

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF
GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, MAY 11, 2020.

PRESENT: Mayor Novitke
Council Members Bryant, Gafa, Granger, Koester, McConaghy
ABSENT: None
ALSO PRESENT: City Administrator Smith
City Attorney Berschback
Treasurer/Comptroller Behrens
City Clerk Hathaway
Director of Public Services Schulte
Deputy City Clerk Antolin
Parks Supervisor Gerhart

Mayor Novitke called the meeting to order at 7:02 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, Novitke
No: None
Absent: None

The first item discussed was regarding **Flood Potentials and Marina Fees**. The Director of Public Services provided an overview of his memo dated May 6, 2020, and the attachments. Discussion ensued, and if the marina closes due to high water what is the possibility of the boaters being issued a credit for next season.

The Mayor stated if the marina is closed down and the marina is not able to be used for balance of the season, it would be appropriate to issue a pro rata refund of the fee provided the boat owners remove their boats within a certain period of time. The City Administrator stated a letter was sent out to the boat owners, and if the City has to close the marina, he agrees it would be a fair gesture to provide a pro rata refund for the remainder of the season.

Discussion included instead of issuing a credit that would apply the following year, rather to provide a rebate on a prorata basis. Following discussion, there was a consensus of the Committee that it would be the boater's option to choose whether they wish to receive a pro rata credit for the following year or a pro rata refund if the marina were to close due to high water levels for a minimum of fourteen (14) days, whether it be a week at a time or weeks at a time.

The next item was concerning the **City-Owned Cell Tower/AT&T Proposals**. The City attorney provided an overview of his letter dated April 30, 2020, and provided a brief history. The current cell tower lease expires October 2021. AT&T presented a request to

consider a 30 year extension, which would run through October 7, 2051. AT&T proposes new annual rent of \$24,000.00 per year with a 2% annual escalator after the first year. The City is currently receiving approximately \$34,000 per year. AT&T is proposing a separate request to add three antennae to the tower. The City owns the tower and AT&T gets to use the tower. He explained the intent is to allow three carriers, AT&T and two others to collocate. The current contract does not include a clause that AT&T must remove the tower at the end of the lease. The City could relocate the tower but it would be at 100% of the cost. A consideration is to the location of the existing tower, which would inhibit expansion of City Hall in the future. Past amendments only dealt with replacing antennae, not adding new antennae. Collocation fees would need to be negotiated. The City Attorney requested to hire Mike Watza at a cost not to exceed \$3,000.00 for ten hours of time regarding these issues.

The Mayor expressed concern regarding the clause in the contract which would allow AT&T to terminate the agreement with a 30-day notice. He also mentioned the need to look into the CPI factor based on future economic concerns.

There was a consensus of the Committee that additional information is needed, such as market data analysis, and that the expenditure for Mr. Watza's services at \$3,000.00 is within the limits of the City Administrator. Information regarding cost to move the tower is also needed.

This item is to remain on the Committee-of-the-Whole.

Discussion then ensued regarding **Workers' Compensation Excess Coverage**. The Treasurer/Comptroller provided an overview of her memo dated May 7, 2020. The current policy contract is due to expire on September 30, 2020. Mark Sledzinski of IBEX Insurance Company reached out to two companies for pricing and only one provided a quote, Midwest Employers. The quote is for a two-year contract at a premium cost of \$59,450.00 with a \$450,000.00 retention. Discussion ensued regarding a higher retention or eliminating the excess coverage policy.

Motion by Granger, seconded by Gafa, regarding Workers' Compensation Excess Coverage, that the Committee-of-the-Whole recommend that City Council enter into a two year contract with Midwest Employers Casualty Co. with retention to be maintained at \$450,000.00 with an annual premium of \$59,450.00.

Motion carried by the following vote:

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

The City Clerk was asked to place this item on the Committee-of-the-Whole with Mr. Sledzinski to be present.

The Mayor then began discussing **Commission Meetings, Remote Attendance, and Training**. The Mayor stated that with social distancing, remote meetings may need to

be conducted for quite a while. He stated the Planning Commission needs to conduct meetings, and the other Commissions need to function too.

The Mayor requested the City Clerk and Deputy Clerk are to conduct training for the other commissions in preparation for July meetings. The City Administrator stated that commission members would need to have their own equipment and that the City cannot provide it. The Mayor stated equipment would have to be looked at, possibly go to library, use a friend's computer, or use a cell phone.

