

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 12, 2018, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ALSO PRESENT: City Administrator Smith
Treasurer/Comptroller Behrens
City Attorney Don Berschback
City Clerk Hathaway
Director of Public Services Schulte

Mayor Novitke called the meeting to order at 7:05 p.m.

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

Motion by Bryant, seconded by Shetler, that Council Members Koester and McConaghy be excused from tonight's meeting.

Motion carried by the following vote:

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

The first item discussed was regarding **fuel tanks – DPW Yard**. The Mayor asked what the cost would be for insurance coverage through the State of Michigan – Michigan Underground Storage Tank Authority (MUSTA). The Director of Public Services said there is no cost for the insurance and the deductible is \$2,000. The premium with the current provider, Berkeley Environmental, is \$1,100 per year with a \$25,000 deductible and it only covers contaminated soil.

As previously reported, upon inspection it was found the underground fuel tanks at DPW are leaking from the outside into the interstitial space between the two tank walls, however there is no fuel leaking at this time. He provided an overview of his memo dated February 26, 2018, and recommended that the City install a new above ground tank; split with 4,000 gallons gas and 4,000 gallons diesel. The cost to remove and replace the tanks

is approximately \$223,000. The Director is requesting to obtain quotes, and to place this item on the April 9, 2018, City Council agenda.

The insurance policy through MUSTA will also be placed on the April 9, 2018, Council agenda. There was a consensus of the Committee to move forward with obtaining quotes to remove and install new fuel tanks, and to pursue the MUSTA insurance through the State of Michigan.

Motion by Bryant, seconded by Shetler, to remove fuel tanks and insurance from the Committee-of-the-Whole.

Motion carried by the following vote:

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

The next item discussed was regarding **porta potties – Lake Front Park**. The Director of Public Services provided an overview of his memo dated February 26, 2018. The Mayor stated that a procedure will need to include a park patrol routine stop to check the porta potties for mess. The Director stated they would be cleaned daily and checked throughout the day, and sanitizer would be provided. There was a consensus of the Committee to install the porta potties. The contract is for one year in the amount of \$2,712.00.

Motion by Bryant, seconded by, Shetler, that porta potties – Lake Front Park, be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Discussion ensued regarding **Property Transfer Affidavit fines**. The Treasurer/Comptroller provided an overview of her memo dated March 12, 2018, regarding the Resolution, which applies only to residential. She stated the Resolution may be rescinded at any time.

Motion by Granger, seconded by Shetler, regarding Property Transfer Affidavit fines, that the Committee-of-the-Whole recommend that City Council adopt the Resolution as presented.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, that Property Transfer Affidavit fines be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Fiscal forecasting was discussed next. The Treasurer/Comptroller distributed updated budget projection sheets. Road repairs and reconstruction were not included in the sheets. General discussion ensued regarding the projections. Administration was asked to look at whether a 39% fund balance would support future budgets.

Discussion ensued regarding the road program, which included Stanhope, Brys, Vernier (60% state funded), Anita, and Lochmoor.

The City Administrator distributed a packet of information as requested by the Committee-of-the-Whole on January 29, 2018, including:

1. Public Safety needs list;
2. Public Safety Wish List;
3. Memo 02/20/18 - Director of Public Services (Needs);
4. Memo 02/20/18 - Director of Public Services (Municipal Improvements Wants);
5. Fiscal Forecast for Department of Public Works Equipment;
6. 10-year Pavement Capital Improvement Plan;
7. Water and Sewer System Capital Improvement Program;
8. Memo 03/12/18 - Director of Public Safety;
9. Memo 02/16/18 - Court Clerk.

Following discussion, there was a consensus of the Committee to move forward with Brys, Anita, and Stanhope. The Director also recommended Vernier Road due to the poor condition and the additional 60% state funding being provided. He stated the City would lose the additional funding if it is decided not to reconstruct Vernier. There was a consensus of the Committee to also move forward with Lochmoor. In summary, there was a consensus of the Committee to move forward with Lochmoor, Brys, Anita, and Stanhope with a commitment that the City will fund Vernier next year. The Treasurer/Comptroller was asked to re-run the numbers to verify fund balance for this year. Administration was asked to discuss the plan with the City Engineer.

There was a consensus of the Committee to schedule a Committee-of-the-Whole Meeting on March 19, 2018, at 6:30 p.m. to discuss the Road Program and fiscal forecasting; and to place this item on the City Council agenda for March 19, 2018.

The Committee then reviewed information regarding the **Headlee Override**. Following discussion, there was a consensus of the Committee to use the ballot language included in the City Attorney's letter dated February 23, 2018, to revise the additional millage raised number following the conclusion of March Board of Review, and to identify the

funds for municipal purposes to be used for police and fire, infrastructure, parks and recreation, and other public services.

The Mayor asked administration to prepare a detailed information sheet for Council to use during the public forum.

The draft millage information sheet was reviewed and discussed. This item is to be placed on a Committee-of-the-Whole Meeting on March 26, 2018, at 7 p.m.

Next, the **Animal Ordinance** was discussed. Discussion ensued regarding a late fee and possible changes to the current ordinance. There was a consensus of the Committee to not charge a late fee and to eliminate March 1 of each year expiration leaving the expiration of the license to be that of the rabies expiration. The Mayor stated enforcement of the ordinance is important, and he asked the City Attorney to provide the Council with the civil infraction fees.

Motion by Granger, seconded by Shetler, regarding Chapter 6 – Animals, that the Committee-of-the-Whole recommend to City Council adopting the amendment of this ordinance as discussed.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, that the animal ordinance be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Under New Business, and hearing no objections, the following item was discussed:

- Recording Committee-of-the-Whole minutes.

Motion by Bryant, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 10:45 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor