

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, OCTOBER 6, 2014, 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  
City Attorney Chip Berschback  
City Clerk Hathaway

Mayor Novitke called the meeting to order at 7:05 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 **vacancy – Administrative Clerk II**. The City Clerk provided an overview. This is a union, permanent part-time (maximum 1,350 hours) position earning \$19.71 per hour or \$26,609 per year. The City Clerk did not request to fill the vacancy at this time and is planning to cover records management, voters registration, and supervising of the absent voter office with existing Clerk's staff. She is increasing the hours of the seasonal election staff in the absent voter office for the remainder of this election cycle to staff the office with a minimum of work workers at all times. Absent voter office staff earn \$9.50 per hour. Although there will be some flexibility in hours worked (more or less) based on absent voter activity, the total number of hours for all three seasonal staff people will total approximately 510 hours at a cost of \$4,845.00 plus a minimum of 12 hours over time.

The City Clerk stated that comparables for other Wayne County communities identify seasonal election workers are earning from \$10.00-\$17.00 per hour. Based on the years of training, knowledge of election law as it applies absent voting, experience, and attention to detail, the City Clerk recommended paying each of the three seasonal election workers a \$100.00 stipend at the conclusion of the election. The Clerk plans to train a fourth absent voter office staff person for future elections.

Following Committee discussion, it was reaffirmed that there was a consensus of the Committee that it is allowable for appointed officials to take compensatory time off, as

well as other salary staff, and that the City Clerk may pay the three seasonal election staff a \$100.00 stipend at the conclusion of the election.

Motion by Bryant, seconded by Granger, to remove this item 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

Motion by Granger, seconded by Ketels, that the meeting of the Committee-of-the-Whole be adjourned at 7:22 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk