

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, January 4, 2016
7:30 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA
6. MINUTES
 - A. Council 12/21/15
 - B. Historical Commission 11/12/15
 - C. Tree Commission 11/04/15
7. BIDS/PROPOSALS/
CONTRACTS
 - A. Employment Agreement:
 1. City Administrator – Tom Colombo
 - B. Contract: Grant Writer/ Funds Transfer
 1. Memo 12/22/15, w/attachment – Director of Public Safety
 2. Letter 12/16/15, w/attachment – KCB Resources LLC
 - C. Purchase: Fisher 8' Poly-Caster Electric Hopper Spreader
 1. Memo 12/16/15 – Director of Public Services
 - D. Purchase: Portable Water Trailer
 1. Memo 12/28/15 – Director of Public Services
8. RESOLUTIONS
 - A. Designation of Street Administrator
 1. Proposed Resolution
9. CLAIMS/ACCOUNTS
 - A. City Attorney
 1. Doñ R. Berschback
 2. Charles T. Berschback
10. NEW BUSINESS/PUBLIC COMMENT
11. ADJOURNMENT

Lisa Kay Hathaway, CMMC/MMC
City Clerk

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249.

<p>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</p>
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COUNCIL
12-21-15 - 147

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 21, 2015, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:36 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Granger, Koester, McConaghy, Shetler
Absent: Bryant, Ketels

Also Present: City Administrator Fincham
City Attorney Don Berschback
City Clerk Hathaway

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

Motion carried by the following vote:

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

The following Commission members were in attendance:

George McMullen, Board of Review/Local Officers Compensation Commission
Eric Reiter, Planning Commission
Jeff Profeta, Tree Commission

Council, Administration, and the audience Pledged Allegiance to the Flag.

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, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

The Mayor made the following appointments:

Beautification Commission with terms expiring 12/31/18:

1. Gloria Arslanian
2. Gerald Hilton
3. Dennis Hyduk
4. Erin Rozycki
5. Lisa Spreder

Community Tree Commission with terms expiring 12/31/18:

1. Joseph Backer
2. Tim Butler
3. Edward Gaffney

Historical Commission with terms expiring 12/31/18:

1. Shirley Hartert
2. Philip Whitman
3. Giles Wilborn

Planning Commission with terms expiring 12/31/18:

1. Michael Fuller
2. Douglas Hamborsky
3. Tonja Stapleton

Senior Citizens Commission:

1. Anne Marie Gattari - General Community Rep., 3-year term to expire 12/31/18;
2. Despina Kypros - Community Interest Group, 1-year term to expire 12/31/16;
3. Denise Motschall - General Community Rep., 3-year term to expire 12/31/18;
4. Joan Thornton - General Community Rep, 3-year term to expire 12/31/18;
5. Heidi Uhlig - SOC (Senior Group) Rep., 1-year term to expire 12/31/16.

Construction Board of Appeals with a term expiring 12/31/18:

1. Donald Morrissett.

Community Events Committee:

1. Jennifer Boettcher
2. Chris Fenton
3. Al Fincham

4. Victoria Granger
5. Tom Hauff
6. Robert E. Novitke – Chair
7. Richard Shetler Jr.
8. Tom Colombo
9. Bruce Smith

Motion by Granger, seconded by Shetler, that the City Council concur with the above Mayoral appointments.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler

No: None

Absent: Bryant, Ketels

The Mayor appointed the following Council Members to Commissions, Committees, Boards, and Organizations:

Beautification Commission	Granger
Citizens Recreation Commission	McConaghy
Community Tree Commission	Koester
Historical Commission	Bryant
Local Officers Compensation Commission	Bryant
Planning Commission	Ketels
Senior Citizens Commission	Shetler
Compensation & Evaluation Committee	Bryant/McConaghy/Novitke
Construction Committee	Granger/Shetler/Novitke
Finance Committee	McConaghy/Koester/Novitke
Mack Avenue Business Study Committee	Ketels/Novitke/Shetler (Also, Peter Ahee, Jennifer Boettcher, Dan Curis, Jeannie Kim-Allemon, Bill Matouk, John Vitale)
Public Relations Committee	Granger/Ketels/Novitke
Ad Hoc Public Safety Committee	Novitke/Granger/B. Smith
Grosse Pointe Chamber of Commerce	Novitke/Bryant

Motion by Granger, seconded by Shetler, that the City Council voice no objection to the above Mayoral appointments.

Motion carried by the following vote:

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

Following discussion regarding the **Grosse Pointe Woods Foundation**, there was a consensus of the City Council to appoint a City Council Liaison to the Foundation, that it be a Mayoral appointment, and that the position be rotated with a term to expire in one year.

The Mayor made the following appointment:

Grosse Pointe Woods Foundation	Bryant - Liaison
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Motion by Granger, seconded by Koester, that the City Council voice no objection to the above Mayoral appointment.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **appointments – Citizens Recreation Commission**, that the City Council appoint the following individuals with terms expiring 12/31/18:

1. Mark F. Miller
2. Michael Moore

Motion carried by the following vote:

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

Motion by, seconded by, regarding **appointments – Board of Review**, that the City Council appoint the following individuals:

1. Theresa Cerwin – Alternate, term to expire 01/01/19;
2. Shari Lombardo – Member, term to expire 01/01/18;
3. Jan Ryndress McLellan – Member, term to expire 01/01/18;
4. George McMullen – Member, term to expire 01/01/19;

5. Carolyn Nantroup – Member, term to expire 01/01/19;
6. Sandy Nelson – Member, term to expire 01/01/19.

Motion carried by the following vote:

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

There was a consensus of the City Council that Council Member Granger continue serving as the Council Representative on the **Pension Board**, as well as Mayor Novitke by virtue of his position.

Motion by Granger, seconded by Shetler, regarding **appointment – Grosse Pointes-Clinton Refuse Disposal Authority**, that the City Council appoint the following individual:

1. Tom Colombo – Representative.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **appointment – Wayne County Community Development Advisory Council**, that the City Council appoint the following individuals:

Wayne County Community Development Advisory Council	Koester - Representative
	Bryant - Alternate
	Colombo - Planning Committee

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **appointments – Southeastern Michigan Council of Governments**, that the City Council appoint the following individuals:

Southeastern Michigan Council of Governments	Bryant – Delegate
	Colombo - Alternate

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler

No: None

Absent: Bryant, Ketels

Motion by Granger, seconded by Shetler, that the following minutes be approved as submitted:

1. City Council Minutes dated December 7, 2015.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler

No: None

Absent: Bryant, Ketels

Motion by McConaghy, seconded by Granger, regarding **2016 Audit**, that the City Council concur with the Committee-of-the-Whole at their meeting on December 14, 2016, and accept the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2015.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler

No: None

Absent: Bryant, Ketels

Motion by Granger, seconded by Koester, that the following minutes be approved as submitted:

1. Committee-of-the-Whole minutes dated December 14, 2015.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Shetler, regarding **Perch Derby expenses**, that the City Council concur with the recommendation of the Citizen's Recreation Commission at their meeting on October 13, 2015, and approve an amount not to exceed \$2,000.00 for expenses to hold the 2016 Perch Derby, funds to be taken from the Citizen's Recreation Commission Account No. 101-105-880.200.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **Applications for Permit/License – Solicitors**, that the City Council approve the applications of Amanda Johnson from AT&T Premium Advantage and Daniel Gould from Iowa Steak Co. for a Permit/License to Solicit.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Legal Proceedings: Matthew R. Willson v City of Grosse Pointe Woods**, that the City Council refer this lawsuit to the City Attorney for further processing.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Conference: Michigan Association of Municipal Clerks**, that the City Council approve the City Clerk's request to attend the 2016 Master Academy being held at the Comfort Inn and Convention Center in Mount Pleasant, MI, from Tuesday, March 29, 2015, through Thursday, March 31, 2015, in an amount to exceed \$945.00, funds to be taken from Account No. 101-215-958.001.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Monthly Financial Report**, that the City Council refer this item to the Finance Committee.

Motion carried by the following vote:

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

There was a consensus of the City Council to defer Items 9A – **Employment Agreement: City Administrator Tom Colombo** and 9C - **Agreement for Legal Services – Don R. Berschback** until the next Council meeting on January 4, 2016.

Motion by Shetler, seconded by McConaghy, regarding **Consulting Agreement: Alfred J. Fincham**, that the City Council approve the Consulting Agreement for Alfred J. Fincham to serve as a Consultant commencing January 19, 2016, for a minimum three months, which may be extended an additional three months, and to authorize the Mayor to sign said contract.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Second Reading: An Ordinance to Amend Chapter 50 Zoning, Sec. 50-526 Accessory Buildings, By Adding Requirements for Permits, Concrete Slabs and Ratwalls**, that the City Council approve this proposed ordinance as presented making it effective 20 days after its enactment, and to authorize the City Clerk to publish by title of the final adoption in the Grosse Pointe News.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Labor Attorney**, that the City Council approve the following statement dated December 1, 2015:

1. Labor Attorney Keller Thoma - \$621.22.

Motion carried by the following vote:

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

Hearing no objections, the following items were heard under New Business:

- The City Administrator discussed a donation received from the Edsel & Eleanor Ford Estate in the amount of \$5,000.00, which is to be utilized for Lake Front Park. Administration is sending a letter of thanks.
- Council Member Granger spoke regarding legislation prohibiting a municipality's ability to provide explanations for ballot proposals. The City Attorney was asked to review the bill.

Motion by Granger , seconded by Shetler , to adjourn tonight's meeting at 8:07 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway, City Clerk

Approved by Commission 12-10-15

City of Grosse Pointe Woods Historical Commission Minutes
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236
Conference Room at City Hall
November 12, 2015

RECEIVED 6B

DEC 07 2015

CITY OF GROSSE PTE. WOODS

1. **Call to Order**

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:40 p.m. by Chairperson Phil Whitman.

2. **Roll Call**

Present: Mary Kaye Ferry, Shirley Hartert, Suzanne Kent, Lynne Millies, Sean Murphy, John Parthum, Becky Veitengruber, Phil Whitman

Also Present: Council Representative Art Bryant

Unexcused: Del Harkenrider, Giles Wilborn

3. **Approval of Agenda**

Motion by Millies, seconded by Kent, to approve the agenda, for November 12, 2015, as amended. Ayes: all. Motion carried.

4. **Approval of Minutes**

Motion by Hartert, seconded by Ferry, to approve the October 8, 2015 minutes, as presented. Ayes: all. Motion carried.

5. **Items**

A. Report of Treasurer: Parthum reported that the balance of the commission is \$1,712.00 and the balance of Cook Schoolhouse Project is \$5,128.00.

B. Cook Schoolhouse Project

The October 11th Open House had 37 visitors, and \$15 was received in donations.

C. Commission Membership

There is one vacancy on the commission.

D. MORSA Hosting

Ferry spoke with MORSA Representative and the rep will be coming to GPW on Thursday, December 10th, to meet with available commission members and see the schoolhouse and Ford Estate.

6. **New Business**

Veitengruber invited City Clerk, Lisa Hathaway to the January Historical Commission meeting. (7:00 p.m. start time, requested by Hathaway.)

7. **Public and Commissioner Comments**

A. No public comment at this time.

B. Commission comments: Kent invited the commission members to the Harper Woods Public Library on November 16th at 6:30 p.m. for a lecture presented by the Yankee Air Museum.

8. **Adjournment**

The meeting adjourned at 8:27 p.m.

Respectfully submitted:
Becky Veitengruber, Secretary

***The next meeting of the Grosse Pointe Woods Historical Commission will take place on
December 10th, 2015 at 7:30 p.m. in the Conference Room at City Hall, 20025 Mack Plaza Drive,
Grosse Pointe Woods, MI 48236***

Approved by Commission
12-2-15

RECEIVED 6C

NOV 25 2015

GROSSE POINTE WOODS TREE COMMISSION CITY OF GROSSE PTE. WOODS
Meeting Minutes of November 04, 2015

Chairman, Stephen Chan, called the meeting to order at 7:31 p.m.

Present: Rogers, Chan, Backer, Greening, Koester (Council Representative), Laura Gaskin, Gaffney, Groschner and Butler.

Absent: DiCicco, Pegg and Profeta.

Guest: George A. McMullen.

Approval of the Agenda for the meeting of November 04, 2015.

Motion by Groschner and seconded by L. Gaskin to approve the agenda as presented. All members present approved the motion.

Approval of the meeting minutes of October 07, 2015

Motion by Groschner and seconded by Backer to approve the minutes as presented. All members present approved the motion.

Treasurer's Report: 10/30/15.

Cash Reserves as of 07/01/15	\$12,103.18
Donations thru 10/31/15	0
Expenses thru 10/31/15	0
Balance:	\$12,103.18

Balance carries forward.

Council Approved Budget	
Budget as of 07/01/15	\$1,633.00
Expenses thru 10/31/15	0
Invoice for 350 Red Maple	
T. seedlings are being processed.	
Remaining thru 06/30/16	\$1,633.00

Balance does not carry forward.

Council approval required for expenditures.

Old Business:

Council approved our request to purchase 350 Red Maple tree seedlings for our 2016 Arbor Day program and the appointment of Dr. Timothy Butler as a member of the Community Tree Commission.

Dr. Butler has agreed to serve as the Treasurer for the Community Tree

Commission and the Council is requested to approve him for this position along with the other officers listed in our meeting minutes of October 07, 2015.

Koester obtained tree planting stakes, City zone maps, and the list of 43 locations where trees are to be planted this fall and tree planting guidelines from the Public Service department. These materials were distributed to the commission members who were advised to begin the placement of the planting stakes as soon as possible.

Chan will check with the department of Public Services on the status of our application for the "Tree City USA" award.

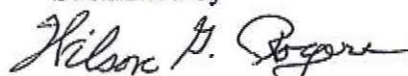
Memorial tree for George Malley: Since Tree Commission does not have budgeted funds to purchase a tree and marker, Gaffney made a motion and seconded by Gaskin that the Council obtain the necessary funds to purchase a tree and a marker for George Malley's service on the Tree Commission. All Members present approved the motion.

New Business:

Greening exhibited the growth of a Swamp Oak (2015 Arbor Day tree seedling) and it had grown nearly four feet. He will check with the department of Public Services to see if they can find a home for the tree.

Adjournment: 8:22 pm. Motion by Gaskin and seconded by Backer that the meeting be adjourned. All present approved the motion.

Submitted by



Wilson G. Rogers
Secretary (313) 886-7660

City of Grosse Pointe Woods
INTERIM CITY ADMINISTRATOR
EMPLOYMENT AGREEMENT

THIS AGREEMENT, signed this ____ day of January, 2016, by the CITY OF GROSSE POINTE WOODS, State of Michigan, a municipal corporation, hereinafter called the "City", and THOMAS COLOMBO hereinafter called "Colombo" both of whom agree as follows:

WITNESSETH:

WHEREAS, the City currently employs the services of Colombo as City Assessor of the City of Grosse Point Woods as provided by the City Charter, Code and state law; and,

WHEREAS, it is also the desire of the parties to have Colombo serve as Interim City Administrator of the City of Grosse Pointe Woods effective January 19, 2016; and,

WHEREAS, Colombo will continue to serve as the City Assessor during the duration of this agreement; and,

WHEREAS, Colombo agrees to the terms and conditions of this Employment Agreement as Interim City Administrator; and,

WHEREAS, this Employment Agreement by its specific terms excludes some of the fringe benefits normally applicable to other full time W-2 employees of the City.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1 – DUTIES:

City agrees to employ Colombo as Interim City Administrator of said City to perform the functions and duties which are expressed and implied in the Charter and/or Code of the City of Grosse Pointe Woods and all those other functions and duties which are implicit by virtue of the nature of his office. Colombo shall also perform such other legally permissible and proper duties and functions as the City Council, the City Code, and the City Charter shall, from time to time, assign.

Colombo shall also perform the duties as outlined in his current contract as City Assessor during the duration of this agreement.

Section 2 – SALARY:

A. During the duration of this agreement, the City agrees to pay Colombo at the rate of an annual base salary of One Hundred Fourteen Thousand Five Hundred Eight Two (\$114,582.00) Dollars, payable on a monthly base salary of Nine Thousand Five Hundred

Seventy One (\$9,571.00) Dollars effective January 19, 2016 payable in installments at the same time as other employees of the City are paid. Said salary shall include the duties as Interim City Administrator and City Assessor.

B. During the term of this Agreement, Colombo shall be considered a W-2 wage earner.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to adjust salary in response to annual budget considerations.

Section 3 – TERM:

- A. The term of this Agreement shall be effective from January 19, 2016 until July 3, 2016 unless otherwise extended or modified by the City Council.

Colombo shall be employed on an at will status as Interim City Administrator to perform the functions and duties of the position as required by the Code and Charter. He shall also perform such duties and functions as the City Council may, from time to time, prescribe. He shall serve at the pleasure of the City Council and be subject to removal by the City Council at any time with or without cause.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of Colombo with or without cause, with or without notice, at any time.

- B. Colombo shall be employed on an AT-WILL BASIS as City Administrator to perform the functions and duties of the position as required by the Code and Charter.
- C. THERE SHALL BE NO EXPECTATION OF RENEWAL OR EXTENSION OF THIS AGREEMENT UNLESS MUTUALLY AGREED UPON IN WRITING BY BOTH PARTIES.
- D. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Colombo to resign at any time from his position as Interim City Administrator of the City. However, Colombo shall be required to provide thirty (30) days written notice to the City prior to his resigning.
- E. Colombo agrees to remain the exclusive employee of the City and neither to accept other employment nor to become employed by any other employer thereafter as long as he remains in the employ of the City.

Section 4 –FRINGE BENEFITS:

Under this Agreement, the City reserves the right to reduce or modify any fringe benefit should it determine same to be necessary, desirable or appropriate. Under this Agreement, Colombo only qualifies for the following fringe benefits:

- A. Contribution to Deferred Compensation Plan: In lieu of any pension benefits, ICMA-RC457 or 401a or an equivalent plan in an amount equal to eight (8%) percent of Colombo's salary during the contract period.

Colombo agrees to execute any waiver and release from liability in favor of City for payments made to any deferred compensation plan as is required from all employees participating in such programs.

- B. Colombo shall be afforded the opportunity of exercising his "opt-out" sum if he elects to opt-out of the health coverage as provided by the City. Said "opt-out" monies shall be pro-rata based on the provisions of this contract and its duration.
- C. Colombo shall be entitled to vacation leave, with pay, at the rate of five (5) working days from January 19, 2016 through July 3, 2016.
- D. All Family Medical Leave Act (FMLA) provisions under the current law.

Section 5 – OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

- A. Colombo's scheduling of time at work at municipal facilities, meetings and events is expected to be without maximum limitation and shall meet the needs of the City, its businesses and inhabitants.
- B. The minimum workweek shall be 40 hours and there shall be no added compensation for hours worked longer than 40 hours per week.
- C. The City shall be Colombo's sole and exclusive employer except as provided herein and except as may be approved by the City Council.
- D. During the term of this contract, the City may establish evaluation criteria, procedures and timetables. This evaluation program is subject to approval by City Council.
- E. There shall be no City car furnished nor any car allowance.
- F. It is agreed and understood that, except for the duties of Colombo under the City Assessor's contract dated July 2014, all other provisions inconsistent with this agreement are null and void.

Section 6 –GENERAL PROVISIONS:

- A. This is the entire Agreement between the parties except as provided under the contract with Colombo as the City Assessor. This Agreement supercedes any and all other Agreements or contracts, either oral or written between the parties.

- B. Notices pursuant to this Agreement shall be deemed given if served personally in the same manner as is applicable to judicial practice or if deposited in the custody of the United States Postal Service, postage prepaid addressed as follows:

(1) City Clerk
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236.

(2) Thomas Colombo
46373 Sawyer Lane
Macomb Township, MI 48044

- C. The parties acknowledge that both the City and Colombo have drafted this Agreement and have had the opportunity to have the Agreement reviewed by counsel.
- D. If any provisions, or any portion thereof, contained in this Agreement are held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full effect.

IN WITNESS WHEREOF, the parties have signed this Agreement below.

CITY OF GROSSE POINTE WOODS

THOMAS COLOMBO

Dated: _____, 20____

By: ROBERT E. NOVITKE

Its: Mayor

Dated: _____, 2016

APPROVED FOR SIGNATURE:



DON R. BERSCHBACK, City Attorney

Dated: December 29, 2015



CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY

BRUCE J. SMITH, Director

20025 Mack Plaza

Grosse Pointe Woods, MI 48236-2397



To: Alfred Fincham, City Administrator

From: Bruce Smith, Public Safety Director

Date: December 22, 2015

Subject: **Budget Amendment Request: Contract with Specialist Karen Brown to prepare application for FEMA Assistance to Firefighters Grant**

As you are aware, the Public Safety Department's Self-Contained Breathing Apparatus Equipment (SCBA) is 25 years old. It is reaching the end of its useful life and will need to be replaced. This is essential life safety equipment for our officers when engaging in firefighting activities. The SCBA consists of a harness, regulator, air bottle, and face piece. Along with their helmet, boots and turnout gear, the SCBA protects the firefighter from flames, heat, and toxic gases. The SCBA equipment is mounted on the fire apparatus and in the trunks of the patrol cars. Additional spare bottles are carried on the trucks.

This equipment is tested annually. This past fall the air bottles were tested and five bottles were removed from service for failing the testing. Several were removed during the last testing period. The harnesses themselves are also showing their age after 25 years of service.

This equipment must be replaced in whole when changing due to the training of the firefighters and the incompatibility of the existing equipment with the new. When our portable radios are being replaced, we were able to buy some each year until they are all replaced. This cannot be done with the SCBA equipment. We have obtained a recent quote for the replacement of this equipment in November of 2015. The cost for this equipment was \$101,635.00 as furnished by Apollo Fire Equipment Company. A copy of this quote is attached. This represents a major investment by the City to replace this equipment. There is a grant funding source for this equipment. The Federal Emergency Management Agency sponsors the Assistance to Firefighters Grant Process annually and that process is currently underway.

The Department has made two recent attempts to obtain this equipment via the FEMA grant process and was turned down on both occasions. Experience has proven that it is often advantageous to employ the assistance of a person experienced in such grant writing to improve the department's chances of being awarded a grant. When I worked in Oak Park, we employed a grant writer who was successful in obtaining a grant for four Public Safety Departments to obtain new SCBA equipment. Previous attempts by in-house personnel also proved to be unsuccessful.

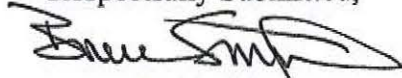
After returning from the IACP Conference this past fall, I met Ms. Karen Brown who has been writing grants for the Detroit Police and Fire Departments since 2012. Prior to that time, she worked in the private sector writing grants. When asked, she said that she would be interested in working with our department to write a grant for the needed SCBA Equipment. She sent her resume and a proposal to assist our department in the current grant period at a cost not to exceed \$6,000.00; billing at a rate of \$75.00 per hour. This grant period opened on November 30, 2015 and grant applications are due January 15, 2016. Ms. Brown said she would be able to complete the application in time to be submitted on January 15.

I would like to request that an amendment to the 2015-2016 fiscal year budget in the amount of \$6,000.00 be made to increase the amount of the 101-339-818.000 Contractual Services – Fire Services fund be made to cover the grant writing service. The funds would need to be taken out of the General Fund.

Under the FEMA Grant stipulations, the local match for a city with the population of Grosse Pointe Woods, (under 20,000) falls in the tier of a 5% local match. With an estimated cost of \$100,000.00, our match would be \$5,000.00. The City is not obligated to accept the grant if one would be awarded.

This equipment is vital to the fire operations of the Public Safety Department. The equipment is near the end of its service life. One of FEMA's requirements for SCBA is that the existing equipment must be at least ten years old and ours is more than double that requirement. I am recommending this proposal to assist the department in preparing the grant application be strongly considered as there is much to gain.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Bruce Smith", written over a horizontal line.

Bruce Smith, Director



12584 Lakeshore Dr.
Romeo, MI 48065

Phone: (800) 626-7783 • Fax: (586) 752-6907 • E-mail: apollo@apollofire.com • www.apollofire.com

NOVEMBER 25, 2015

ATTN: LT. JOHN KOSANKE
GROSSE POINTE WOODS DPS

DEAR LT. KOSANKE,

WE ARE PLEASED TO QUOTE YOU ON THE FOLLOWING MSA EQUIPMENT:

QTY.	DESCRIPTION	PRICE EA.	TOTAL
15	MSA 4500 PSI G1 NFPA 2013 SCBA #G1FS422MA2C0LAA G1 HARNESS WITH CHEST STRAPS, METAL CYLINDER BAND, AIR CYLINDER QUICK DISCONNECT, ADJUSTABLE SWIVELING LUMBAR PAD, SOLID COVER 2 nd STAGE REGULATOR WITH CONTINUOUS HOSE, SPEAKER MODULE LEFT SHOULDER, CONTROL MODULE RIGHT SHOULDER.	4,475.00	67,110.00
30	MSA 4500 PSI 45 MINUTE LO PROFILE AIR CYLINDER	795.00	23,850.00
30	AIR CYLINDER QUICK DISCONNECT ADAPTOR #10149702-SP	35.00	1,050.00
35	MSA G1 FACEPIECE (SMALL, MEDIUM, LARGE) WITH NOSE CUP, 4 POINT HEAD HARNESS PULL, NECK STRAP	275.00	9,625.00

QUOTE IS FOR GRANT WRITING AND BUDGETARY PURPOSES

TERMS: NET 30 DAYS

F.O.B.: DELIVERED

THANK YOU FOR THE OPPORTUNITY TO QUOTE ON YOUR DEPARTMENT NEEDS.

PLEASE CONTACT US IF YOU NEED ANY ADDITIONAL INFORMATION.

SINCERELY,

TERRY EMERICK
MSA SPECIALIST



Resources LLC

(313) 657-1777 • 20050 Renfrew • Detroit, MI 48221

Karen C. Brown, President

12-16-2015

Chief Bruce J. Smith
Public Safety
20025 Mack Plaza
Grosse Point Woods, MI 48236

Re: Proposal for 2015 AFG Grant Preparation

Dear Chief Smith:

Thank you for the opportunity to provide you a quote for preparing your 2015 Assistance to Firefighters Grant application. In order to prepare a successful application on behalf of your department, your staff will need to supply me with the anticipated cost of the equipment to be procured, information about your fire department's size, budget, run data, and other supporting documentation.

I can prepare the grant for an amount not to exceed \$6,000, and will make every attempt to come in under that amount. Services, including meetings and phone consultation, will be billed at \$75 per hour.

I've attached a copy of my resume, and a list that highlights some of the successful grant applications that I've prepared on behalf of other cities. Please don't hesitate to contact me (brownkc50@gmail.com) if you need additional information.

Sincerely,

A handwritten signature in dark ink, appearing to be 'KC Brown', written over a light blue horizontal line.

Karen C Brown
President

Karen C. Brown

20050 Renfrew
Detroit, MI 48221

(313) 864-9337 (h)
(313) 657-1777(m)
brownkc50@gmail.com

Objective: Project management or fund development responsibility in a major community driven initiative.

Summary: A 30-year track record demonstrating consistent success in a progressive variety of leadership, managerial and development positions.

Major Professional Responsibilities

Independent Consultant, KCB Resources LLC (3/09-present): Secured over \$85 million in grants for the City of Detroit's Fire, Police, General Services Departments and its Building Authority. Provide program planning, research, grant writing and grant management for the Detroit Public Safety Foundation and other local non-profits. Served as the interim coordinator of Detroit's Youth Violence Prevention Initiative.

Adjunct Faculty, University of Detroit Mercy, Masters in Community Development Program (9/06—present): Co-teach introductory Organizational Development class. Teach grant writing seminars.

Executive Director, Creekside Community Development Corp. (2/05-2/10): Led the development of a strategic plan; created organizational systems and policies. Managed a partnership that constructed 45 new homes. Organized volunteer efforts to plant 600 trees, create 5 community gardens and a recycling program. Creekside was selected as "The 2006 One to Watch" and for the "2007 Outstanding Leadership Award" by Community Development Advocates of Detroit and Detroit LISC.

Consultant, Skillman Foundation (2/05-7/05): Worked on a team that conducted a series of neighborhood scans, leading to the development of Skillman's Good Neighbors funding strategy for Detroit neighborhoods.

Senior Program Officer, Funders' Collaborative at Detroit LISC (4/99-11/04): Managed a five-year collaboration among 18 foundations, corporations and 20 community development corporations. Created an outcomes-based grant making framework for a \$15 million program that focused on real estate development.

Program Officer, Neighborhood Partnership Academy at Detroit LISC (1/98-4/99): Managed training program that strengthened the capacity of more than 25 community development corporations and other non-profit corporations in Detroit's Empowerment Zone.

Deputy Director for Operations, Warren Conner Development Coalition (10/95-12/97): Managed all financial, administrative, personnel and real estate development programs for a community development corporation with 40 staff and \$2.8 million budget.

Economic Development Director, Warren Conner Development Coalition (1/93-

9/95): Developed and managed commercial real estate. Led the creation of the Eastside Industrial Council.

Executive Director, WARM Training Center (2/90-1/93): Created a worker -owned construction cooperative. Developed and implemented a plan to refocus mission from cooperative business development to technical assistance and training for local housing development corporations. Stabilized finances and positioned WARM for future growth.

General Manager, Cass Corridor Food Cooperative (10/81-2/90): Managed consumer-owned natural foods store with annual gross sales of \$750,000. Planned and implemented a successful move and expansion in 1986, with subsequent 50% sales growth and return to profitability.

1975-1981: Held a variety of positions producing newsletters, manuals and slide shows for non-profit organizations to strengthen their educational programs.

Education and professional development

University of Detroit, Bachelor of Arts *summa cum laude*, 1975 (Philosophy/Pre-Law Major). Student Dean, Honors Program; Managing Editor, *Varsity News*

Certifications earned from the Pratt Institute in Community Economic Development, MSHDA/CEDAM in Real Estate Development, and the University of Wisconsin in Cooperative Management

Awards and Recognitions

- Spirit of Detroit Award, Detroit City Council, June 2009
- Coleen Gragen Award of Inspiration, National Women's Marital Arts Federation, 2003.
- *People Who Make a Difference*, University of Detroit-Mercy Alumni award, 2001
- Outstanding Retail Manager, Michigan Federation of Food Cooperatives, 1988-89

Professional Affiliations: Have served in leadership roles on twelve non-profit boards and other advisory committees. Details available upon request.

Selected Volunteer Activities

- Board of Directors, Ruth Ellis Center. Treasurer, 2004-06, Vice Pres. 2006-2012
- Grants Committee, HOPE Fund, Community Foundation for Southeastern Michigan, 2004-present
- Greenacres Detroit Radio/CB Patrol volunteer and Board September 2005-present
- Treasurer, Board of Directors, National Women's Martial Arts Federation, 1998-01.
- Founding Board member, Women's Justice Center, Detroit, 1975-78.
- Founding member, Amnesty International Detroit Chapter, 1975-79.

Hobbies

- Ai Mute Shotokan Karate, fourth degree black belt, instructor
- Birdwatching

Examples of grants prepared by Karen C. Brown, KCB Resources LLC

Detroit Fire Department

- 2012 FEMA SAFER (Hiring) \$22,455,282 Fill 108 firefighter positions
- 2013 FEMA SAFER (Hiring) \$24,206,364 Fill 150 firefighter positions vacated due to attrition
- 2014 Fire Prevention and Safety \$349,776 Smoke detectors and educational materials
- 2014 Assistance to Firefighters regional grant: \$999,791 Burn tower simulator

Hamtramck Fire Department

- 2012 FEMA SAFER (Hiring) \$3,112,920 Prevented 12 firefighter lay-offs

Examples of other federal grants

Detroit Police Department US DOJ grants

- 2015 Body Worn Camera grant \$1,000,000 purchase body worn cameras
- 2015 COPS Hiring grant-- \$1.8 million to hire 15 officers
- 2015 Encourage to Arrest-- \$720,000 to increase capacity to address domestic violence
- 2012 Community Based Violence Prevention grant \$1.5 million for Ceasefire Detroit

Detroit General Services Department

- 2011 Energy Conservation Block Grant \$8 million to improve energy efficiency of city-owned buildings

MEMO 15 - 41

TO: Alfred Fincham, City Administrator

FROM: Joseph J Ahee, Director of Public Services *JA*

DATE: December 16, 2015

SUBJECT: Purchase – Fisher 8' Poly-Caster Electric Hopper Spreader

I have received the following quotes to provide and install a Fisher 8' 1.8 Yard Capacity Poly-Caster Electric Hopper Spreader to be used for salting the roads and parking lots in Lake Front Park. This spreader will replace a 2006 steel gas engine Fisher spreader at Lake Front Park that is not in working condition, is rusted out, and cannot be repaired.

NBC Truck Equipment Inc.	\$6,630.00
Joint Clutch & Gear Service Inc.	\$6,967.75
JCL Snow Plows	\$7,170.00

No further benefit would accrue to the city by seeking additional bids. Therefore, I recommend that we purchase one Fisher 8' 1.8 Yard Capacity Poly-Caster Electric Hopper Spreader to be used for salting the roads and parking lots in Lake Front Park for \$6,630.00 from NBC Truck Equipment Inc., 28130 Groesbeck Highway, Roseville, MI 48066. This is a budgeted item included in the 2015/2016 fiscal year budget in the amount of \$9,000.00 in general ledger account 640-852-977.799.

If you have any questions concerning this matter please contact me.

c.c. Dee Ann Irby
O/F

Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.

A. Fincham

Alfred Fincham, City Administrator

12-28-15

Date

DA Irby

Dee Ann Irby, City Treasurer/Comptroller

12-29-15

Date

Council Approval Required

MEMO 15 - 42

TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Director of Public Services
DATE: December 28, 2015
SUBJECT: Purchase – Portable Water Trailer

A bid request to supply one Magnum Model MWT500 Portable Water Trailer or equal to the Department of Public Works was posted on the Michigan Intergovernmental Trade Network (MITN) website on November 23, 2015 and the "Invitation to Bid" was forwarded to 78 companies. It was also advertised in the Grosse Pointe News. Bids were received from the following companies.

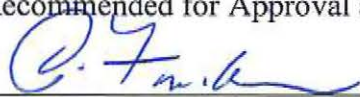
Power Cleaning Systems, Inc.	\$7,165.00
Portable Air Enterprises, Inc.	\$7,895.00

Power Cleaning Systems submitted a bid for an alternative model MITM MWT-0510-2MHD portable water trailer with specifications that will meet the needs of the city in safety, quality, performance and standardization. The portable water trailer will hold 510 gallons of water. It is used for tasks including watering city flowers in spring and summer, power washing when a water source is not available, and street clean up following water main break repairs and road construction. This unit will replace a 1989 SDI portable water tank with a blown motor for which parts are no longer available. Therefore, I recommend that we purchase one MITM MWT-0510-2MHD portable water trailer from Power Cleaning Systems, Inc., 46892 West Road, Suite 102, Novi, MI 48377 at a price of \$7,165.00. This is a budgeted item included in the 2015/2016 fiscal year budget in the amount of \$8,000.00 in general ledger account 640-852-977.599.

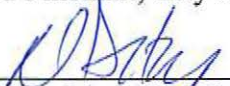
If you have any questions concerning this matter please contact me.

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:


Alfred Fincham, City Administrator

12-28-15
Date


Dee Ann Irby, City Treasurer/Comptroller

12/28/15
Date

Council Approval Required

RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.

MAIL TO: Michigan Department of Transportation, Financial Operations
Division, P.O. Box 30050, Lansing, MI 48909.
or Fax to: 517-373-6266

NOTE: Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner _____

offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate Tom Colombo

City Administrator as the single Street Administrator for the City or Village of

Grosse Pointe Woods in all transactions with the State Transportation Department
as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner _____

Yeas _____

Nays _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting
of the governing body of this municipality on the _____ day of
January, 2016

CITY OR VILLAGE CLERK (SIGNATURE)	EMAIL ADDRESS <u>lhathaway@gpwmi.us</u>	DATE <input checked="" type="checkbox"/>
STREET ADMINISTRATOR (SIGNATURE)	EMAIL ADDRESS <u>tcolombo@gpwmi.us</u>	DATE
ADDRESS OF CITY OR VILLAGE OFFICE <u>20025 Mack</u>	P.O.BOX	
CITY OR VILLAGE <u>Grosse Pointe Woods</u>	ZIP CODE <u>48236</u>	PHONE NUMBER <u>(313) 343-2440</u>

DON R. BERSCHBACK
 ATTORNEY AND COUNSELOR AT LAW
 24053 JEFFERSON AVENUE
 ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
 FAX (586) 777-0430
 E-MAIL donberschback@yahoo.com
 December 29, 2015

