



CITY OF GROSSE POINTE WOODS
REGULAR CITY COUNCIL MEETING AGENDA
Monday, April 03, 2023 at 7:00 PM

*Robert E. Novitke Municipal Center - Council Chambers/Municipal Court,
20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2440*

1. CALL TO ORDER

A. Administrative Memo: March 30, 2023

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. RECOGNITION OF COMMISSION MEMBERS

5. CONSENT AGENDA

A. Appointment

1. Senior Citizens' Commission (Mayor)

a. Janet Weber - Term to expire - 12/31/24

1) Biographical Sketch

B. Approval of Minutes

1. Council 03/20/23

2. Planning Commission 03/28/23 with recommendations

C. Bids/Proposals/Contracts

1. Bark Mulch for City Landscape Beds and Installation of Playground Mulch

a) Memo 03/22/23 - Director of Public Services

b) Bid Opening Documents

c) Certificate of Liability - Unique Clips, LLC

2. Recording Clerk Agreement - Rachele Matouk

a. Memo 03/07/23 - Court Administrator

b. Proposed Agreement

D. Proclamation

1. National Public Safety Telecommunicators Week

a. Proclamation

b. Press Release

c. Certificate of Appreciation

E. Resolution

1. Resolution Approving Opting-In to the National Opioid Litigation Settlements with CVS, Walmart, TEV and Allergan and Other Defendants in the National Opioid Litigation

cc: Council - 7
City Administrator
City Attorney

Treasurer/Comptroller
City Clerk
Email Group/Media

Post - 4

- a) Memo 03/29/23 - Director of Public Safety
- b) Proposed Resolution

F. Claims and Accounts

- 1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers - 2022 Sewer Rehabilitation by Full Length C.I.P.P. Lining - Proj. No. 0160-0454 - Final Construction Pay Estimate - Insituform Technologies USA, LLC - 03/24/23 - \$3,168.90.
- 2. McKenna - Building/Planning Services
 - a. Invoice No. 22-064-7 - Planning Services January 2023 - 03/28/23 - \$2,245.00.
 - b. Invoice No. 22-064-8 - Planning Services February 2023 - 03/17/23 - \$1,256.25.
 - c. Invoice No. 21849-71 - Building Services February 2023 - 03/17/23 - \$33,351.25.

6. ACCEPTANCE OF AGENDA

7. COMMUNICATIONS

- A. 2022 Department of Public Works - Annual Report
- B. 2022 Department of Public Safety - Annual Report

8. NEW BUSINESS/PUBLIC COMMENT

9. ADJOURNMENT

**Paul P. Antolin, MiPMC
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

***** NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD THE COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST. *****

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for the Regular Council Meeting of April 3, 2023

- Item 1 CALL TO ORDER Prerogative of the Mayor Pro Tem to call this meeting to order.
- Item 2 ROLL CALL Prerogative of the Mayor Pro Tem to request a Roll Call from the City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE Prerogative of the Mayor Pro Tem to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS Prerogative of the Mayor Pro Tem to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 CONSENT AGENDA All items listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items listed under the consent agenda as presented.

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 - a. Janet Weber - Term to expire - 12/31/24
 - 1) Biographical Sketch

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- 2. Planning Commission 03/28/23 with recommendations

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 - b. Invoice No. 22-064-8 - Planning Services February 2023 - 03/17/23 - \$1,256.25.
 - c. Invoice No. 21849-71 - Building Services February 2023 - 03/17/23 - \$33,351.25.

*Director of Public Safety to read aloud the National Public Safety Telecommunicators (911) Week Proclamation (Item 5D1).

Item 6 ACCEPTANCE OF THE AGENDA Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 7 COMMUNICATIONS

Item 7A 2022 DEPARTMENT OF PUBLIC WORKS – ANNUAL REPORT Prerogative of the City Council to receive and place on file the Department of Public Works Annual Report.

Item 7B 2022 DEPARTMENT OF PUBLIC SAFETY – ANNUAL REPORT Prerogative of the City Council to receive and place on file the Department of Public Safety Annual Report.

Item 8 NEW BUSINESS/PUBLIC COMMENT Prerogative of the Mayor Pro Tem to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 9 ADJOURNMENT Upon the conclusion of New Business/Public Comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,

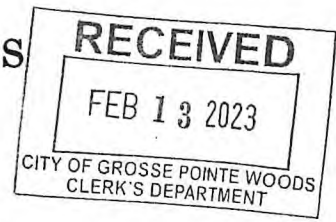
A handwritten signature in cursive script that reads "Frank Schulte".

Frank Schulte
City Administrator

cc: Chair
Mayor



CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236



BIOGRAPHICAL SKETCH

✓ I am interested in making application to serve as a member on the following Board/Commission:

<input type="checkbox"/>	Beautification Commission	<input type="checkbox"/>	Building Authority
<input type="checkbox"/>	Board of Review	<input type="checkbox"/>	Community Tree Commission
<input type="checkbox"/>	Citizens' Recreation Commission	<input type="checkbox"/>	Downspout Board of Appeals
<input type="checkbox"/>	Construction Board of Appeals	<input type="checkbox"/>	Historical Commission
<input type="checkbox"/>	Community Events Committee	<input type="checkbox"/>	Mack Avenue Business Study Committee
<input type="checkbox"/>	Local Officers' Compensation Commission	<input type="checkbox"/>	Planning Commission
<input type="checkbox"/>	Pension Board	<input type="checkbox"/>	Other:
<input checked="" type="checkbox"/>	Senior Citizens' Commission		

NAME: _____  Ms. Janet Weber
20097 E. Ballantyne Ct.
Grosse Pointe Woods, MI 48236-2426

ADDRESS: _____

TELEPHONE: Home: _____ Cell: 313 505-5093

E-Mail: Weber-janet644@gmail.com

OCCUPATION: retired

OF YEARS RESIDENT OF GROSSE POINTE WOODS (Minimum 2 yrs. required): 47 yrs


PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

EDUCATION: BS degree

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: I am the historian & archivist of my church, on the care committee of the church; read of the blower com. of the church; treasurer of Eastside Handweavers. Member of 15th Anty Chorus & a support grp

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: I was invited.

I have been an active user of the Community Center activities and volunteer.
I'm not a leader but give me a job & I'll do it!


Signature of sponsor

Janet Weber
Signature of applicant

Date: 2/8/23

Return to Clerk's Office: cityclerk@gpwmj.us

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD ON MONDAY, MARCH 20, 2023, IN THE COUNCIL-COURTROOM
OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE
POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:05 p.m. by Mayor Bryant.

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

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

Motion by Vaughn, seconded by Granger, that Council members Gafa and Koester, be excused from tonight's meeting due to illness.

Motion carried by the following vote:

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

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

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission

Motion by Granger, seconded by Vaughn, that all items on the Consent Agenda be approved as presented, except 5B6, which was removed from the consent agenda and placed on the regular agenda for discussion.

A. Appointment

1. Board of Review (Council)
 - a. Jaspreet (Jess) Sikand - Term to expire 01/01/24
 - 1) Biographical Sketch
 - 2) Email 03/03/23 - City Assessor

B. Approval of Minutes

1. Council 03/06/23
2. Committee-of-the-Whole 03/06/23
3. Beautification Advisory Commission 02/08/23 with recommendations
4. Citizens' Recreation Commission 03/14/23, 02/28/23 - both with recommendations
5. Historical Commission 11/11/22
6. Tree Commission 02/01/23 with recommendations (This item removed from consent agenda and placed on regular agenda for discussion)

C. Monthly Financial Report

1. February 2023

D. Bids/Proposals/Contracts

1. 2022 CDBG Subrecipient Agreement
 - a) Memo 03/16/23 - Assistant City Administrator
 - b) 2022 Subrecipient Agreement

E. Proclamations

1. Arbor Day
2. Holocaust Remembrance Week
3. Vietnam Veterans Day

F. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
 - a. Vernier Rd. Water Main Replacement - Invoice No. 0142389 - Proj. No. 0160-0446 - 02/22/23 - \$512.48.
 - b. Sewer System Evaluation - Invoice No. 0142390 - Proj. No. 0160-0449 - 02/22/23 - \$2,839.60.
 - c. Hampton Rd. Water Main & Resurface (Mack/Marte) - Invoice No.

- 0142391 - Proj. No. 0160-0456 - 02/22/23 - \$26,545.25.
- d. Torrey Rd. Pump Station Cap Improve. Plan - Invoice No. 0142392 - Proj. No. 0160-0457 - 02/22/23 - \$5,056.80.
- e. 2022-2023 General Engineering - Invoice No. 0142393 - Proj. No. 0160-0459 - 02/22/23 - \$611.60.
- f. 2022-2023 GIS Maintenance - Invoice No. 0142554 - Proj. No. 0160-0458 - 02/24/23 - \$488.80.
- g. 2020-2021 Water Main Replacement Program - Invoice No. 0142698 - Proj. No. 0160-0426 - 03/02/23 - \$5,281.32.
- h. 2021 Misc. Concrete Repair - Invoice No. 0142699 - Proj. No. 0160-0435 - 03/02/23 - \$261.04.
2. Hallahan & Associates, P.C. - Legal Services - Invoice No. 20280 - February 2023 - 03/01/23 - \$1642.56.
3. Keller Thoma - Legal Services - Invoice No. 123638 - February 2023 - 03/01/23 - \$43.75.
4. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1079082 - 03/08/23 - \$3,100.40.
5. Stucky Vitale Architects - Architecture/Engineering Services - Invoice No. 201-6347 - Proj. No. 2021.027-Chene/Trombley Park Master Plan - 02/28/23 - \$8,436.25.
6. WCA Assessing - Assessing Services - Invoice No. 03132023 - April 2023 - 03/13/23 - \$6,833.50.

Motion carried by the following vote:

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

Mayor Bryant read aloud the proclamation regarding Vietnam Veterans' Day.

Motion by McConaghy, seconded by Brown, that all items on tonight's agenda be received, placed on file, and taken in order of appearance, including item 5B6, which was removed from the consent agenda.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Brown, regarding the recommendation from the Tree Commission (Item 5B6) that the City Council direct the City Administrator to communicate with the Tree Commission regarding ownership of the islands on Mack Avenue with regard to the potential for planting trees.

A brief discussion ensued regarding City Council’s suggestions to include communications with the Beautification Commission and Wayne County to collaborate options of planting on Mack Avenue.

Motion carried by the following vote:

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

Motion by Granger, seconded by Vaughn, regarding **Grosse Pointe Woods-Shores Little League (GPWSSL) – Dugout Proposal (Field #1)**, that the City Council approve the request to install two dugouts for Field #1 in Ghesquiere Park.

A brief discussion ensued regarding the color of the dugouts. It was also stated that the project will bear no cost to the city.

Motion carried by the following vote:

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

John Johnson of Nickel & Saph Inc. provided an overview of the City’s proposed FY 2023/2024 General Liability & Property Insurance coverage. He stated the policy will have \$10,000,000.00 Sewer back up coverage, which was lacking in the previous policy and a comprehensive Cyber Insurance coverage that includes \$150,000.00 for fraud coverage.

In addition, a comprehensive overlook of properties will be assigned to HCA, to conduct

physical appraisals. This will cause a premium increase because some properties were undervalued. Mr. Johnson stated there is no additional cost to perform the appraisals.

A brief discussion ensued regarding the start/end date of the policy and other important coverages within the policy including Judicial Liability, Marina operations, and Pollution coverage.

Motion by Brown, seconded by McConaghy, regarding **FY 2023/2024 General Liability & Property Insurance**, that the City Council concur with the City Administrator’s recommendation and approve Nickel & Saph Inc. Insurance Agency to continue to be the city’s general liability and property insurance provider in an amount not to exceed \$226,935.25 for the period of April 19, 2023 thru April 19, 2024.

Motion carried by the following vote:

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

The Mayor accepted the resignation of Teresa Cerwin from the Board of Review with regret and directed the City Clerk to send appropriate thanks and recognition to Ms. Cerwin.

Under New Business, no one wished to be heard.

Under Public Comment, the following individual was heard:

- Margaret Potter – Suggested a Tree Commission Representative collaborate with Wayne County regarding planting trees and shrubs on Mack Avenue.

Motion by Granger, seconded by Vaughn, to adjourn tonight’s meeting at 7:34 p.m. **PASSED UNANIMOUSLY.**

Respectfully submitted,

Paul P. Antolin
City Clerk

Arthur W. Bryant
Mayor

MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MARCH 28, 2023, 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 7:01 p.m. by Chair Fuller.

Roll Call: Chair Fuller
Commissioners: Fenton, Gerhart, Hamborsky, Vitale, McNelis, O'Keefe
ABSENT: Bailey, Gilezan
Also Present: Planning Project Manager, Michael Boettcher, AICP
Council Member Vaughn
Recording Secretary Miotto

MOTION by Vitale, seconded by Fenton, to excuse Commissioner Gilezan and Commissioner Bailey from attendance at tonight's meeting.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O'Keefe
NO: None
ABSENT: Bailey, Gilezan

The Planning Commission, Staff, and the Public Pledged Allegiance to the Flag.

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- Melinda Billingsley, Citizens' Recreation Commission

MOTION by Fuller, seconded by Hamborsky, that tonight's agenda be received and placed on file.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O'Keefe
NO: None
ABSENT: Bailey, Gilezan

MOTION by Gerhart, seconded by Vitale, that the December 13, 2022, Planning Commission Meeting Minutes be approved as presented.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O'Keefe
NO: None
ABSENT: Bailey, Gilezan

The next item on the agenda was **Election of Chair and Vice Chair.**

Discussion ensued: Vice Chair automatically ascends to Chair and Commissioner Fenton was appointed as Vice Chair.

MOTION by Vitale, seconded by Hamborsky, that Chair Gerhart and Vice Chair Fenton be appointed.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O’Keefe

NO: None

ABSENT: Bailey, Gilezan

The next item on the agenda was the **Adoption of Rules and Procedures.**

MOTION by Gerhart, seconded by Vitale, that the Rules and Procedures be amended as follows: item 5 be amended to read, “The Planning Commission shall hold regular meetings on the fourth Tuesday in each month, *except November, which will be held on the third Tuesday*, and December, which shall be held on the second Tuesday, at such time and at such *place* as the Planning Commission shall determine.”

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O’Keefe

NO: None

ABSENT: Bailey, Gilezan

The next item on the agenda was **Crispelli’s Building Remodel – 19850 Mack Avenue Site Plan Review #1.** Architects request to renovate one unit of a larger storefront building at 19850 Mack Avenue and construct a restaurant within a rehabilitated multi-tenant commercial structure. The site contains an existing one-story retail building with a small, rear parking lot. The applicant proposes to demolish a portion on the rear (east) wall of the existing exterior façade, construct a foundation outside the exterior wall and install on it a new walk-in freezer unit to attach to and be accessed from the building.

Commissioners McNelis and Vitale requested to recuse themselves from this vote due to their firm’s involvement in the project. Vitale requested to present to the Commission.

MOTION by Gerhart, seconded by Fenton, to recuse Commissioner Vitale and Commission McNelis from this item.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, O’Keefe

NO: None

ABSTAIN: McNelis, Vitale

ABSENT: Bailey, Gilezan

Discussion ensued with John Vitale, Stucky-Vitale Architects, representing Crispelli's, and George Thomas, Verus Development Group, representing ownership of the property, answering questions about screening, noise level, and parking.

MOTION by Gerhart, seconded by O'Keefe, that the Planning Commission recommend approval of the demolition of a portion of the rear wall to accommodate the installation of a walk-in freezer unit at 19850 Mack Ave (Parcel ID 40-012-01-0373-301) to City Council based on the following finding of facts:

- a) The proposed installation has no impact on the permitted use of the structure; and
- b) The proposed installation will not change the leasable area of the structure, and thus will not modify parking requirements for the use at this site; and
- c) The proposed use of the structure conforms with both current Zoning and the Master Plan Future Land Use Plan Map for the subject site and surrounding sites along the adjacent Mack Avenue corridor.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, O'Keefe
NO: None
ABSTAIN: McNelis, Vitale
ABSENT: Bailey, Gilezan

The next item on the agenda was the **19876 Mack Avenue Site Plan Review**. The applicant requests to renovate the storefront of 19876 Mack Avenue and convert the building from a retail space to a restaurant. Renovations or remodeling of exterior building must be reviewed by planning commission to ensure the proposed changes are consistent with the design standards of Ordinance Section 50-374(b). McKenna recommends approval of the renovations to 19876 Mack Avenue (Parcel ID 40-012-01-0371-001).

Discussion ensued with George Thomas, Verus Development Group, developer/landlord of the property, answering questions about signage, exterior lighting, façade materials, and proposed sidewalk patio/outdoor cafe.

MOTION by Gerhart, seconded by Vitale, that the Planning Commission approve the renovations to 19876 Mack Avenue (Parcel ID 40-012-01-0371-001) based on the following finding of fact:

- a) The subject site has historically been and is anticipated to be used for commercial space,
- b) The architectural design elements enhance and increase compliance with the ordinance based on the existing building design,
- c) The proposed renovations will improve the integrity of the building without changing the building footprint or design elements.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O'Keefe
NO: None
ABSENT: Bailey, Gilezan

The next item on the agenda was the **2022 Planning Commission Annual Report**. Project Planning Manager Boettcher provided an overview of the report and answered questions.


MOTION by Gerhart, seconded by Fenton, that the 2022 Planning Commission Annual Report be received, and placed on file, and forwarded to City Council.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O'Keefe
NO: None
ABSENT: Bailey, Gilezan

The next item on the agenda was the **Master Plan Part 2 Proposal Review**.

Discussion ensued regarding approval/recommendation for the budget. McKenna, acting as an agent of the city, does review the proposal for appropriateness. Giffels is on the April 2023 Planning Commission agenda to discuss their work to date and next steps. Clearzoning/Municode was discussed. Questions arose about the scope of the current Giffels Webster contract, which could not be clarified in this session. Planning Commission asked Boettcher to get details on the Giffels Webster contract.

MOTION by Gerhart, seconded by Vitale, that the Planning Commission recommends to the City Council an expenditure not to exceed \$37,000 for the implementation of the Master Plan. 

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O'Keefe
NO: None
ABSENT: Bailey, Gilezan

The next item on the agenda was the **Building Official's Monthly Report** (January, February, March).

The report was reviewed. No discussion.

The next item on the agenda was the **Planning Commission Report**.

This item was stricken from the agenda.

The next item on the agenda was the **Council Reports**.

The December 19th, 2022, and January 9th and 23rd, 2023, and February 6th and 27th, 2023, and March 6th and 20th, 2023 City Council meetings were discussed.

Under **New Business**, discussion was had around decommissioning the Planning Commission sub-committees:

- a) Solar Ordinance
- b) 2020 Plan
- c) Crosswalk/Pocket Park
- d) Streetscape

Vitale suggested that we look at the streetscape ordinance and create a checklist to ensure anyone who comes with projects will also provide streetscape improvements. McNelis suggested we develop streetscape design standards. Some of these items were topics of the Streetscape sub-committee

and details should be in the Building Department. Vitale suggested that we review the lighting ordinance as over-lighting has a negative impact on our community. Discussed having maximum foot-candle standards versus only minimum standards. Requested that Boettcher review these items.

MOTION by Gerhart, seconded by O’Keefe, to decommission all sub-committees.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O’Keefe
NO: None
ABSENT: Bailey, Gilezan

Council Member Vaughn suggested that the revised sign ordinance, that was almost complete, be revisited on a future agenda.

Under **Public Comment**, Melinda Billingsley was heard.

MOTION by Fuller, seconded by Vitale, to immediately certify the minutes in order to provide them to City Council at their next meeting.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O’Keefe
NO: None
ABSENT: Bailey, Gilezan

MOTION by Fuller, seconded by Gerhart to adjourn at 8:45 p.m.

Motion carried by the following vote:

YES: Fenton, Fuller, Gerhart, Hamborsky, Vitale, McNelis, O’Keefe
NO: None
ABSENT: Bailey, Gilezan

Respectfully Submitted,
Gretchen Miotto
Clerk’s Confidential Assistant & Recording Secretary

MEMO 23-03

RECEIVED

MAR 23 2023

TO: Frank Schulte, City Administrator

FROM: James Kowalski, Director of Public Services *J.K.*

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: March 22, 2023

SUBJECT: Recommendation – Bark Mulch for City Landscape Beds and Installation of Playground Mulch

An "Invitation to Bid" for supplying bark mulch and injection of mulch in city landscape beds and delivery and installation of playground mulch throughout the city was posted on the Michigan Intergovernmental Trade Network (MITN) website on February 24, 2023. The information was also advertised in the Grosse Pointe News. The following bids were received at the bid opening on March 22, 2022.

Unique Clips, LLC	\$29,255.00
Superior Groundcover, Inc.	\$34,525.00
Russell Landscaping, Inc.	\$53,520.00
KLM Landscape	\$74,925.00

Unique Clips, LLC submitted the low bid in the amount of \$29,255.00.

Therefore, I recommend the lowest bidder, Unique Clips, LLC, located at 23075 27 Mile Road, Ray Township, MI 48096, to supply bark mulch and inject the mulch in city landscape beds and delivery and installation of engineered wood fiber playground mulch in the amount of \$29,255.00.

This is a budgeted item in the 2023/2024 budget included in accounts 101-774-757.102 in the amount of \$2,000.00, 101-774-818.102 in the amount of \$6,000.00, 101-775-757.000 in the amount of \$1,255.00, and 202-463-818.000 in the amount of \$20,000.00.

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.

Frank Schulte

Frank Schulte, City Administrator

3-22-23

Date

Fund Certification:

Account numbers and amounts have been verified as presented.

Shawn Murphy

Shawn Murphy, City Treasurer/Comptroller

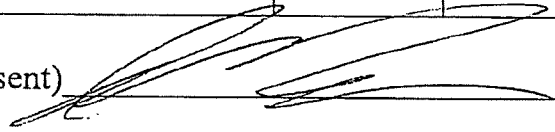
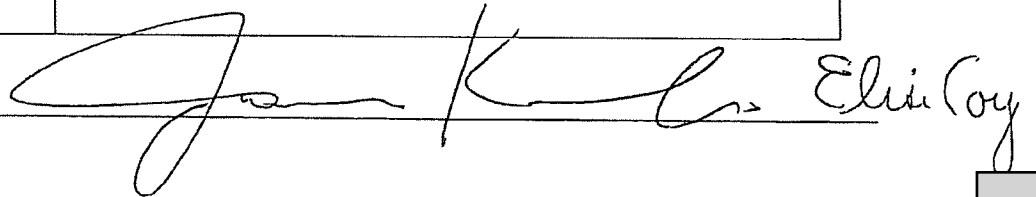
3-23-2023

Date

MULCH
MARCH 21, 2023
10:00 a.m.

COMPANY	SIGNED	BID BOND	BID AMOUNT
KLM Landscape	✓		74,925.00
Superior Groundcover	✓		34,525.00
Russell Landscaping Inc	✓		53,520.00
Unique Clips	✓		29,255.00

Signed: (All Present)

MULCH
March 21, 2023
10:00 a.m.

SIGN-IN SHEET

<u>NAME</u>	<u>COMPANY</u>	<u>PHONE</u>	<u>EMAIL</u>
Jason Provencher	Unique Clips	586-863-8530	Jason.uniqueclips@gmail.com
JIM KOWALSKI	CITY OF G.P. WOODS	313-343-2463	JKowalski@gpwmj.us
Elise Coyle	City of GP Woods	313-343-2440	ecoyle@gpwmj.us



City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236

February 24, 2023

NOTICE TO BIDDERS

Sealed bids will be received by the City of Grosse Pointe Woods at the Municipal Buildings, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236-2397, until **Tuesday, March 21, 2023 at 10:00 a.m.**, at which time and place bids will be publicly opened and read aloud for furnishing the following item as described herein below:

**DOUBLE SHREDDED BROWN HARDWOOD MULCH AND INJECTION
OF MULCH IN LANDSCAPE BEDS AND DELIVERY AND INSTALLATION OF PLAYGROUND
MULCH THROUGHOUT THE CITY**

Bid sheets should be submitted in a sealed, opaque envelope bearing the following notation:

CITY CLERK
CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236-2397

CLEARLY MARKED: HARDWOOD AND PLAYGROUND MULCH

- A. All bids shall be submitted exclusive of any sales tax, excise tax, etc.
- B. The bidder shall list on a separate sheet of paper any variation from or exceptions to the conditions and specifications of this bid. This sheet shall be labeled "Exceptions to Bid Conditions and Specifications", and shall be attached to the bid.
- C. Descriptive literature may be required by the city.
- D. All bids shall be F.O.B. the City of Grosse Pointe Woods.
- E. All bids must state date or schedule proposed.
- F. All bids shall incorporate any requirements of the Michigan State laws and shall incorporate all safety equipment and standards in conformance with the latest regulations of the Occupational Safety and Health Administration (OSHA).
- G. Additional copies of the specifications and bid sheets may be obtained from the City Clerk.

The City of Grosse Pointe Woods reserves the right to accept or reject any and all bids, to waive any informality in the bidding process or minor deviations from the specifications in a proposal and to accept any bid that deems itself in the best interest of the city.

SPECIFICATIONS FOR DOUBLE SHREDDED BROWN HARDWOOD MULCH AND INJECTION OF MULCH IN LANDSCAPE BEDS AND DELIVERY AND INSTALLATION OF PLAYGROUND MULCH THROUGHOUT THE CITY

General:

Furnish labor, equipment, and materials for injection of Double Shredded Brown Hardwood Mulch in landscape beds throughout the city and installation of Engineered Wood Fiber Playground Mulch at various locations in city parks. Final quantities and locations will be determined at time of delivery. **All work to be completed on or before Friday, May 19, 2023.**

Specifications to Include:

- Injection of Double Shredded Brown Hardwood Mulch to be installed at 1½” depth in all city landscape beds as follows –
 - 80 CubicYards Vernier Road Medians
 - 170 CubicYards Mack Avenue Medians
 - 30 CubicYards D.P.W.
 - 35 CubicYards City Hall

- Injection of Double Shredded Brown Hardwood Mulch to be installed at 2” to 2½” depth along the Activities Building, Bathhouse, Concession Stand, Gate House, three pine trees around the pool deck, the boardwalk and around the three boardwalk gazebos at Lake Front Park as follows –
 - 160 Cubic Yards Lake Front Park

- Bulk delivery of materials to D.P.W. –
 - 200 CubicYards Hardwood Mulch

- Delivery and installation of Certified to ASTM Engineered Wood Fiber Playground Mulch at various locations in city parks as follows–
 - 30 Cubic Yards Chene-Trombley Park
 - 55 Cubic Yards Ghesquiere Park
 - 50 Cubic Yards Lake Front Park
 - 60 Cubic Yards Sweeney Park

Insurance Coverage:

As a condition of performing work for the City of Grosse Pointe Woods, the contractor must provide the City with satisfactory evidence of insurance coverage as follows:

1. Worker’s Compensation including Employer’s Liability Insurance covering statutory obligations for the state in which work is to be performed in aggregate amount of not less than \$1,000,000.
2. Automobile liability insurance applicable to all owned, non-owned and hired vehicles: Bodily Injury & Property Damage - \$1,000,000 combined single limit.
3. Comprehensive General Liability - \$1,000,000 each occurrence, \$2,000,000 policy aggregate including products & completed operations and no exclusions for XCU (explosion, collapse and underground).
4. Evidence of contractor’s insurance coverage, required herein, is to be provided to Owner on ACORD Certificate Form 26 or 25-S.

CITY OF GROSSE POINTE WOODS

IT IS UNDERSTOOD THAT THE CITY OF GROSSE POINTE WOODS IS A GOVERNMENTAL UNIT AND AS SUCH IS EXEMPT FROM THE PAYMENT OF ALL STATE AND FEDERAL TAXES APPLYING ON THE ABOVE MENTIONED EQUIPMENT, AND THE ABOVE PRICES THEREFORE DO NOT INCLUDE THIS AMOUNT.

The bidder by execution of the proposal thereby declares that the bid is made without collusion with any other person, firm or corporation making any other bid, or who otherwise would make a bid, and agrees to furnish all bid items in strict accordance with all Federal Regulatory Measures.

All bids must be submitted on the city's bid sheet.

Submission of a bid will be construed as a conclusive presumption that the bidder is thoroughly familiar with the bid sheet and specifications, and that he understands and agrees to abide by each and all of the stipulations and requirements contained therein.

BIDDERS ARE REQUESTED TO SUBMIT ALL AVAILABLE DATA AND DESCRIPTIVE LITERATURE COVERING THE MATERIALS PROPOSED TO BE FURNISHED AS REQUESTED BY THE CITY.

THE UNDERSIGNED, by execution of this bid, certified that he is the Operations Manager of the firm named as bidder in the bid; and that he signs the bid on behalf of the firm; and that he is authorized to execute the same in behalf of said firm.

NAME AND ADDRESS OF BIDDER:

COMPANY NAME Unique Clips LLC

ADDRESS 23075 27 mile Road

CITY Ray STATE MI ZIP 48096

SUBMITTED BY: Jason Provencher Operations Manager
(NAME) (TITLE)

SIGNATURE: Jason Pro

TELEPHONE 5868638530 FAX —

DATE 3/6/23

THIS PAGE MUST BE RETURNED WITH BID SHEET

CITY OF GROSSE POINTE WOODS

BID SHEET

THE UNDERSIGNED DECLARES THAT A CAREFUL EXAMINATION HAS BEEN MADE OF THE ITEM OF THE ACCOMPANYING SPECIFICATIONS INCLUDED IN THIS BID SHEET AND THE UNDERSIGNED UNDERSTANDS ALL OF THE REQUIREMENTS OF SAME. IT IS FURTHER UNDERSTOOD THAT THE UNDERSIGNED WILL CONTRACT TO DELIVER WITHIN THE SPECIFIED TIME, DATE, AFTER THE ISSUANCE OF THE CITY'S PURCHASE ORDER, ANY ITEMS AND SERVICES AS CONTAINED IN THIS BID AND IN ACCORDANCE WITH SPECIFICATIONS; TO-WIT:

DOUBLE SHREDDED BROWN HARDWOOD MULCH AND INJECTION OF MULCH IN LANDSCAPE BEDS AND DELIVERY AND INSTALLATION OF PLAYGROUND MULCH THROUGHOUT THE CITY

Installed Double Shredded Brown Hardwood Mulch at 1 1/2" depth in city landscape beds as follows:

- 80 CubicYards - Vernier Road Medians @\$ 38 /C.Y. \$ 3040
- 170 CubicYards - Mack Avenue Medians @\$ 38 /C.Y. \$ 6460
- 30 CubicYards - D.P.W. @\$ 38 /C.Y. \$ 1140
- 35 CubicYards - City Hall @\$ 38 /C.Y. \$ 1330

Installed Double Shredded Brown Hardwood Mulch at 2" to 2 1/2" depth at Lake Front Park as follows:

- 160 Cubic Yards - Lake Front Park @\$ 38 /C.Y. \$ 6080

200 Cubic Yards of Bulk Double Shredded Brown Hardwood Mulch @\$ 18 /C.Y.

- Delivered to DPW \$ 3600

Installed Certified ASTM Engineered Wood Fiber Playground Mulch in city parks as follows:

- 30 CubicYards - Chene-Trombley Park @\$ 39 /C.Y. \$ 1170
- 55 CubicYards - Ghesquiere Park @\$ 39 /C.Y. \$ 2145
- 50 CubicYards - Lake Front Park @\$ 39 /C.Y. \$ 1950
- 60 CubicYards - Sweeney Park @\$ 39 /C.Y. \$ 2340

TOTAL COST \$ 24,255

Twenty Nine Thousand, Two Hundred + Fifty-five only
TOTAL COST IN WRITING

DELIVERY DATE April, 2023

COMPANY NAME Unique clips LLC

CONTACT PERSON Jason Provencher

TELEPHONE 586 863 8530 FAX ---



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/21/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
FEDERATED MUTUAL INSURANCE COMPANY
HOME OFFICE: P.O. BOX 328
OWATONNA, MN 55060

OK!
J.A.

CONTACT NAME: CLIENT CONTACT CENTER
PHONE (A/C, No, Ext): 888-333-4949 FAX (A/C, No): 507-446-4664
E-MAIL ADDRESS: CLIENTCONTACTCENTER@FEDINS.COM

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A: FEDERATED MUTUAL INSURANCE COMPANY		✓ 13935
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
UNIQUE CLIPS, LLC
23075 27 MILE RD
RAY, MI 48096-3900

3/22/23 162-394-1

COVERAGES

CERTIFICATE NUMBER: 8

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	✓	N	6151312	04/27/2022	04/27/2023	EACH OCCURRENCE	✓ \$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
							MED EXP (Any one person)	EXCLUDED
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS & COMPI/OP ACC	\$2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS OWNLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	6151312	04/27/2022	04/27/2023	COMBINED SINGLE LIMIT (Ea accident)	✓ \$1,000,000
							BODILY INJURY (Per Person)	
							BODILY INJURY (Per Accident)	
							PROPERTY DAMAGE (Per Accident)	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION	N	N	6151313	04/27/2022	04/27/2023	EACH OCCURRENCE	✓ \$5,000,000
							AGGREGATE	\$5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	1813630	04/27/2022	04/27/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L EACH ACCIDENT	✓ \$1,000,000
							E.L DISEASE -EA EMPLOYEE	\$1,000,000
							E.L DISEASE -POLICY LIMIT	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY, ADDITIONAL INSURED ALSO INCLUDES THE CITY OF GROSSE POINTE WOODS, ALL EMPLOYEES, ELECTED AND APPOINTED OFFICIALS, BOARDS AND COMMISSIONS AND VOLUNTEERS.
THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED ON GENERAL LIABILITY SUBJECT TO THE CONDITIONS OF THE ADDITIONAL INSURED - OWNERS, LESSEES, OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION ENDORSEMENT. ✓

CERTIFICATE HOLDER

162-394-1
CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA DR
GROSSE POINTE WOODS, MI 48236-2343 ✓

CANCELLATION

8 1
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Nicholas R. Zaver

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
City of Grosse Pointe Woods 20025 Mack Plaza DR Grosse Pointe Woods, MI 48236 <div style="text-align: right; margin-right: 20px;">✓</div>	Any coverage provided by this endorsement applies only to landscaping work for the City of Grosse Point Woods. Subject to the terms and conditions of the policy, Additional Insureds also includes The City of Grosse Point Woods, all employees, elected and appointed officials, boards and commissions and volunteers.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.


Insured:

Unique Clips, LLC
23075 27 Mile Rd
Ray, MI 48096-3900

CITY OF GROSSE POINTE WOODS

MUNICIPAL COURT

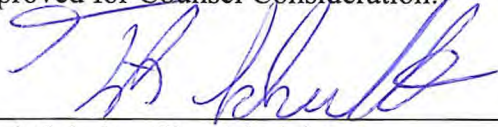
MEMORANDUM

DATE: March 7, 2023
TO: Frank Schulte, City Administrator
FROM: Beth Miro, Court Administrator 
SUBJECT: Recording Clerk Agreement – Rachelle Matouk

RECEIVED
MAR 24 2023
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

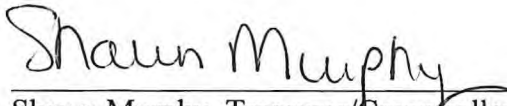
I recommend that the Recording Clerk's Agreement (attached) for the FY 23/24 be approved. This is a budgeted item in the court's FY 23/24 budget, account number 101.286.818.000, in the amount of \$7,500.

Approved for Counsel Consideration:



Frank Schulte, City Administrator

Date: 3-10-23



Shawn Murphy, Treasurer/Comptroller

Date: 3-23-23

AGREEMENT FOR COURT REPORTING SERVICES

This Agreement made and entered into this ____ day of _____, 2023 (effective May 26, 2023) by and between the CITY OF GROSSE POINTE WOODS, a Municipal Corporation hereinafter referred to as the “City” and RACHELLE MATOUK, 22601 Rio Vista, St. Clair Shores, MI 48081, hereinafter referred to as the “Contractor.”

IT IS MUTUALLY AGREED BY THE PARTIES AS FOLLOWS:

The City engages the Contractor to perform certain services as follows, all in accordance with the express terms and provisions hereof:

I. DESCRIPTION OF DUTIES:

- a. The Contractor agrees to perform the function of a licensed Certified Electronic Recorder for the Municipal Court of the City as assigned below:
 - i. All regularly scheduled Municipal Court sessions held on appropriate Wednesdays of each month.
 - ii. Jury and/or Bench trials.
 - iii. Preliminary hearings.
 - iv. Any other duties and assignments directed by the Court Clerk or the Municipal Judge.
 - v. Transcriptions of Court proceedings as requested utilizing the City’s BIS.

II. COMPENSATION:

- a. Municipal Court Sessions – Twenty-Six Dollars and Seventy-Nine Cents (\$26.79) per hour for the first four (4) hours or less at Court sessions. Six Dollars and Sixty-Nine Cents (\$6.69) will be paid for each fifteen (15) minutes increment thereafter.

Starting July 1, 2023:

Municipal Court Sessions – Twenty-Seven Dollars and Fifty-Nine Cents (\$27.59) per hour for the first four (4) hours or less at Court sessions. Six Dollars and Eighty-Nine Cents (\$6.89) will be paid for each fifteen (15) minutes increment thereafter.

- b. Jury Trial, Bench Trial, and Preliminary Hearings/Exams – Twenty-Six Dollars and Seventy-Nine Cents (\$26.79) per hour for the first four (4) hours or less at Court sessions. Six Dollars and Sixty-Nine Cents (\$6.69) will be paid for each fifteen (15) minute increment thereafter.

Starting July 1, 2023:

Jury Trial, Bench Trial, and Preliminary Hearings/Exams – Twenty-Seven Dollars and Fifty-Nine Cents (\$27.59) per hour for the first four (4) hours or less. Six Dollars and Eighty-Nine Cents (\$6.89) will be paid for each fifteen (15) minute increment thereafter.

- c. In the event that a transcript is ordered by the Court Clerk, the cost of said transcript shall be the applicable rate in effect at the time of the ordering of the transcript as billed by Macomb Count Court Reporters Inc. or Three Dollars and Seventy-Two Cents per page (\$3.72); whichever is greater.

Starting July 1, 2023:

In the event that a transcript is ordered by the Court Clerk, the cost of said transcript shall be the applicable rate in effect at the time of the ordering of the transcript as billed by Macomb Count Court Reporters Inc. or Three Dollars and Eighty-Three Cents per page (\$3.83); whichever is greater.

The Contractor is required to submit statements detailing the monetary obligations owed under this Agreement including Court sessions attended and hours of attendance.

III. MATERIALS:

The Contractor will be responsible for and complete the objectives of this Agreement with the use of her own materials and equipment (i.e. e-mail access, computer hardware and software, word processing software) and any other equipment necessary for the completion of her duties. The Contractor shall be responsible for her computer system to be compatible with BIS.

IV. ABSENCES:

When illness or unexpected emergency occurs, which prevents the Contractor from fulfilling the above duties, the Contractor is required to advise the Court Clerk or Deputy Court Clerk as soon as possible.

V. TERMINATION:

It is agreed that should termination of the above services be desired by either the City or the Contractor, the following shall be applicable:

- Two (2) months advance notice in writing is required;
- On June 30, 2024;
- Whichever occurs first.

VI. MISCELLANEOUS:

This agreement shall be interpreted pursuant to the Laws of the State of Michigan. Any dispute therein shall be adjudicated by arbitration using the American Arbitration Association Rules. No other agreements or understandings are either expressed or implied except contained herein.

It is agreed that any changes to this agreement shall only be effective if signed by the City Administrator/Acting City Administrator, and the Contractor.

This agreement is made and entered into the date and year as shown on page. It is effective May 26, 2023.

CONTRACTOR

CITY OF GROSSE POINTE WOODS

By: _____
Rachelle Matouk

By: _____
Frank Schulte
City Administrator

APPROVED:

Debra Walling
City Attorney
Dated: _____

CITY OF GROSSE POINTE WOODS

PROCLAMATION

WHEREAS, the week of **April 9-15** has been designated **NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**; and

WHEREAS, the number 911 is universally recognized as being dedicated to report emergencies; and

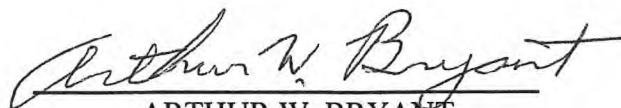
WHEREAS, the responses to calls for help by the telecommunicators of the Public Safety Department of the City of Grosse Pointe Woods gives the citizens of Grosse Pointe Woods a quick response to emergency calls for police, fire, or emergency medical services; and

WHEREAS, the safety of police officers, firefighters, and paramedics is dependent upon the actions of the telecommunicator, and the quality and accuracy of the information obtained from citizens who contact 911; and

WHEREAS, the telecommunicator serves as the first, first responder and the voice of help, providing direction and comfort for those in crisis to rely on when they call 911; and

WHEREAS, 911 telecommunicators play a critical role with their public safety partners, above and beyond the normal call of duty; and

NOW, THEREFORE, I, Arthur W. Bryant, Mayor of the City of Grosse Pointe Woods, Michigan along with the **STATE 911 COMMITTEE**, call upon all citizens of Grosse Pointe Woods and upon all patriotic, civil and educational organizations to observe the week of **April 9-15**, as **NATIONAL PUBLIC SAFETY COMMUNICATORS WEEK** and that all of our residents join in saluting 911 telecommunicators for the exceptional dedication and professionalism put forth in contributing to making Grosse Pointe Woods and the entire state of Michigan a safer place to live, work and visit.



ARTHUR W. BRYANT

Mayor

April 3, 2023





STATE OF MICHIGAN
STATE 911 COMMITTEE
LANSING

GRETCHEN WHITMER
GOVERNOR

MR. JEFF TROYER
CHAIR

National Public Safety Telecommunicators Week Recognizes Michigan’s Emergency Telecommunicators

FOR IMMEDIATE RELEASE:

April 6, 2023

LANSING, MICH. The State 911 Committee (SNC) is recognizing Michigan telecommunicators and their vital contributions to public safety during National Public Safety Telecommunicators Week April 9-15. In Michigan, the SNC is privileged to honor those who serve in this important role in our state.

“It is amazing that another year has come and gone, and another year of incredible service has been provided by our 911 telecommunications professionals,” stated Ms. Joni Harvey, State 911 Administrator. “As new technology, staffing challenges, and a higher demand and need for top quality services evolve, our 911 telecommunicators are always there to meet these challenges head-on while providing the best service available. As each year passes, it becomes clearer the vital role our 911 telecommunicators serve in emergency services. Recognizing and celebrating their endless hard work is not done often enough.”

In Michigan, 911 centers serve as the primary point for dispatching police, fire, and EMS responses. In addition to answering and dispatching emergency calls, telecommunicators also provide pre-arrival instructions for police, fire, and medical calls, activate weather alerts, coordinate additional incident scene response such as medical examiners, child protective services, hospitals, road commission, utility and public works department notifications, callouts for specialized response teams such as search and rescue, SWAT, negotiating teams, and hazmat response teams.

Telecommunicators receive calls through many different 911 dialing systems including wireless, land-line telephones, Voice Over the Internet Protocol (VoIP), smart devices, and text messages.

MORE

The Chair of the SNC, Mr. Jeff Troyer, stated, “National Public Safety Telecommunicators Week is dedicated to the men and women who serve as the critical lifeline to public safety emergency services. Many of them are over-worked and receive very little recognition as the first, public safety first-responder. Please join me in thanking and commending all public safety telecommunicators throughout the State of

ASSOCIATION OF PUBLIC SAFETY COMMUNICATIONS OFFICIALS • COMMERCIAL MOBILE RADIO SERVICE • DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS • DEPARTMENT OF STATE POLICE • DEPUTY SHERIFF’S ASSOCIATION • FRATERNAL ORDER OF POLICE • MICHIGAN ASSOCIATION OF AMBULANCE SERVICES • MICHIGAN ASSOCIATION OF CHIEFS OF POLICE • MICHIGAN ASSOCIATION OF COUNTIES • MICHIGAN COMMUNICATIONS DIRECTORS ASSOCIATION • MICHIGAN ASSOCIATION OF FIRE CHIEFS • MICHIGAN PROFESSIONAL FIREFIGHTERS UNION • MICHIGAN PUBLIC SERVICE COMMISSION • MICHIGAN SHERIFF’S ASSOCIATION • MICHIGAN STATE POLICE TROOPERS ASSOCIATION • NATIONAL EMERGENCY NUMBER ASSOCIATION • TELECOMMUNICATIONS ASSOCIATION OF MICHIGAN • UPPER PENINSULA EMERGENCY MEDICAL SERVICES • MEMBERS OF THE GENERAL PUBLIC APPOINTED BY THE GOVERNOR, SPEAKER OF THE HOUSE, AND MAJORITY LEADER OF THE SENATE

Michigan who make sure residents and visitors get the help they need when they need it most.”

The SNC was established in accordance with Public Act 79 of 1999. It is a 21-member organization that works to promote the successful development, implementation, and operation of 911 systems across Michigan.

Quick Facts about 911:

- On February 16, 1968, Alabama Speaker of the House, Mr. Rankin Fite, made the first 911 call from the Haleyville City Hall.
- Today there are 135 primary Public Safety Answering Points (PSAPs) in Michigan.
- According to the SNC’s 2022 Annual Report to the Michigan Legislature, of the counties and service districts that reported, telecommunicators in Michigan answered: 6,604,490 calls to 911; 9,488 texts-to-911; and 7,789,476 calls from non-emergency 911 lines.
- There are approximately 2,200 telecommunicators in Michigan.
- Certified 911 telecommunicators in Michigan must complete at least 80 hours of basic and advanced dispatch training within their first 24 months of employment, maintain continuing education requirements by participating in approved courses, and accumulate at least 24 continuing education hours every 24 months.
- Michigan currently has 81 counties converted to an IP-based service, which allows for more advanced Next-Generation 911 call handling. One county and one Wayne County Service District are working through the process.
- As of February 2023, 82 Michigan counties and three Wayne County Service Districts have deployed text-to-911. A map of current text-to-911 deployments can be found [here](#).

###

Media Contacts:

Ms. Joni Harvey, 517-599-4590, harveyj6@michigan.gov
Mr. Jeff Troyer 269-488-6616 jtroyer@kccda911.org

CERTIFICATE

OF APPRECIATION

In honor of Public Safety Telecommunicators Week
April 9-15, 2023

Grosse Pointe Woods Department of Public Safety

On behalf of the State 911 Committee, we thank you. Each year you
prove to be dedicated, resilient, and compassionate.
What you do matters!



Jeff Troyer, Chair
State 911 Committee



Jordyn Sellek, Vice-Chair
State 911 Committee



Joni Harvey
State 911 Administrator



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

Date: March 29, 2023
To: Frank Schulte, City Administrator *F.S.*
From: John G. Kosanke, Director of Public Safety
John G. Kosanke
Subject: National Opioid Settlement Participation

On December 20, 2021, the City of Grosse Pointe Woods received City Council approval to participate in proposed nationwide opioid litigation settlements by registering with the State of Michigan. The settlements were reached over years of negotiations with pharmaceutical distributors including McKesson, Cardinal Health and AmerisourceBergen, and one manufacturer – Janssen Pharmaceuticals, Inc. and its parent company, Johnson & Johnson. The settlements require the distributors to implement safeguards to prevent the over-prescription of opioids and place restrictions on the marketing, sale, and distribution of opioids. Specific details can be found at <https://nationalopioidsettlement.com>.

Since that time, nationwide settlements relating to the distribution and sale of opioids have been reached against two national pharmacies, CVS and Walmart, and against two pharmaceutical companies, Teva Pharmaceutical Industries and AbbVie/Allergan. The new settlements require the distributors to pay up to \$16.5 billion dollars to municipal entities across the country for over thirteen years. The settlements are primarily earmarked for participating states and subdivisions to remediate and abate impacts of the opioid crisis and also include the payment of attorney fees for subdivisions that hired counsel to sue these companies on their behalf (“Litigating Subdivisions”). The State of Michigan has chosen to participate in these settlements and will provide a higher payment to local subdivisions than what was proposed in the national settlements. The State of Michigan is expected to receive payment of an estimated \$450 million dollars from the new settlements. It has not yet been determined what dollar amount would be received by the City of Grosse Pointe Woods.

The funds would be used for First Responder training in addition to the expansion of training for schools, community support programs, and families. The primary use of the training would be to educate law enforcement regarding the appropriate practices and precautions when dealing with fentanyl or other drugs. The funds would also be used to provide wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

The terms of the proposed settlement have been reviewed by City Attorney Debra Walling and a Resolution to approve the opting-in for the National Opioid Litigation Settlements with CVS, Walmart, Teva, Allergan and other defendants has been created. A draft of the resolution is attached. I recommend that the resolution and the documents pertaining to the settlement be approved and signed by the City Administrator.

The deadline to request participation in the settlement is April 18, 2023.

CITY OF GROSSE POINTE WOODS

**RESOLUTION APPROVING OPTING-IN TO THE NATIONAL OPIOID LITIGATION
SETTLEMENTS WITH CVS, WALMART, TEVA AND ALLERGAN AND OTHER
DEFENDANTS IN THE NATIONAL OPIOID LITIGATION**

At a regular meeting of the City Council of the City of Grosse Pointe Woods on April 3, 2023, at 7:00 P.M., with those present and absent being,

PRESENT: _____

ABSENT: _____

the following preamble and resolution were offered by _____ and supported by _____:

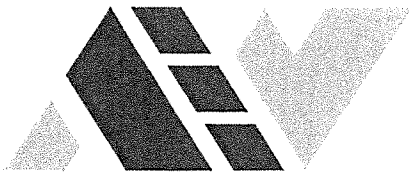
WHEREAS, after several years of negotiation, nationwide settlements relating to the distribution and sale of opioids have been reached against two national pharmacies, CVS and Walmart and against two pharmaceutical companies, Teva Pharmaceutical Industries and AbbVie/Allergan. These settlements are in addition to the settlements previously approved in 2021 with distributors, McKesson, Cardinal Health and AmerisourceBergen and one manufacturer, Janssen Pharmaceuticals, Inc., and its parent company Johnson & Johnson. The settlements require the companies to pay up to \$16.5 billion dollars to municipal entities across the country over 13 years. The settlement payments are primarily earmarked for participating states and state subdivisions to remediate and abate impacts of the opioid crisis and also include the payment of attorney fees for subdivisions that hired counsel to sue these companies on their behalf ("Litigating Subdivisions"); and

WHEREAS, the settlements place numerous requirements on the companies to implement safeguards to prevent the over distribution and sale of opioids. Michigan has chosen to participate in each of these settlements and has negotiated a settlement agreement with the Litigating Subdivisions that will provide a higher payment to local subdivisions than what was proposed in the national settlements; and

WHEREAS, the City has received notice that it is eligible to participate in the settlements. Any funds received from the settlements must be spent on opioid remediation, which is defined in the settlement agreements. However, if a majority of governments that sued the companies do not accept the settlements, the proposed deals will fail, and litigation will continue; and

WHEREAS, the four proposed settlements require the participating subdivisions to agree to the settlement terms. The settlements require: i) an agreement to the terms of the settlements; ii) a release of claims; iii) an agreement that monies received can only be spent on opioid remediation and; iv) a consent to the jurisdiction of the Court where the Settlement Judgment is filed; and

WHEREAS, additional settlements with other defendants are anticipated, with similar terms and conditions.



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

51301 Schoenherr Road, Shelby Township, MI 48315
586.723.1234 | www.aewinc.com

March 24, 2023

Shawn Murphy, Deputy Controller
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

RECEIVED

MAR 30 2023

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Reference: 2022 Sewer Rehabilitation by Full Length C.I.P.P. Lining
City of Grosse Pointe Woods
AEW Project No. 0160-0454

Dear Mrs. Murphy:

Enclosed please find Final Construction Pay Estimate, Sworn Statement and Consent of Surety for the above referenced project. For work performed through December 31, 2022 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$3,168.90** to Insituform Technologies USA, LLC, PO Box 74008440 Chicago, IL 60674-8440

If you have questions or require additional information, please contact our office.

Sincerely,

DocuSigned by:
Frank Varicalli
C4D17CC8031F4D4...

Frank D. Varicalli
Infrastructure Rehab Group Lead

PO 47293
592-537-976.002
OK - *[Signature]*

SM 3/29/23

FS 3-30-23

cc: Frank Schulte, City Administrator
Jim Kowalski, Director of Public Services
Jeanne Duffy, Grosse Pointe Woods
Susan Como, Assistant City Administrator
Ursula Youngblood, Insituform Technologies USA, LLC
Matt Brinkoetter, Insituform Technologies USA, LLC



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

3/9/2023 8:21 AM

FieldManager 5.3c

Contract: .0160-0454, 2022 Sewer Rehabilitation by Full Length CIPP Lining

Estimate No. 5	Estimate Date 12/31/2022	Entered By Michelle Ankawi	Estimate Type Final	Managing Office Anderson, Eckstein and Westrick, Inc.
All Contract Work Completed 10/30/2022		Construction Started Date	Prime Contractor Insituform Technologies USA, LLC 580 Goddard Avenue Chesterfield MO 63005	
Comments Current Contract Amount: \$233,348.90 % Completed: 100%				

Item Usage Summary

Project: 0160-0454, 2022 Sewer Rehabilitation by Full Length CIPP Lining

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Mineral Deposit, Rem	Ea	4027050	0075	0075	00	000	41.000	52.90	\$2,168.90
Subtotal for Category 0000:									\$2,168.90
Subtotal for Project 0160-0454:									\$2,168.90
Total Estimated Item Payment:									\$2,168.90

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0454, 2022 Sewer Rehabilitation by Full Length CIPP Lining	0005	\$2,168.90	\$0.00	\$2,168.90
Voucher Total:				\$2,168.90

Summary

Current Voucher Total:	\$2,168.90	Earnings to date:	\$233,348.90
-Current Retainage:	(\$1,000.00)	- Retainage to date:	\$0.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$3,168.90	Net Earnings to date:	\$233,348.90
		- Payments to date:	\$230,180.00
		Net Earnings this period:	\$3,168.90



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

3/9/2023 8:21 AM

FieldManager 5.3c

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.

Frank Varicalli

03/27/2023

C4D17CC8031F4B4...

Frank D. Varicalli, AEW, Inc.

(Date)

Matt Brinkotter

03/24/2023

0E82D5D7F6164BD...

Insituform Technologies USA, LLC

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 5

3/9/2023 8:21 AM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Contract: .0160-0454, 2022 Sewer Rehabilitation by Full Length CIPP Lining

Project: 0160-0454, 2022 Sewer Rehabilitation by Full Length CIPP Lining

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Audio Visual Record of Construction Area	1027051	1.000	LS		1.000	1.000	100%	2,646.40000	\$2,646.40
0010	_ Bonds, Insurance and Initial Set-Up Expense (3% Max)	1027051	1.000	LS		1.000	1.000	100%	6,500.00000	\$6,500.00
0015	_ Sewer, CIPP, 10 inch, Full Length	4027001	751.000	Ft		751.000	751.000	100%	31.20000	\$23,431.20
0020	_ Sewer, CIPP, 12 inch, Full Length	4027001	2,380.000	Ft		2,380.000	2,380.000	100%	46.70000	\$111,146.00
0025	_ Sewer, CIPP, 15 inch, Full Length	4027001	644.000	Ft		644.000	644.000	100%	62.10000	\$39,992.40
0030	_ Sewer, Post-Construction, CCTV, 10 inch	4027001	751.000	Ft		751.000	751.000	100%	1.10000	\$826.10
0035	_ Sewer, Post-Construction, CCTV, 12 inch	4027001	2,380.000	Ft		2,380.000	2,380.000	100%	1.10000	\$2,618.00
0040	_ Sewer, Post-Construction, CCTV, 15 inch	4027001	644.000	Ft		644.000	644.000	100%	1.10000	\$708.40
0045	_ Sewer, Pre-Construction, Clean and CCTV, 10 inch	4027001	751.000	Ft		751.000	751.000	100%	4.80000	\$3,604.80
0050	_ Sewer, Pre-Construction, Clean and CCTV, 12 inch	4027001	2,380.000	Ft		2,380.000	2,380.000	100%	5.00000	\$11,900.00
0055	_ Sewer, Pre-Construction, Clean and CCTV, 15 inch	4027001	644.000	Ft		644.000	644.000	100%	5.30000	\$3,413.20
0060	_ Cutting Service Lead Protrusions	4027050	10.000	Ea		10.000	10.000	100%	52.90000	\$529.00
0065	_ Lateral, Preparation	4027050	0.000	Ea		0.000			52.90000	
0070	_ Lateral, Reinstate	4027050	90.000	Ea		90.000	90.000	100%	90.40000	\$8,136.00
0075	_ Mineral Deposit, Rem	4027050	209.000	Ea	41.000	209.000	209.000	100%	52.90000	\$11,056.10
0080	_ Traffic Maintenance and Control	8127051	1.000	LS		1.000	1.000	100%	6,312.00000	\$6,312.00
0085	_ Deliverables	8267051	1.000	LS		1.000	1.000	100%	529.30000	\$529.30

Subtotal for Category 0000: 233348.90

Subtotal for Project 0160-0454: 233348.90

Percentage of Contract Completed(curr): 100%
 (total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$2,168.90

Total Amount Earned To Date: \$233,348.90

**CONSENT OF SURETY
TO FINAL PAYMENT**
AIA DOCUMENT G707

OWNER _____
ARCHITECT _____
CONTRACTOR _____
SURETY _____
OTHER _____

(Instructions on reverse side)

Bond No. 107656839

TO (OWNER)
(Name and address)

ARCHITECT'S PROJECT NO:

**City Of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe, MI 48236**

Contract For:

Contract Date: 7/11/2022

PROJECT:

(Name and address)

2022 Sewer Rehabilitation by Full Length CIPP Lining AEW Project No. 0160-0454

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the

(here insert name and address of Surety)

**Travelers Casualty and Surety Company Of America
One Tower Square
Hartford, CT 06183**

, SURETY,

on bond of

(here insert name and address of Contractor)

**INSITUFORM TECHNOLOGIES USA, LLC
580 Goddard Avenue
Chesterfield, MO 63005**

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety Company of any of its obligations to

(here insert name and address of Owner)

**City Of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe, MI 48236**

, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF, the Surety Company has hereunto set its hand this **23rd** day of **March, 2023**.

(Insert in writing the month following by the numeric date and year)

By: Jamie Briggs
(seal) Attest: Jamie Briggs, Witness

Travelers Casualty and Surety Company Of America
Surety Company

Andrew P. Thome
Andrew P. Thome, Attorney-in-Fact

INSTRUCTION SHEET

FOR AIA DOCUMENT G707, CONSENT OF SURETY TO FINAL PAYMENT

A. GENERAL INFORMATION

1. Purpose

This document is intended for use as a companion to AIA Document G706, Contractor's Affidavit of Payment to Debts and Claims, on construction projects where the Contractor is required to furnish a bond by obtaining the Surety's approval of final payment to the Contractor and its agreement that final payment will not relieve the Surety of any of its obligations, the Owner may preserve its rights under the bond.

2. Related Documents

This document may be used with most of the AIA's Owner-Contractor agreements and general conditions, such as A201 and its related family of documents. As noted above, this is a companion document to AIA Document G706.

3. Use of Current Documents

Prior to using any AIA document, the user should consult the AIA, an AIA component chapter or a current AIA Documents List to determine the current edition of each document.

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A limited license is hereby granted to retail purchasers to reproduce a maximum of ten copies of a completed or executed G707, but only for use in connection with a particular project. Further reproductions are prohibited without the express permission of the AIA.

B. CHANGES FROM THE PREVIOUS EDITION

Changes in the location of various items of information were made, without revision to the substance of the document.

C. COMPLETING G707 FORM

GENERAL : The bond form is the usual source of required information such as the contract date and the names and addresses of the Surety, Owner, Contractor, and Project.

ARCHITECT'S PROJECT NO.: This information is typically supplied by the Architect and entered on the form by the Contractor.

CONTRACT FOR: This refers to the scope of the contract, such as "General Contractor" or "Mechanical Work".

D. EXECUTION OF THE DOCUMENT

The G707 form requires both the Surety's seal and the signature of the Surety's authorized representative.

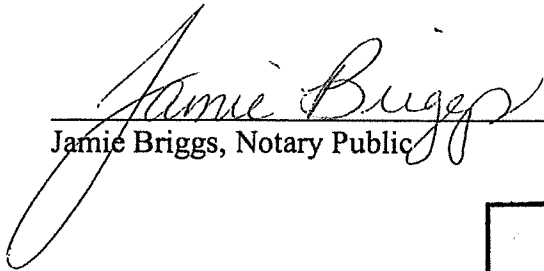
State of Missouri
County of St. Louis

On 3/23/2023, before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared Andrew P. Thome known to me to be Attorney-in-Fact of

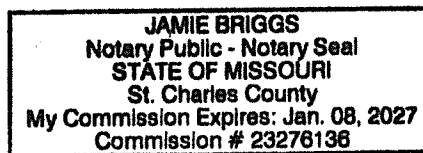
TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

the corporation described in and that executed the within and foregoing instrument, and known to me to be the person who executed the said instrument in behalf of said corporation, and he duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year stated in this certificate above.



Jamie Briggs, Notary Public



My Commission Expires: _____



**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

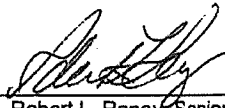
KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **ANDREW P THOME** of **CHESTERFIELD**, Missouri, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, 2021.



State of Connecticut

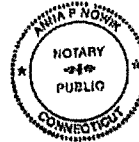
City of Hartford ss.

By: 
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, 2026




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is


FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **23rd** day of **March**, 2023




Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**

SWORN STATEMENT

STATE OF MICHIGAN)
) SS.
 COUNTY OF LIVINGSTON

MAT Brinkhoff, being duly sworn, deposes and says: That Insituform Technologies, USA LLC. is a/the (contractor)(subcontractor)(supplier) for an Improvement to the following described real property situated in WAYNE County, Michigan, described as follows: 2022 SEWER REHAB BY FULL LENGTH CIPP LINING
CROSSE POINTE WOODS AEW 0160-0454

That the following is a statement of each subcontractor and supplier and laborer, for which laborer the payment of wages or fringe benefits and withholdings is due but unpaid, with whom the (contractor)(subcontractor)(supplier) has (contracted)(subcontracted)(supplied material)(supplied labor) for performance under the contract with the owner or lessee hereof, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

Name, address and telephone number of Subcontractor, Supplier, or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owing	Balance to Complete	Amount of Laborer Wages Due But Unpaid	Retention	Amount of Laborer Fringe Benefits and Withholdings Due But Unpaid
IPERLIVE MANAGEMENT 21, INC. 2673 E. MAPLE 2022 MEDFORD, MI 48381	CLEAN AND TELEUSE	\$32,354.50	\$32,354.50	0	0	0	0	0
RE-CONSTRUCTION MEDIA 681 Torrey Grove Circle EAST BLOOMFIELD, MI 48323	PRE-CONVOIDED	\$1,250	\$1,250	0	0	0	0	0
	TOTALS							

That the contractor has not procured material from, or subcontracted with, any person other than those set forth on the reverse side and owes no money for the improvement other than the sums set forth on the reverse side.

Deponent further says that he or she makes the foregoing statement as the (contractor)(subcontractor)(supplier) or as of the (contractor)(subcontractor)(supplier) for the purposes of representing to the owner or lessee of the premises described on the reverse side and his or her agents that the property described on the reverse side is free from claims of construction liens, or the possibility of construction liens, except as specially set forth on the reverse side hereof and except for claims of construction liens by laborers which may be provided pursuant to Section 109 of the Construction Lien Act, Act No. 497 of the Public Acts of 1980, as amended, being Section 570.1109 of the Michigan Compiled Laws.

WARNING TO OWNER: AN OWNER OR LESSEE OF THE PROPERTY DESCRIBED ON THE REVERSE SIDE HEREOF MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

Mat Brinkhoff
 (Deponent)
 Subscribed and sworn to before me this 23rd day of March, 2023.

"ON RECEIPT OF THIS SWORN STATEMENT, THE OWNER OR LESSEE, OR THE OWNER'S OR LESSEE'S DESIGNEE, MUST GIVE NOTICE OF ITS RECEIPT, EITHER IN WRITING, BY TELEPHONE, OR PERSONALLY, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING UNDER SECTION 109 OR, IF A NOTICE OF FURNISHING IS EXCUSSED UNDER SECTION 108 OR 108A, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER NAMED IN THE SWORN STATEMENT. IF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR WHO IS NAMED IN THE SWORN STATEMENT MAKES A REQUEST, THE OWNER, LESSEE, OR DESIGNEE SHALL PROVIDE THE REQUESTER A COPY OF THE SWORN STATEMENT WITHIN 10 BUSINESS DAYS AFTER RECEIVING THE REQUEST."

State of Michigan, Notary Public
Livingston County, Michigan
 My commission expires: Jan 25, 2027
 Acting in Livingston County

Kelly Dzmelyk
 KELLY DZMELYK
 Notary Public - State of Michigan
 County of Livingston
 My Commission Expires Jan 25, 2027
 Acting in the County of Livingston

WARNING TO DEPONENT: A PERSON, WHO WITH INTENT TO DEFRAUD, GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.1110 OF THE MICHIGAN COMPILED LAWS.



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

February 27, 2023 - Rev March 28, 2023

Invoice No: 22-064 - 7

Frank Schulte
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RECEIVED

MAR 28 2023

Project 22-064 Grosse Pointe Woods Planning Services
Professional Services from January 1, 2023 to January 31, 2023

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Professional Hourly Services

		Hours	Rate	Amount
President				
Jackson, John	1/19/2023	1.00	150.00	150.00
Prepare for and attend January 19, 2023 meeting with wholesale wine shop regarding potential expansion.				
Senior Planner				
Boettcher, Michael	1/6/2023	1.25	100.00	125.00
Completed and sent two public zoning inquiries. Established work calendar with Master Plan consultant.				
Boettcher, Michael	1/9/2023	5.25	100.00	525.00
Identify next steps in development process for 19876 Mack Avenue. Communicated with developer. Traveled to, attended, and followed up on agenda items for the Planning Commission meeting on January 9, 2023.				
Boettcher, Michael	1/12/2023	1.00	100.00	100.00
Held pre-development meeting with applicant regarding 19876 Mack Avenue.				
Boettcher, Michael	1/13/2023	1.50	100.00	150.00
Researched ordinances related to keeping live poultry in residential districts.				
Boettcher, Michael	1/18/2023	2.00	100.00	200.00
Revised and resubmitted a version of the Annual Planning Report. Conducted research on chicken ordinances.				
Boettcher, Michael	1/19/2023	2.25	100.00	225.00
Communicated with Planning Commission members to finalize Annual Planning Report and regarding the next Planning Commission meeting on January 24, 2023.				
Boettcher, Michael	1/20/2023	2.00	100.00	200.00
Final Annual Planning Report submitted and final agenda modifications approved for the Planning Commission meeting on January 24th, later canceled.				

