

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JUNE 8, 2015, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ABSENT: None

ALSO PRESENT: City Administrator Fincham  
Treasurer/Comptroller Irby  
City Attorney Don Berschback  
City Clerk Hathaway  
City Assessor Colombo

Mayor Novitke called the meeting to order at 7:13 p.m.

Motion by Granger, seconded by Shetler, that all items on tonight's agenda be received, placed on file, taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

Discussion ensued regarding the **City Assessor's Agreement**. The City Attorney provided an overview of Assessor Tom Colombo's current Agreement and stated there are no changes proposed other than effective dates. Discussion, questions, and answers ensued between Committee and the Assessor. The City Assessor discussed the Rivers, and stated \$17,800,000 is under contention, equating to potentially a \$336,000 tax liability. He suggested the City employ a specialist, either co-counsel or appraiser. The City Assessor will present additional information at a July 13<sup>th</sup> meeting. Mr. Colombo agreed to serve as Acting City Administrator, if needed, while the search for a permanent replacement continues.

Motion by McConaghy, seconded by Granger, that the Committee-of-the-Whole recommend to City Council approval of City Assessor Tom Colombo's Agreement effective July 1, 2015.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

The City Assessor then discussed the current **Michigan Tax Tribunal Settlement Limits** approved by City Council in 2012. He proposed an increase in authority to be given to the Assessor and Attorney to compromise and tie settlement limits into taxable value versus tying into a dollar amount. There was a consensus of the Committee base calculations on taxable value as presented. This item is to remain on the Committee-of-the-Whole agenda and be reviewed in November 2016.

Motion by Shetler, seconded by Bryant, that the Committee-of-the-Whole recommend to City Council, per the City Assessor's memo dated May 28, 2015, that Michigan Tax Tribunal limits be increased to \$50,000 taxable value for residential and \$175,000 taxable value for Commercial.

Motion by Shetler, seconded by Bryant, to amend the previous motion by inserting after May 28, 2015, "to grant authority to the City Assessor and the City Attorney to settle Michigan Tax Tribunal cases, and . . . "

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

Motion by Granger, seconded by Koester, to remove the City Assessor Agreement from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

The next item discussed was **BS&A.NET module update purchases**. The Treasurer/Comptroller provided an overview regarding the Tax and Assessing Software purchases. The Treasurer/Comptroller and City Assessor recommend approval of these purchases. There was a consensus to approve these purchases.

Motion by McConaghy, seconded by Granger, that the Committee-of-the-Whole recommend to City Council approving the purchase of BS&A.NET tax and assessing software purchases in accordance with the Treasurer/Comptroller and Assessor's memo dated June 1, 2015.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

The City Clerk provided a brief overview of the BS&A.NET software, and recommended approval of this purchase.

Motion by Granger, seconded by Bryant, that the Committee-of-the-Whole recommend to City Council approving the purchase of BS&A.NET business licensing software at a cost not to exceed \$6,400 with an annual maintenance fee of \$975.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Shetler, to remove the BS&A.NET software from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

The next item on the agenda was concerning **retirement plans – defined benefit versus defined contribution**. This item was not discussed and will be scheduled for a future meeting.

The Chair declared a recess at 8:15 p.m., and reconvened at 8:22 p.m.

The Committee then discussed the **City Administrator Vacancy**. At this last meeting, administration was requested to gather additional information on Candidates 5, 11, and 1 (confidential.) The City Administrator provided an overview and recommended that Council proceed with the interviews. Either the Detective Bureau or a private entity can perform background checks.

Motion by Granger, seconded by Shetler, that the Committee recess the regularly scheduled Committee-of-the-Whole meeting at 8:44 p.m. and convene in Closed Executive Session to review confidential applications for employment 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:

Novitke	Yes
Shetler	Yes
Bryant	Yes
Granger	Yes
Ketels	Yes
Koester	Yes
McConaghy	Yes

The Committee reconvened in open session at 9:13 p.m.

There was a consensus of the Committee to discuss the City Administrator vacancy again in two weeks, on June 22, 2015, and to publish the classified on the Michigan Government Finance Officers Association (MGFOA) website at no cost.

New Business:

- The Treasurer/Comptroller reported on the Wayne County Tax Assessment and stated that County has to pay \$49,000,000 into their Pension System. As a result, the County is directing that 1.0192 mills be added to the July 2015 tax bill, per court order. Wayne County Commissioners vote on this matter next Tuesday.
- The City Attorney briefly discussed the Rivers and requested to contract Clark Hill to assist in a total amount not to exceed \$10,000.

Motion by Bryant, seconded by McConaghy, that the Committee-of-the-Whole recommend to City Council approval of a contract engaging Clark Hill to assist with operations of the Rivers, in an amount not to exceed \$10,000.

Motion carried by the following vote:

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

- The City Administrator discussed the recent Senior Coordinator vacancy effective next Friday. The Committee had no objections to filling the position at the same wage.
- The City Administrator stated interviews were conducted today to fill the vacant Public Safety Officer position created by a retirement.
- The City Administrator stated that Dispatcher Schwartz retired effective August and requested to fill the vacancy, which is a part-time position. There was a concurrence of the Committee to fill the vacancy.
- The City Administrator requested to fill a part-time union position if there is a vacancy caused by a shift in filling the full-time union position in the Building Department. There was a consensus of the Committee to fill a part-time union position if there is cause to fill a vacancy.

Motion by Granger, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 9:31 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk