetics. The Building Official stated he is currently holding two variance requests for panel installation setbacks (distance from the edge) pending review of this amendment.

Motion by McConaghy, seconded by Vaughn, that the Committee-of-the-Whole recommend to City Council accept the Planning Commission's recommendations for amendments to the Solar Energy Ordinance.

Discussion ensued, particularly in regard to Sec. 8-501(3) pertaining to panel visibility from the street. Homes located on the north side of the street would be required to use more costly materials and suffer an unfair disadvantage even though an appeal process is in place.

Motion failed by the following vote:

Yes: McConaghy, Vaughn  
No: Brown, Bryant, Gafa, Koester  
Absent: Granger

Motion by Vaughn, seconded by McConaghy, that the Committee-of-the-Whole recommend that City Council approve the Solar Energy Ordinance amendments as presented by the Planning Commission, with the exception of eliminating the amendments contained in (3).

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

Next, an **Update regarding the AT&T Cell Tower** was provided by the City Attorney. She stated a License Agreement will come to the City Council at a future meeting. Leasing of additional space on the tower was also briefly discussed.

John Vitale, of Stucky Vitale, provided an overview regarding proposed enhancements to be installed at **Chene Trombley Park**. He stated there are multiple phases proposed based on the availability of funds. There is currently a combination of equipment ranging from five to twelve years old. He proposed installation of a 3' fence to protect children from running into Mack Avenue. The Director of Public Services stated the Grosse Pointe Woods Foundation is looking for projects to sponsor and grants are being sought. A brief discussion ensued regarding drainage and fill, a cross walk, lighting, and signage identifying ages permitted to be on the equipment,

and park hours. The Foundation offered to prepare the grant, as well as the City Engineer at a cost of \$2,000.00. There was a consensus of the Committee to move forward with the City Engineer preparing the grant.

Discussion then ensued regarding a **City Hall electronic sign**. The Director of Public Services provided an overview and stated this may be a project for the Grosse Pointe Woods Foundation at a cost of \$55,000.00. There was a consensus of the Committee to move forward with the project.

Motion by McConaghy, seconded by Koester, that the following items be removed from the Committee-of-the-Whole (with the exception of the original Item No. 11 - Ordinance Amendment re: Colonial Theme Sec. 50-373 being placed back onto the Committee-of-the-Whole):

1. PV Solar Study
2. Commission Web Page
3. Proposed Municipal Civil Infraction
4. Commission Meetings/Calendar Events (during COVID)
5. Act 51 - Grosse Pointe Public Schools/Safe Routes
6. Legacy Oaks
7. Actuarial Services
8. Meet with Pension Attorney to Discuss OPEB Bonds and Defined Contribution vs. Benefit Plans
9. City Bulletin Boards
10. Draft Charter Amendment Language
11. Wall Sign Ordinance Sec. 32-13
12. Regional Authority

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

Regarding **personnel matters**, the City Administrator stated he would be retiring effective December 31, 2021. He presented a memo dated October 12, 2021, identifying a proposed succession plan to the City Council:

1. Promote Director of Public Services Schulte to City Administrator;
2. Promote Executive Assistant Como to Assistant City Administrator;
3. Promote Deputy Director of Public Services Kowalski to Director of Public Services.

The Mayor declared a recess at 8:45 p.m., and reconvened at 9:00 p.m.

The City Attorney was asked to look at any posting requirements for these positions.

Motion by McConaghy, seconded by Brown, regarding personnel matters, that the Committee-of-the-Whole recommend the City Council accept this succession plan as presented.

Under discussion, the City Administrator was asked to provide a proposed organizational chart identifying the proposed structure.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn

No: None

Absent: Granger

Nobody wished to be heard under New Business.

The following individual was heard under Public Comment:

- Melinda Billingsley

Motion by Koester, seconded by Vaughn, that the meeting of the Committee-of-the-Whole be adjourned at 9:14 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Arthur W. Bryant  
Mayor