

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JANUARY 22, 2024, IN THE COUNCIL CHAMBERS/COURTROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE POINTE WOODS, MICHIGAN.

Mayor Bryant called the meeting to order at 7:16 p.m.

PRESENT: Mayor Bryant  
Council Members: Brown, Gafa, Granger, Koester, McConaghy, Vaughn  
ABSENT: None

Also Present: City Administrator Schulte  
Assistant City Administrator Como  
City Attorney Walling  
Treasurer/Comptroller Murphy  
City Clerk Antolin  
Deputy Treasurer/Comptroller Schmidt  
Director of Public Services Kowalski  
City Engineer Wilberding

**Motion** by McConaghy, seconded by Granger, 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: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
No: None  
Absent: None

The first item discussed was regarding **Lake Front Park – Main Pool Liner Replacement**. Director of Public Services Kowalski, in his memo dated January 12, 2024, stated that the current main pool liner is 16 years old and is pulling away from the walls causing significant water loss. The purchase of the polyvinyl chloride liner was budgeted for FY 2024-2025. Due to a shortage in polyvinyl chloride and a six-month lead time, the liner needs to be purchase immediately in order to have it installed after Labor Day. This will require a budget amendment.

Administration answered questions from the Committee-of-the-Whole regarding the budget amendment, timing of the project and pool lighting.

There was a consensus of the Committee-of-the-Whole to place this item regarding **Lake Front Park – Main Pool Liner Replacement** on the next City Council agenda and recommend that City Council approve the immediate purchase of the polyvinyl chloride liner and authorize a budget amendment.

The next item discussed was regarding the **Complete Distribution System Materials Inventory (CDSMI)**. City Engineer Wilberding provided an overview stating that water suppliers must submit an inventory of all service lines to customers to meet requirements from the Department of Environment, Great Lakes and Energy (EGLE) in line with the Lead and Copper Rule Revisions (LCRR). It was stated that 367 random samples will be taken from the community. The original deadline to submit the CDSMI was January 1, 2025, but was accelerated to an effective compliance date of October 16, 2024.

In order to comply with the new deadline, the city must move forward with this project. This is not a budgeted item in the FY 2023-2024 budget and will require a budget amendment from the water/sewer fund balance.

Administration and City Engineer Wilberding answered questions from the Committee-of-the-Whole regarding the process. It was stated that there will be very minimal excavating (hydro-excavating) when collecting samples and will be approximately 18” inches from the stop box. Bid opening for this project is scheduled for tomorrow, January 23, 2024 at 10:00 a.m. It is expected to have contractors ready by February 2024 and the project completed by fall.

There was a consensus of the Committee-of-the-Whole to place this item on the next City Council agenda and recommend that City Council approves to move forward with the **Complete Distribution System Materials Inventory (CDSMI) project** and authorize a budget amendment.

The next item discussed was regarding the **Right of Way Acquisition for Vernier & Mack Intersection Improvements – AEW Project No. 0160-0455**. City Engineer Wilberding provided an overview stating that there were grants awarded to the city including Highway Safety Improvement Program (HSIP) and Safe Routes to Schools (SRTS), which are through the Michigan Department of Transportation (MDOT), and the Wayne County American Rescue Plan Act (ARPA) funds.

4D Acquisition & Consulting, LLC was recommended by the City Engineers (AEW) to provide the right of way acquisition. There will be four easements to be secured with two that are permanent and two that are temporary. The permanent easements include the frontage at Parcels School and the corner of Sunningdale Park & Vernier Road near the traffic light. The temporary easements are across the street to the North Side of Vernier and the adjacent parcel near Mason School.

Administration and City Engineer Wilberding answered questions from the Committee-of-the-Whole regarding the design of the completed project and who will be charged. The city usually covers costs but on some occasions the property owner would pay. The intention is to get the project started in June 2025. There are two possible anticipated funding that are pending. First, Senator Hertel has contacted the Chair of Appropriations in efforts of securing \$500,000.00 from the State. Also, the city is trying to receive funding from Wayne County for an additional \$380,000.00.

There was a consensus of the Committee-of-the-Whole to place this item regarding **Right of Way Acquisition for Vernier & Mack Intersection Improvements – AEW Project No. 0160-0455** on the next City Council Agenda and recommend to City Council approval of the right of way acquisition provided by 4D Acquisition & Consulting, LLC and authorize a budget amendment.

The last item discussed was regarding the **Senior Citizens' Millage – The HELM**. Prudence Cole-Klimisch introduced the Executive Director Krista Siddal and new President Dr. Cheryl Wesen of The HELM.

**Motion** by Granger, seconded by Brown, that the Committee-of-the-Whole receive and place on file the documents “Essential Senior Services” and “2023 Year in Review” submitted by Ms. Cole-Klimisch.

Motion carried by the following vote:

Yes:	Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn
No:	None
Absent:	None

Ms. Cole-Klimisch provided an overview of four questions that were asked:

1. Are you coordinating an intergovernmental agreement between the Grosse Pointes/Harper Woods and The HELM?

She stated that, usually, an intergovernmental agreement is drafted after the ballot issue is passed. However, the communities need to know how it is going to work if it does pass. A letter will be sent inviting the Grosse Pointes/Harper Woods Managers to a meeting on February 15, 2024 to start the dialogue process.

2. How will the funding each city collects be distributed to The HELM?

Ms. Cole-Klimisch stated that if the intergovernmental agreement specifies that the money is going to The HELM as a contractor in support of senior services, a commission does not

need to be created. The agreement will determine the amount the communities will be allocated to The HELM and how it will be reported to the participating cities.

3. Is it the intent of The HELM to provide an annual internal audit for the millage funding?

Yes, an audit will be conducted on tax revenues and how the funds are utilized.

4. Will any of the millage funding be allocated towards services provided by PAATS as The HELM uses them for various events and services?

Yes, PAATS is funded primarily through federal funding and their outlook is that they will be short of money this year due to increase costs in insurance, maintenance, and salaries. PAATS has requested to be included relative to the millage.

Ms. Cole-Klimisch answered questions from the Committee-of-the-Whole regarding Meals on Wheels, financial impacts, additional services including components such as Satellite Services, Social Workers, and welfare checks.

There was a consensus of the Committee-of-the-Whole that the next step is for the city managers to meet in efforts to create an intergovernmental Agreement.

Under New Business/Public Comment, no one wished to be heard.

Motion by Granger, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 7:13 p.m. PASSED UNANIMOUSLY.

Approved by Council  
02/05/24 PA

Respectfully submitted,

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Paul P. Antolin  
City Clerk

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Arthur W. Bryant  
Mayor