The Director of Public Services then provided an **update regarding City Hall Clean-Up, reconstruction, and costs/insurance reimbursement**. The Director of Public Services provided an update and stated construction is progressing with approximately three quarters of the work completed. The Coronavirus has caused material delivery delays and are expected to be received by the end of the month. The furniture will be delivered June 26th, and staff will be moving into the reconstructed City offices the week of July 6th. Working with the City Attorney, the Director stated the furniture claim was under-valued but an additional \$20,000.00 has been requested. The City has received \$400,000.00 toward reconstruction of the City Hall Building, and once construction is completed the final \$100,000.00 will then be received, which is the total cost of reconstruction and the City will be made whole. The new furniture price (the loss) was \$75,000.00 and \$40,000.00 was not recouped by insurance. He stated the City's insurance policy covers replacement value and administration continues to work on the insurance reimbursement, but the insurance company claims that how the City stored the furniture caused some of the damage; although, this is disputed by the City. This item is to remain on the Committee-of-the-Whole.

COVID-19 strategies to employ upon reopening of City Hall was then discussed. The City Administrator provided an overview regarding an extensive plan that has been put in place. Supplies are starting to be received. The Department of Public Works has manufactured sneeze shields and installed them. Touchless hand sanitizer stations have been installed as well as towel dispensers. An outside screening area is being prepared for the public needing to enter City Hall. People will need to complete a questionnaire and touchless thermometers will be used when received. Face masks will also be offered. Administration will be using an appointment system when possible. The City will be ready to open when the Governor opens the state. Social distancing will be observed. Outside vendors will be screened with basic health questions.

Motion by Gafa, seconded by Granger, that the following items be **removed from the Committee-of-the-Whole**:

- A. Agreement: Business Association/Data Use – Remedy Partners
- B. Jail Lock-Up Agreement
- C. DTE Street Light Project Funding
- D. Administrative Clerk II
- E. Water Billing Payment Agreement Policy

- G. The Avenue in the Woods Business Association-various requests
- H. Grosse Pointe War Memorial-PEG Agreements
- I. Rocket Fiber

Motion carried by the following vote:

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

Motion by Bryant, seconded by Gafa, that the two additional items be removed from the Committee-of-the-Whole:

- A. Flood Potentials and Marina Fees;
- B. Commission Meetings, Remote Attendance, and Training.

Motion carried by the following vote:

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

The following items were discussed under New Business:

- **Lake Front Park pool.** Due to the Coronavirus, employees' and residents' health are a concern. Social distancing is needed during this time and cannot be enforced with the need to shower, pool deck activity, and swimming in the pool. There is a concern for the Life Guards in the event of an emergency and first aid is needed. There are many concerns about employee and public health. The City Administrator stated #1 concern is safety of the employees and residents. There are a hundred teenagers that perform their duties as life guards, ages 15-19. If it is necessary to make a rescue it closes into personal space, and cannot ensure social distancing. He stated Oakland County closed their pools because it is nearly impossible to ensure social distancing when swimming, and he recommended the Lake Front Park pool not be opened. The Director of Public Services and Recreation Supervisor agreed. The Recreation Supervisor stated EAGLE has not advised that pools can be opened. There was a consensus of the Council to not open the pool.

Motion by McConaghy, seconded by Koester, regarding Lake Front Park pool, that the Committee-of-the-Whole recommend to City Council that until further notice, Grosse Pointe Woods' aquatic facility remain closed.

Motion by McConaghy, seconded by Koester, to amend the previous motion by deleting, "until further notice", and inserting, "shall" before "remain closed."

Motion carried by the following vote:

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

- The Mayor stated he received an email from John VanAlst, followed by a subsequent telephone conversation, regarding opening of the tennis courts. Mr. VanAlst stated that social distancing could be suitably monitored and administration could provide additional direction. The City Administrator stated the Governor's Executive Order - Phase 3, the current phase, does not specifically permit tennis in the current phase.
- The City Administrator provided an overview regarding the Community Development Block Grant Program (CDBG) and that \$20,000.00 total is available. A decision needs to be made whether \$3,300.00 should go toward COVID response materials (masks, dispensers, etc.) or keep the budget as in the past; \$14,000.00 to The Helm and \$6,000.00 to PAATS. He stated the other Grosse Pointes will continue to contribute to The Helm and PAATS. There was a consensus of the Council to continue CDBG allocations as in the past to The Helm and PAATS.

Nobody wished to be heard under Public Comment.

Motion by Bryant, seconded by Gafa, that the meeting of the Committee-of-the-Whole be adjourned at 8:44 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor