

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF  
GROSSE POINTE WOODS HELD REMOTELY (ZOOM) ON MONDAY, JULY 13, 2020.

PRESENT: Mayor Novitke  
Council Members Bryant, Gafa, Granger, Koester, McConaghy,  
McMullen

ABSENT: None

ALSO PRESENT: City Administrator Smith  
City Attorney Berschback  
City Clerk Hathaway  
Treasurer/Comptroller Behrens  
Director of Public Services Schulte  
City Engineer Lockwood  
Deputy City Clerk/Facilitator Antolin

The Facilitator's Statement was read.

Mayor Novitke called the meeting to order at 8:01 p.m.

Motion by Bryant, 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: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke

No: None

Absent: None

The first item discussed was regarding **Oxford Road construction**. The Mayor stated this item needs to be looked at following the expenditure of unexpected COVID-19 expenses and the pool re-opening. The City Engineer stated cost for Oxford Road would be \$610,000.00. The Treasurer/Comptroller provided an overview regarding the fund balance. Initially including Oxford Rd, Lake Front Bridge, 1<sup>st</sup> payment on fire truck \$1.375 million, leave a fund balance of 26.51%, with parks department cutting \$471,000 pool expenses. After opening pool, those expenses need to be placed back into the budget. If Oxford is repaved the fund balance will be reduced to 22.87%, however the intent is to maintain Fund Balance at 30%. If Oxford Road is eliminated, Fund Balance would be at 27.81%. The City Administrator stated he expects more impacts on the budget resulting from revenue sharing and lack of gasoline sales tax, and that the City should be conservative on the Fund Balance. Next year the bridge will be done and fire truck paid. The City Administrator recommends putting Oxford construction off until the following year. The Treasurer/Comptroller concurred.

An inquiry was made regarding whether Oxford would deteriorate cost-wise if the project waited until next year, and would it be more expensive next year. The City Engineer stated there would be an approximate 5% cost increase or approximately \$30,000.00.

The Mayor suggested consideration be given to the future economy because we do not know the continuing effects of COVID-19 and revenues going down. The Fund Balance will be at 22-23% assuming revenues, gas taxes, and revenue sharing do not go down. The Treasurer/Comptroller anticipates revenues will go down.

This was placed in the budget due to an anticipated reduction in pool expenses. If there is no motion to take Oxford off the construction list, the project will move forward.

Hearing no motion to remove Oxford, the City Administrator was directed to move forward with the project. The City Engineer stated this project would be placed out for bid this winter to capture the best pricing and start construction in the spring.

The next item discussed was regarding **Allard Road petitions** submitted by Martin Petz. The Chair stated everyone received the petitions from Mr. Petz and the City Engineer would provide responses to the questions posed by Mr. Petz. The City Engineer stated the cost from Chester to Harper is estimated at \$979,000.00. The Mayor asked if it could be done in just asphalt. City Engineer said possibly and would be at a cost closer to \$700,000.00. He also provided answers to questions posed by Mr. Petz.

The City Engineer stated roads are in need of repair and Allard is high on the list. The Director of Public Services stated Allard was moved up on the list this year proposed for the 2021/22 FY Budget. Hot patch may be used along the gutter line to buy some time but he will need to check on the cost.

The Mayor discussed the **Employee Handbook** next. The Chair stated he spoke with Tom Fleury, Labor Attorney from Keller Thoma, and stated Mr. Fleury would be willing to review it at a cost not to exceed \$500.00 and advise Council on the results. There were no objections from the Committee. The City Administrator was asked to coordinate with Mr. Fleury to have him review.

Next, **signs for miniature golf** (small recognition signs) at Lake Front Park was discussed. The Director of Public Services stated that the list provided was all of the signs to be placed and there would be no additional signs to those being proposed in the submission. Installing the signs are not very involved and can be done easily in-house. The City Administrator has no objections to this request but emphasized that any signage required approval of the City Council. There were no objections voiced from the Committee and administration will move forward.

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

- Member Gafa spoke of speeding traffic and the amount of traffic running down Yorktown. He suggested a stop sign. The City Administrator stated more signs can cause speeding in-between stop signs due to drivers accelerating after each sign. A study is being looked at from a Traffic Engineer's standpoint. A traffic detail is being put together for the next couple of weeks to enforce speeds. Administration

- was asked to look at the signs put up by the residents to ensure they are not a problem and allowed.
- Member McMullen suggested the City provide one email address for the entire Council including the City Administrator.

The following individuals were heard under Public Comment:

- Martin Petz, Allard. The City Administrator was asked to look at speeding on Allard.
- Lisa Fuller, resident/President of Grosse Pointe Woods Foundation.

Motion by Bryant, seconded by Gafa, that the Committee recess the regularly scheduled Committee-of-the-Whole meeting at 8:58 p.m. and convene in Closed Executive Session for the purpose of discussing a legal opinion regarding the lease of real property, at which time the Committee may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following roll call vote:

Koester	Yes
McConaghy	Yes
McMullen	Yes
Novitke	Yes
Bryant	Yes
Gafa	Yes
Granger	Yes

The Committee-of-the-Whole reconvened at 9:38 p.m.

The City Attorney provided an overview regarding the cell tower behind City Hall. It is a long-term lease with AT&T allowed to renew every five years. The lease expires in October of 2021. AT&T has provided an offer but the lease needs to be negotiated. He recommended City Council retain Mike Watza's firm to negotiate the terms of any new Agreement.

Motion by Granger, seconded by Gafa, regarding **Retention Agreement - AT&T Cell Tower negotiations** located at City Hall, that the Committee-of-the-Whole recommend City Council approve retaining Mike Watza's firm, Kitch Drutchas Wagner Valitutti & Sherbrook, to negotiate on behalf of the City a possible new Lease Agreement and additional antennae with AT&T in an amount not to exceed \$10,000.00 at a rate of \$300.00 per hour, and authorize the City Administrator to sign the Retention Agreement.

Motion carried by the following vote:

Yes:	Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No:	None
Absent:	None

Motion by McMullen, seconded by Gafa, that the meeting of the Committee-of-the-Whole be adjourned at 9:42 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor