

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 8, 2019, IN THE COUNCIL CHAMBERS/MUNICIPAL COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke  
Council Members Granger, Koester, McMullen, Shetler  
ABSENT: Bryant, McConaghy  
ALSO PRESENT: City Administrator Smith  
Treasurer/Comptroller Behrens  
City Clerk Hathaway  
Director of Public Services Schulte

Mayor Novitke called the meeting to order at 7:01 p.m.

Motion by Granger, seconded by Shetler, to excuse Council Members Bryant and McConaghy from tonight's meeting.

Motion carried by the following vote:

Yes: Granger, Koester, McMullen, Shetler  
No: None  
Absent: Bryant, McConaghy

Motion by Granger, seconded by Shetler, 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: Granger, Koester, McMullen, Shetler  
No: None  
Absent: Bryant, McConaghy

The first item discussed was regarding **DTE Lighting**. The Chair referred to the Director of Public Service's memo dated April 1, 2019, and questions and answers ensued. The Chair stated the proposal is about a 20% return on investment. The Treasurer/Comptroller discussed various methods of financing including bonding an amount larger than \$410,000.00. She stated that she spoke with Financial Advisor McGow regarding PA 99, and he requested additional information such as a copy of the City's DTE contract and confirmation of the lifespan for the lights. She stated PA 99 allows for borrowing money for land and equipment. She stated an alternative to bonding may be to take a loan from a bank.

The City Administrator stated if funds came from the fund balance, the funds would come out of two fiscal years and the new LED lighting installation would need to be completed by November 2019 in order to meet the timeline for rebates. The Treasurer/Comptroller stated that if funds were taken out of fund balance, that fund balance would remain above 30%. The Chair stated the City is losing over \$84,000.00 with the existing lighting throughout the City pursuant to information provided. The Director of Public Services stated DTE is coming up with an actual count of light poles and will provide firm numbers, and that the type of lighting needs to be determined. He stated the 58 Watts style saves more money than the 136 watts style lighting. He also stated that the estimated costs and savings DTE provided included numbers based on a mixture of 58 and 136 watts. There was a question if a greater savings should be realized than outlined in the savings presented by DTE. This item is to be left on the Committee-of-the-Whole agenda, and the Treasurer/Comptroller was asked to provide additional financing information.

Following discussion regarding ornamental lighting, the Director stated the current style globe is no longer available and a new style needs to be chosen. The estimated count needed is 153, however a final preflight count is needed and forthcoming from DTE. There was a consensus of the Committee to choose the third style light shown in the information provided, the glass globe with ribs and band. This item is to remain on the Committee-of-the-Whole agenda, and that the next Committee-of-the-Whole meeting be tentatively scheduled for April 29, 2019. The Director will provide additional information at that meeting.

Next, administration provided a **status report on City Hall clean-up** following the March 3, 2019, flooding in the administrative offices. Asbestos mitigation is to be completed tomorrow. Additional testing needs to be performed to determine levels of moisture and mold in the walls, if any.

Discussion then ensued regarding **City Hall Re-Design**. The City Administrator stated that with the open space and blank palette presented as a result of the flood, it presents an opportunity to design more workable spaces, and a determination needs to be made to move forward with reconstruction. Two proposals have been received from AEW and Stucky Vitale. Stucky Vitale provided the lowest quote. The City Administrator asked Stucky Vitale to provide pricing for three options; rebuild in the current floor plan, expand the scope of design to provide a re-design that makes better use of the space, and to enclose the porch off the employee entrance. He stated an estimated construction and oversight cost to enclose the porch is over \$100,000.00. There was a consensus of the Committee to approve Stucky Vitale's proposal for Phase I at a cost of \$5,800.00, and to evaluate the design when it is received for moving forward. There was also a decision to not cover the porch, and to possibly look at it in the future. This item is to be placed on the Council agenda for April 15<sup>th</sup>.

The next item was regarding the **Retention Schedule – incoming checks**. This item is to be placed on the Council agenda to reverse original Council action, and that policy will establish a six-month retention on incoming checks having been scanned.

Under New Business, nobody wished to be heard.

Under Public Comment, nobody wished to be heard.

Motion by Granger, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 8:01 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor