

MINUTES OF THE RESCHEDULED CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, NOVEMBER 8, 2021, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:00 p.m. by Mayor Bryant.

PRESENT: Mayor Bryant
Council Members Brown, Gafa, Granger, Koester, McConaghy, Vaughn

ABSENT: None

Also Present: City Administrator Smith
City Attorney Anderson
Treasurer/Comptroller Murphy
City Clerk Hathaway
Director of Public Services Schulte
City Engineer Lockwood

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

The following Commission members were in attendance:

Mike Fuller, Planning Commission
Mary Ellen Meyer~~ing~~, Tree Commission

Per Council 11/15/21.
/lkh

Motion by Granger, seconded by Vaughn, that all items on tonight's agenda be received, placed on file, and taken in order of appearance with the combining of Items 9D and 10A.

Motion carried by the following vote:

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

The City Clerk administered the Oaths of Office to the Mayor Bryant and City Council Members elected at the General Election held November 2, 2021, including Council Members Brown, Granger, McConaghy, and Vaughn.

The Mayor **appointed** the following individuals to the Senior Citizens Commission to fill two vacancies:

1. Kevin Quasarano with a term to expire 12/31/24;
2. Karen McLeod with a term to expire 12/31/22.

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

1. City Council Minutes dated October 18, 2021;
2. Committee-of-the-Whole Minutes dated October 18, 2021.

Motion carried by the following vote:

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

Motion by Granger, seconded by McConaghy, regarding **personnel matters (succession plan – Administration)**, that the City Council concur with the Committee-of-the-Whole at their meeting held October 18, 2021, and approve the succession plan as presented in accordance with the City Administrator’s memos dated October 12, 2021.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Gafa, regarding **Employment Agreement – City Administrator (Frank Schulte)**, that the City Council approve the Employment Agreement for Frank Schulte to serve as City Administrator effective January 1, 2022, and authorize the Mayor to sign the Agreement.

The City Attorney was asked to prepare a consulting agreement for Bruce Smith.

Motion carried by the following vote:

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

The Mayor **appointed** the following individual to fill a vacancy on the Beautification Commission:

1. Carol Romano with a term to expire 12/31/24.

Motion by Gafa, seconded by McConaghy, regarding **appointment (Council)**, that the City Council concur with the Citizens Recreation Commission at their meeting held September 14, 2021, and appoint the following individual to fill a vacancy on the Recreation Commission:

1. Abby Klotz with a term to expire December 31, 2022.

Motion carried by the following vote:

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

Motion by Brown, seconded by McConaghy, regarding **Adoption of Rules of Order and Procedure of the Common Council**, that the City Council adopt the Rules of Order and Procedure of the Common Council as ~~presented~~ amended.

Motion carried by the following vote:

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

Per Council 11/15/21 amended to
include Monthly Financial Report in
the Consent Agenda. /lkh

Motion by Vaughn, seconded by Gafa, regarding **election of Mayor Pro-Tem (Council)**, that the City Council appoint Council Member Granger to serve as Mayor Pro-Tem.

Motion carried by the following vote:

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

Motion by Koester, seconded by Gafa, regarding **request to hang banners on Ghesquiere Park fence – Woods/Shores Little League**, that the City Council approve the request of Woods/Shores Little League to hang banners on the Ghesquiere Park baseball diamond fence for purposes of fund raising for field improvements with the City Administrator's review and approval of each banner, conditioned on the following:

1. A maximum of 120 banners be installed;
2. Banners be hung on the fields by Little League beginning April 1 2022, and removed July 31, 2022;
3. The size of each banner be 3' x 8';
4. All proceeds be put toward the improvement of the fields from this program;
5. The League adhere to the National Little League guidelines when accepting funds for sponsorships;
6. The signs shall comply with the ad guidelines presented in the letter from Paul Summer received November 1, 2021.

And, that City Council give the City Administrator authority to approve banner requests in the future.

Motion carried by the following vote:

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

Motion by Granger, seconded by Koester, regarding **Sewer System Evaluation Strategy/Budget Amendment**, and **regarding Contract: 2021 Sewer Cleaning and C.C.T.V. Modification**, that these items be tabled.

Motion carried by the following vote:

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

Motion by Granger, seconded by Vaughn, **engineering fees for rain event/Budget Amendment**, that the City Council approve payment of the City Engineer's Invoice No. 0133912 dated October 27, 2021, for work performed on the June 25-26, 2021, rain event and flooding claims in the amount of \$23,706.50; and, to approve a budget amendment in the amount of \$23,706.50 from the Water/Sewer Fund Balance Account No. 592-000-697.000 into the Water/Sewer Contractual Services Account No. 592-537-818.000.

Motion carried by the following vote:

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

Regarding **Resignations from Commissions**, the Mayor accepted the following resignations with regret and directed that appropriate thanks and recognition be sent to:

1. James R. Profeta for his service on the Planning Commission effective 12/31/21;
2. Sharon Beeby for her service on the Senior Commission effective immediately;
3. Joan Thornton for her service on the Senior Commission effective immediately.

