

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 10, 2018, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ALSO PRESENT: City Administrator Smith  
City Attorney Chip Berschback  
Deputy City Clerk Antolin  
Director of Public Services Schulte  
Director of Public Safety Kosanke  
Treasurer/Comptroller Behrens  
City Engineer Lockwood (arrived 7:35 p.m.)

Also in attendance:

Sgt. Provost - Department of Public Safety  
James Profeta - Planning Commission

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

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

Motion carried by the following vote:

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

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

Hearing no objections, the agenda items were taken out of order.

The first item discussed was regarding the **Purchase of a New Fire Truck**. It was stated that members of the Fire Truck Committee were Public Safety Director Kosanke, Lieutenant Lefurgey and Sergeant Provost. Discussion ensued regarding the purchase agreement of the fire truck. Specific topics were:

1. Total Cost – \$1,071,000.00
  - A. Price of truck - \$996,000.00;
  - B. Equipment for truck - \$75,000.00;
  - C. Additional contingency fees - \$5,000.00.
2. Materials used for construction of truck
  - A. Frame Assembly – powder coated;
  - B. Chassis – coating.
3. Loose Equipment
  - A. old tools will be repurposed;
  - B. gas powered tools converted to battery powered.
4. Delivery and freight
  - A. Florida to Allendale, MI;
  - B. Delivery to Grosse Pointe Woods, MI.
5. Warranties
6. Scrap/sell old fire truck

The Director of Public Safety will be attending a preconstruction conference in Florida following the signing of the contract.

The Committee requested the City Attorney and Director of Public Safety to provide more information and clarification on the contract. This item is to be left on the Committee-of-the-Whole.

Discussion ensued regarding **Update: Public Safety Dispatch/Lockup**. The Director of Public Safety stated that Dispatch is 90% complete. A few more monitors are waiting for new camera equipment. The 911 system has been installed and went into service on November 11, 2018.

The Lockup project had a couple of snags where a new Project Manager was hired to oversee operations. The previous Project Manager was not adhering to the contractual timeline. A meeting is scheduled for Thursday, December 13, 2018, with the construction company to express concerns. Currently, the completion of the project is uncertain. It was suggested to introduce a penalty phase for non-compliance with the contractual agreement. This item is to remain on the Committee-of-the-Whole.

Discussion then ensued regarding **Update: Municipal Roof**. The Director of Public Services distributed a handout and provided an update on the Municipal Roofs and HVAC Improvement projects. The project is on schedule to be 100% complete by the end of February 2019. This item is to remain on the Committee-of-the-Whole.

The next item discussed was regarding **Provencal/Colonial Road Municipal Services**. The contract originated in 1955 with Grosse Pointe Farms. The contract stated that no less than 90 days prior to the end of the fiscal year can the parties terminate the contract. Provencal Road is considered a private road and should not be on contract for road maintenance costs. The entire portion of road in question is in Grosse Pointe Farms and not in Grosse Pointe Woods.

There was a study performed on response times for emergency services. Discussion ensued regarding the response times and it was determined that Grosse Pointe Woods can adequately cover emergency services on Provencal Road.

The current contract states 10 mils should be charged and it appears Grosse Pointe Woods has been charged 14.95 mils. The City Administrator was asked to find out what was actually charged and paid.

The Director of Public Services stated that homes on Provencal are connected to the Grosse Pointe Farms water/sewer systems.

This item is to remain on the Committee-of-the-Whole to be addressed in January.

The next item was regarding the **Water Service Contract**. The City Engineer provided an update on negotiations with Great Lakes Water Authority (GLWA) referencing Exhibits A and B of the supporting documents.

Discussion ensued regarding Max Day/Peak Hour rates. Max Day and Peak Hour usage determines 2/3 of the ultimate rate. It was stated that Peak Hour usage has the most impact, however, it is ideal to have Max Day match Peak Hours usage. It is impossible to project the actual rates because other communities' usage is unknown. There will be renegotiations in the Fall of 2019 in efforts to bring peak hour rates down.

The City Engineer recommended the City Council accept the Max Day rate of 3.98 mgd and Peak Hour rate of 4.84 mgd. (mgd = millions of gallons per day) It was stated that the rates will be reflected in Addendums to the contract. There was a consensus of the Committee to accept the Max Day/Peak Hour rates as proposed. The Deputy City Clerk was asked to place this item on the December 17, 2018, Council agenda.

Motion by Bryant, seconded by Koester, that the Great Lakes Water Authority Water Service Contract be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

The next item was regarding **MTT – Settlement Limits**. Discussion ensued and it was confirmed that the Settlement Limit is set at \$175,000.00 for State Equalized Value for Commercial properties.

Motion by McConaghy, seconded by Shetler, that the MTT – Settlement Limits be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

The next item was regarding **Proposed Modification of Fence Ordinance – Penalty to Make Continued Non-Compliance a Misdemeanor Following the Issuance of a First Civil Infraction and Non-Compliance**. It was stated in the ordinance that:

- 1<sup>st</sup> Civil Infraction offense -\$350.00
- 2<sup>nd</sup> Civil Infraction offense - \$500.00
- 3<sup>rd</sup> Civil Infraction offense within 2 years of the first offense - misdemeanor

The Mayor asked consideration be given to an option to charge the 2<sup>nd</sup> offense and non-compliance as a misdemeanor. The City Attorney stated that there may be issues between the City Ordinances and Construction Codes. This item is to remain on the Committee-of-the-Whole for a meeting to be held in February 2019.

The Chair declared a recess at 8:17 p.m., and reconvened at 8:20 p.m.

The next item discussed was regarding **The Avenue in the Woods Business Association**. Discussion ensued regarding the letter the association submitted on November 14, 2018. The Committee discussed the following requests made by the association:

- 1) Allow use of Schoolhouse or other city meeting area at no charge – In the past, similar organizations would meet at different businesses within the city and the local library. It was stated that if the association is permitted the use of a room at no charge, residents and other organization will also request use with no charge. It was mentioned that the association needs to show status of legally having formed the association. The Committee would like to hear from the association.
- 2) Representative from city attend monthly meeting – Discussion ensued regarding this request. It was not clear whom the association considered as the City Representative. The Committee would like more information from the association.
- 3) Planning Commission present the 2020 plan to business owners – The Committee left the decision for this request up to the Planning Commission.
- 4) Install banners on the center light poles on Mack Avenue - Discussion ensued regarding this request. It was stated that the light poles are city-owned, however they are located on Wayne County's Right-of-Way. There was a consensus with the Committee to allow banners to be placed on the light poles, provided they are given Wayne County's permission.

- 5) Allow free parking on Mack Avenue from December 15-26, 2018. – Discussion ensued regarding this request. It was stated that the revenue from the meters is between \$5,000-\$5,300/month. Another purpose of the meters is to keep cars moving along and prevent cars from parking all day. There was a consensus of the Committee to deny this request.

The Committee requested the City Administrator to give notice to the Association to appear in front of Council to discuss their requests and to obtain clarification. This item is to remain on the Committee-of-the-Whole.

(\*Recording Secretary's Note: Item 6. **Honeywell Energy Savings** was not addressed)

New Business:

- The Treasurer/Comptroller stated that we are approaching the year end for water meter change out requests. However, the City ran out of meters and are on order. It is uncertain when they will be received. The letter sent to residents stated that a request for a meter change out needs to be submitted and the work completed by December 31, 2018, in order to have the \$75.00 permit and \$50.00 reconnect fees waived. Because City offices will be closed on December 31, 2018, and January 1, 2019, the Treasurer/Comptroller proposed the City extend the deadline to January 2, 2019, provided all required fees are paid, and the request is made prior to 5 p.m. on January 2, 2019. There was a consensus of the Committee to move forward with extending the deadline to January 2, 2019. The Mayor directed the Deputy City Clerk to place this item on the December 17, 2018, Council agenda.
- Planning Commission Appointment discussion ensued.

Motion by Bryant, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 9:05 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Paul P. Antolin  
Deputy City Clerk

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Robert E. Novitke  
Mayor