OF COUNSEL
 CHARLES T. BERSCHBACK

Skip Fincham, City Administrator
 City of Grosse Pointe Woods
 20025 Mack Plaza
 Grosse Pointe Woods, MI 48236

RE: December 2015 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
12.1.15	Work on CC and COW items and excavation project (1.00)	1.00
12.2.15	Attendance at Municipal Court and follow up and review of warrants (1.75); TCs regarding City Administrator's Contract (.25); C & E and contractual and audit work (1.00)	3.00
12.3.15	Work on CC and COW matters (1.00)	1.00
12.7.15	All TC, emails, dictation, research and review of CC agenda items (2.50); attendance at CC meeting (2.25)	4.75
12.8.15	Follow up on CC and COW items (1.00)	1.00
12.9.15	Attendance at Municipal Court and follow up on criminal matters (1.50); meeting with T Colombo and finalization of Interim City Administrator Agreement (1.25)	2.75
12.11.15	Review of contracts re. Council matters (1.00); TCs re. Fireworks Committee (.25)	1.25
12.17/18.15	Contractual matters, TCs and emails (2.00);	2.00
12.21.15	Review of weekend packet, preparation for CC meeting and attendance at CC meeting (1.75)	1.75
12.28.15	Review of weekend packet and work on CC and COW items (1.25); FOIA (.25); outside litigation (.50)	2.00
12.29.15	Meeting with DAI on personal issues and follow up (.50); file reviews re. ongoing City issues (1.00)	1.50

DRB = 22.00 hours x \$160.00 \$ 3,520.00
 BALANCE DUE: \$ 3,520.00

<u>Breakdown</u>	General	18.75 hours
	Municipal Court	3.25 hours
	Bldg/Planning Comm.	0.00 hours
	MTT	0.00 hours

TC - Telephone

CTB - Charles T. Berschback

DRB - Don R. Berschback

DAI - DeeAnn Irby

GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority

LKH - Lisa K. Hathaway

CC - City Council

PC - Planning Commission

C&E - Comp and Eval

GT - Gene Tutag

CEW-Conference of Eastern Wayne

SF - Skip Fincham

LFP - Lakefront Park

MTT - Michigan Tax Tribunal

CHARLES T. BERSCHBACK

ATTORNEY AT LAW
24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

December 29, 2015

Alfred "Skip" Fincham
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: December Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
12.1.15	Review of revised AT&T offer to renew cell towers lease; email to department heads and M. Watza (.50); FOIA/HIPPA research, TCs (.50)	1.00
12.3.15	TC GT, draft of Construction Deadline Agreement for Huntington property (.50)	0.50
12.4.15	RL; call with attorney for Russell, call with Joe A. and SF; review of document request (.50); review of vendor license ordinance(.25)	0.75
12.5.15	Review of all pending files, summary for City Administrator (1.25); TC GT, finalized agreement for Huntington property construction deadlines (.25); TC M. Watza, email on AT&T matters (.25)	1.75
12.8.15	Review of Municipal Court docket, calls with witnesses, attorneys, victims; review of warrants, meeting with Bruce Smith on procedural matters, call with Wayne County Prosecutor (2.00)	2.00
12.9.15	Municipal Court a.m. docket; p.m. docket in GPF, follow up emails and calls (4.00); all calls and emails on 5066 Wayburn; draft of motion to set aside Judgment of Forfeiture (1.50)	5.50
12.10.15	Continued work on 5066 Wayburn, calls, work on motion and proposed Order (1.50); review of MIOSHA agreement (.25)	1.75
12.11.15	RL research and work on file (3.00); research on copyright law, review of materials (1.50); continued review of Wayburn matter (.25)	4.75
12.14.15	Work on drone ordinance (1.75); work on FOIA lawsuit (.25)	2.00

12.15.15	Review of entire FOIA lawsuit file, research and draft of answer to complaint (4.50)	4.50
12.16.15	Work on FOIA suit, meeting with LH and Tom C (3.00); calls on RL (.25)	3.25
12.17.15	Review of warrants, meeting with Det. Bur. (.50); work on FOIA suit (1.00); work on AT&T Milk River matters (1.00); review of Planning issue, research re: parking 20902 Mack, Rickel proposal, calls (1.00); work on RL motion to dismiss, research on Probate Court jurisdiction (.50)	4.00
12.18.15	Review of AT&T file, finalized letter (.25); research on RL (.50); TC Municipal Court matters (.25)	1.00
12.21.15	TC SF, GT, finalized AT&T letter, TCs and email on parking lot issue (.25); review of Municipal Court docket (.25); RL research (.50)	1.00
12.23.15	Municipal Court a.m. docket; warrants review(2.25); calls on RL, preparation of Order (.25); TC LH; TC DV victim (.25)	2.75
12.28.15	All calls and emails on AT&T screening (.50)	0.50

CTB = 37.00 hours at \$145.00 per hour \$ 5,365.00
TOTAL DUE: **\$ 5,365.00**

TC - Telephone	GT - Gene Tutag
SF - Skip Fincham	LH - Lisa Hathaway
JM - Julie Moore	Det. Bur. - Detective Bureau
DAI - DeeAnn Irby	PC - Planning Commission
M/C - Mayor and Council	TT - Tax Tribunal
	DV - Domestic Violence

Breakdown

General	27.50 hours
Municipal Court	9.50 hours
Building/Planning Commission	0.00 hours
Tax Tribunal	0.00 hours