Motion by Brown, seconded by McConaghy, regarding **Legal Proceedings: Julie Nurse v City of Grosse Pointe Woods**, that the City Council refer this Summons and Complaint to the City Attorney for further processing.

Motion carried by the following vote:

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

Motion by Gafa, seconded by McConaghy, regarding **Succession Plan: City Administrator/Assistant City Administrator Budget Amendment**, that the City Council approve the Budget Amendment in the amount of \$12,697.00 from Prior Years Reserve Account to cover the succession plan wage changes and benefits as identified.

Motion carried by the following vote:

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

Motion by Vaughn, seconded by Gafa, regarding **Agreement: Salt Barn Use – Grosse Pointe Public Schools**, that the City Council approve the License Agreement with Grosse Pointe Public Schools regarding use of the City's salt barn, and authorize the City Administrator to sign said Agreement.

Motion carried by the following vote:

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

Motion by Granger, seconded by Gafa, regarding **Agreement: Michigan Indigent Defense Council (MIDC) FY 2021/22**, that the City Council approve the 2021/22 MIDC Grant Agreement, authorize payment of the City's Local Share Contribution in the amount of \$3,120.00 with funds to be taken from the MIDC Grant Fund Account No. 275-000-699.101, and authorize the City Administrator to sign the contract.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Resolutions – Wayne County Annual Permits**, that the City Council adopt the Annual Wayne County Permit Resolutions for Maintenance, Pavement Restoration, and Special Events, name Frank Schulte, Director of Public Services/City Administrator, as the Community's authorized representative to sign the permits, and authorize the City Clerk to certify and forward documents to Wayne County.

Motion carried by the following vote:

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

Motion by Brown, seconded by Granger, regarding **Second Reading: An Ordinance to Amend the Code of Ordinances for the City of Grosse Pointe Woods, Chapter 2, Administration. Article V, Boards and Commissions to Amend Section 2-508 to Revise the Number of Members on the Senior Citizens Commission**, that the City Council approve this proposed ordinance as presented and make it effective 20 days after its enactment.

Motion carried by the following vote:

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

Motion by Gafa, seconded by McConaghy, regarding **First Reading: An Ordinance to Adopt Article XVII Solar Energy Systems, Chapter 8, Buildings and Building Regulations, Sec. 8-501 To Eliminate the Requirement that Panels be Located Within 4 Feet of Any Peak, Eave or Valley, To Provide That The Installation of the Solar Energy System Shall Comply with the**

Michigan Residential Code, and To Provide for Appeals to the City Council, that the City Council concur with the Committee-of-the-Whole at their meeting held October 18, 2021, and amend this ordinance, set a date of December 6, 2021, for a second reading and final adoption, and to authorize the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

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

Motion by Vaughn, seconded by Granger, regarding **First Reading: An Ordinance to Amend City of Grosse Pointe Woods Code of Ordinances, Chapter 2, Administration, Article II, Officers and Employees, To Add a New Division 5 to Create the Office of Assistant City Administrator**, that the City Council amend this ordinance, set a date of December 6, 2021, for a second reading and final adoption, and to authorize the City Clerk to publish same by title in the Grosse Pointe News.

Administration was asked to provide an appropriate job description for this position.

Motion carried by the following vote:

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

Motion by Koester, seconded by Granger, regarding **claims/accounts**, that the City Council approve payment of Items 13A – 13M as listed on the Council agenda and as identified in the administrative memo in the respective amounts and accounts listed, as follows:

- A. Insituform Technologies USA
 - 1. 2021 Sewer Rehabilitation by Full Length C.I.P.P. Lining Pay Estimate No. 1 10/03/21 - \$27,981.63; Account No. 592-537-976.002.
- B. Corby Energy Services
 - 1. 2021 Sewer Cleaning and CCTV Investigation Pay Estimate No. 1 10/03/21 - \$54,574.87; Account No. 592-537-975.005.
- C. Motor City Electric Co.
 - 1. Robert E. Novitke Municipal Center Generator Final Payment 09/19/21 - \$47,552.00; Account No. 420-902-977.101.

- D. Fontana Construction Inc.
 - 1. 2021 Water Main Replacement Program (Hollywood/Severn/Christine Court) Pay Estimate No. 3 10/03/21 - \$364,113.69; Account No. 592-537-977.300.
- E. L. Anthony Construction Inc.
 - 1. 2020 Concrete Pavement/Parking Repair Program Pay Estimate No. 6 10/03/21 - \$77,676.64; Account Nos:
 - a. 202-451-974.200 - \$4,388.55;
 - b. 203-451-974.200 - \$2,771.72;
 - c. 585-561-977.000 - \$11,548.82;
 - d. 592-537-975.400 - \$4,388.55;
 - e. 592-537-978.200 - \$54,579.00.
 - 2. 2021 Concrete Pavement Repair Program Pay Estimate No. 2 10/03/21 - \$166,809.03; Account Nos:
 - a. 202-451-974.200 - \$38,366.08;
 - b. 203-451-974.200 - \$25,021.35;
 - c. 585-561-977.000 - \$65,055.52;
 - d. 592-537-975.400 - \$38,366.08.
- F. Anderson, Eckstein & Westrick - City Engineers
 - 1. 2021/22 GIS Maintenance Invoice No. 0133464 10/07/21 - \$526.20; Account No. 592-537-977.000.
 - 2. 2020/21 Water Main Replacement Program Invoice No. 0133895 10/21/21 - \$19,462.20; Account No. 592-537-977.310.
 - 3. 2020 Concrete Pavement Repair Program Invoice No. 0133896 10/21/21 - \$1,918.27; Account Nos:
 - a. 202-451-974.201 - \$364.47;
 - b. 203-451-974.201 - \$230.20;
 - c. 585-561-978.300 - \$959.13;
 - d. 592-537-975.401 - \$364.47.
 - 1. Sewer Rehab-Lining Invoice No. 0133897 10/21/21 - \$343.70; Account No. 592-537-976.001.
 - 2. Sewer Rehab-Open Cut Invoice No. 0133898 10/21/21 - \$431.40; Account No. 592-537-976.001.
 - 3. 2021 Misc Concrete Repair Invoice No. 0133899 10/21/21 - \$10,967.15; Account Nos:
 - a. 202-451-974.201 - \$2,522.44;
 - b. 203-451-974.201 - \$1,645.08;
 - c. 585-561-978.300 - \$4,277.19;
 - d. 592-537-975.401 - \$2,522.44.

4. 2021 CCTV Investigation Invoice No. 0133900 10/21/21 - \$16,430.83;
Account No. 592-537-975.004.
5. 2021/22 General Engineering Invoice No. 0133908 10/22/21 - \$1,352.50;
Account Nos:
 - a. 101-441-818.000 - \$450.83;
 - b. 101-444-818.000 - \$450.83;
 - c. 592-537-818.000 - \$450.84.
- G. Plante Moran
 1. Audit Invoice No. 2058433 10/11/21 - \$41,100.00; Account Nos:
 - a. 101-223-818.000 - \$6,610;
 - b. 101-136-818.000 - \$3,500;
 - c. 202-482-818.000 - \$4,174;
 - d. 203-482-818.000 - \$4,174;
 - e. 226-528-818.000 - \$3,975;
 - f. 365-993-818.000 - \$6,246;
 - g. 592-536-818.000 - \$5,408;
 - h. 632-854-818.000 - \$4,174;
 - i. 640-851-818.000 - \$2,839.
- H. WCA Assessing
 1. Invoice No. 10202021 10/20/21 - \$6,508.50; Account No. 101-224-818.000.
- I. McKenna – Building Services
 1. Invoice No. 21849-44 10/20/21 - \$2,160.00; Account No. 101-180-818.000.
- J. Kitch Drutchas Wagner Valitutti & Sherbrook-Metro Act Attorney
 1. Invoice No. 513255 10/13/21 - \$390.00; Account No. 101-210-812.000.
- K. McGraw Morris PC – FOIA Attorney
 1. Statement 8293 10/13/21 - \$420.00; Account No. 101-210-801.000;
 2. Statement 8157 09/29/21 - \$1,085.00; Account No. 101-210-801.000.
- L. Keller Thoma – Labor Attorney
 1. Invoice No. 120977 10/01/21 - \$2,208.75; Account No. 101-210-810.000;
 2. Invoice No. 120970 10/01/21 - \$1,882.25; Account No. 101-210-810.000.
- M. Rosati, Schultz, Joppich & Amtsbuechler, P.C. – City Attorney
 1. Invoice No. 1076332 10/12/21 - \$10,462.60; Account Nos:
 - a. 101-210-801.300 - \$148.60;
 - b. 101-210-801.000 - \$10,314.00.

Motion carried by the following vote:

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

Motion by Vaughn, seconded by Koester, regarding **Senior Commission By-Laws Amendment**, that the City Council approve the amendments to the Senior Commission By-Laws as presented.

Motion carried by the following vote:

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

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

- Council Member Granger spoke regarding planning for the placement and installation of electric vehicle charging stations. The City Administrator provided a brief overview including cost of \$150,000 for two chargers, requires State of Michigan approval and may pay half the cost, and DTE may also pay one quarter of the cost.
- Council Member McConaghy spoke regarding difficulty using the new agenda packet and wants to go back to the previous presentation. The City Clerk confirmed an improved packet is forthcoming.
- Council Member Gafa spoke regarding Polar Express being nearly sold out and announced Council Member Granger's Birthday.
- The Mayor stated a special Veteran's Day will be observed in honor of the 100th Anniversary of the Unknown Soldier. A simple ceremony will be held at the Circle of Honor on the 11th month, 11th day, 11th hour, with a salute fired from three small saluting cannons and the playing of taps.

Nobody wished to be heard under Public Comment.

Motion by Granger, seconded by Koester, to adjourn tonight's meeting at 7:42 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Arthur W. Bryant
Mayor