Boettcher, Michael	1/25/2023	2.00	100.00	200.00
Researched and compiled chicken ordinances per City Administrator request.				
Boettcher, Michael	1/26/2023	2.00	100.00	200.00
Chicken ordinance research and zoning policy regarding a prospective business. Outlined issues and transmitted to the City Attorney.				
Warren, Alicia	1/17/2023	2.00	85.00	170.00
Research and review proposed chicken ordinance.				

Total	\$2,245.00
Invoice Total	<u><u>\$2,245.00</u></u>

THANK YOU. Please remit to above address and indicate project number on voucher.

19371818.00

SM 3/28/23

FS 3-28-23



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Frank Schulte
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

March 17, 2023
Invoice No: 22-064 - 8

RECEIVED

MAR 27 2023

Project 22-064 Grosse Pointe Woods Planning Services
Professional Services from February 1, 2023 to February 28, 2023

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Professional Hourly Services

	Hours	Rate	Amount
Senior Planner			
	2.00	100.00	200.00
Created draft maps of proposed social district commons and emailed City Administrator information about where and how best to locate social districts and commons areas. Conducted online and phone research into specific procedures to establish social districts and commons, including conversations with Grosse Pointe City and Ferndale representatives.			
	2.25	100.00	225.00
Prepare for and attend February 27, 2023 City Council Committee of the Whole.			
	7.25	100.00	725.00
Research, communication with Northville and Ann Arbor, and prepare Chicken Ordinance and presentation.			
Assistant Planner			
	1.25	85.00	106.25
Perform research for the Chicken Ordinance.			
Total			\$1,256.25
Invoice Total			\$1,256.25

Outstanding Invoices

Number	Date	Balance
7	2/27/2023	3,730.00
Total		\$3,730.00

THANK YOU. Please remit to above address and indicate project number on voucher.

101371818.000

SM 3/27/23

FS 3-27-23



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Frank Schulte
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

March 17, 2023
Invoice No: 21849 - 71

RECEIVED

MAR 27 2023

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Project 21849 Grosse Pointe Woods Building Services

Professional Services from February 1, 2023 to February 28, 2023

Building Department Services - 85% of Revenue

Contract Amount

Number of Permit Revenue	39,825.00
Fee Each	.85
Total Fee	33,851.25

Total Fee \$33,851.25

Vehicle Credit	(500.00)
Total	(\$500.00)

General Zoning/Administration

General Zoning/Administration professional services.

	Hours	Amount
Senior Planner		
	11.75	
Assistant Planner		
	1.00	
Total		0.00

Invoice Total \$33,351.25

101371 818000

SM 3/27/2023

THANK YOU. Please remit to above address and indicate project number on voucher.

FS 3-27-23

CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC WORKS



ANNUAL REPORT
2022

CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC WORKS
2022 ANNUAL REPORT
James Kowalski, Director
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236

This report provides a general summary of the many services provided by the Department of Public Works. The department is responsible for water/sewer operations, major and local street maintenance, signs and parking meters, forestry, maintenance of city vehicles, and the oversight of solid waste disposal. In addition, the DPW is responsible for the maintenance of all city buildings and grounds including all city parks.

During 2022, the Public Services/Public Works staff included 26 full-time employees, 6 part-time employees, and 1 part-time contractual employee. Department management includes the Director and Assistant Director of Public Services and Foreman of Parks & Recreation. Full-time Public Works employees include six Crew Chiefs, 13 Operator II's, two Mechanics, one Confidential Administrative Assistant and one Administrative Clerk at the DPW. Part-time employees include five Operator I employees at Lake Front Park and one contractual Geographic Information System (GIS) Technician who inputs information for permanent city records. The Department also hires four seasonal gardeners each year to assist with general grounds maintenance throughout the city and its parks during the summer and may hire 1-3 seasonal employees to assist with the parks, if needed.

In 2022, Department of Public Services management, together with the city's consulting engineering firm, Anderson, Eckstein & Westrick (AEW), supervised approximately \$2.37 million in city infrastructure construction projects. These projects included:

- Reconstruction of Allard Road (from Chester to west city limit)
- Asphalt crack sealing in District 8 (south side of Vernier to Fairford, between Fairway and east city limit) and throughout city as needed.
- Asphalt patching of Lochmoor (from Wedgewood to east city limit), Lennon (Mack to west city limit), Bramcaster (Prestwick to Huntington), and the Torrey Road Municipal Parking Lot
- Sewer Structure Repairs throughout the city (lining and open cut)
- Sewer System level sensors and SCADA services
- Miscellaneous Concrete Pavement Repairs throughout the city, including various parking bays throughout the city

The following report offers information on special projects and tasks accomplished during 2022, as well as general tasks completed by DPW employees during 2022 as compared to 2021.

SPECIAL PROJECTS

Department of Public Works employees worked on several special projects during 2022. These projects included:

City Hall

- Assembled and repaired wheels on multiple chairs in Public Safety Dispatch
- Changed out water filters in water fountains
- Delivered bulk mail to main post office for elections in 2022
- Designed and installed new instructional door stickers at Municipal Court
- Electrical repairs throughout Municipal Complex
- Installed handrail at Community Center garden area
- Installed new corkboard in Public Safety
- Installed memorial pavers around the clock in front of the Robert E. Novitke Municipal Center
- Moved desks in Detective Bureau
- Moved voting box at City Hall to basement
- Plumbing repairs throughout Municipal Complex
- Preparation, clean up and set up/take down for Annual Flower Sale
- Preparation, clean up and set up/take down for Fall Fest
- Preparation, clean up and set up/take down for Music on the Lawn events
- Preparation, clean up and set up/take down for Polar Express
- Preparation, clean up and set up/take down for Winterfest
- Preparation, clean up and set up/take down for Woods Aglow
- Repaired electrical distribution boxes on floors in Council Chambers
- Repaired employee parking lot gate arm
- Repaired toilet in Detective Bureau
- Replaced electrical access plate on light post at employee parking lot
- Replaced faucet in Public Safety restroom
- Replaced lights on Community Center porch
- Restocked paper and plastic bags at City Hall and Public Safety
- Winterized sprinklers

DPW

- Built new steps and rail for DPW Sign Truck #44
- Completed home inspections for Building Department during transition
- Electrical repairs
- Installed new paper towel dispenser in restroom
- Installed Supervisory Control and Data Acquisition (SCADA) System and monitor for Torrey Road Pump Station at DPW office
- Preparation, clean up and set up/take down for biannual Hazardous Waste Day/Shredding Service, assisted 435 vehicles on April 23, 2022 and 394 vehicles on October 15, 2022
- Repaired and oiled chain on DPW yard gate
- Repaired cupboard shelf in DPW office

Torrey Road Pump Station

- Annual oversight on pump and motor maintenance
- Installed level sensors and Supervisory Control and Data Acquisition (SCADA) System
- Replaced fittings and shafts for motors that drive pumps
- Switch gear maintenance and repairs

City Streets

- Annual replacement of batteries in parking meters along Mack Avenue
- Assisted the building department with miscellaneous inspections
- Changed out parking meter lenses as needed
- Hot patch street repairs throughout the city
- Hung banners along Mack Avenue to promote shopping local for *The Avenue in the Woods*
- Installed 104 flower pots in baskets on streetlights on Mack Avenue and Vernier Road
- Painted fire hydrants throughout the city
- Raised low hanging cable in rear yard at 1656 Brys
- Repaired bicycle station
- Replace signs removed or damaged throughout the city
- Winterized sprinklers

Lake Front Park

- Added crushed concrete to the boardwalk path
- Build workbench for garage
- Disinfecting all city offices and buildings weekly
- Electrical repairs throughout park
- Fixed damaged sprinklers
- Installed berm to ice skating rink
- Installed jet ski docks in the marina
- Installed lights to platform tennis court steps
- Installed memorial tree markers
- Installed new meters for flow rate of water slide
- Installed windscreens around the tennis courts
- Opened and closed pool
- Painted floors in bathhouse
- Painted the ladders and seawall at the marina
- Planted grass around boat launch
- Preparation, clean up and set up/take down for Egg Stroll
- Preparation, clean up and set up/take down for Hob Nobbin' with Goblins
- Patched asphalt path
- Removed deteriorated concrete on pool deck and poured new concrete
- Removed dead arborvitaes around pool deck
- Removed dead pine trees along Jefferson
- Repaired book station in front of Activities Building
- Repaired front gate

- Repaired roof on Pavilion 1
- Replaced automatic closing gate hardware
- Replaced back flow preventer on water slide
- Replaced broken mounting brackets from water slide
- Replaced electrical panel on sailboat lane
- Repaired path light electrical line by pedestrian bridge
- Replaced putt-putt score card holders
- Replaced rotted shingles on Concession Stand bathrooms
- Replaced steps on Gazebo 4
- Replaced steps on platform tennis courts and front paneling wood
- Trenched and replaced electrical around marina
- Trimmed trees throughout park
- Winterized the sprinklers, marina, pontoon boat, and concession stand

Ghesquiere Park

- General maintenance and repairs to Cook Schoolhouse
- Installed conduit for new surveillance cameras
- Installed 3" drain tile
- Removed old surveillance cameras
- Replaced electrical in restrooms
- Rebuild three toilets

Sweeney Park

- Installed walkway at entrance to park

BUILDINGS & GROUNDS

DPW employees perform many routine repairs and maintenance services for city buildings and grounds as well as general services to other city departments as needed.

These repairs and services include, but are not limited to:

- Custodial, maintenance duties, and repairs at City Hall, Public Safety, DPW and all city parks
- Report streetlights out to DTE as reported by residents
- Raise and lower flags
- Set up/take down signs and voting booths at precincts and errands for city clerk's office during elections
- Water line repairs, rubbing out and polishing water slide, and regular building and grounds repairs and all general maintenance at Lake Front Park
- Plant shrubbery and perform all general grounds maintenance at Chene-Trombly Park, Ghesquiere Park, Jules De Porre Park, and Sweeney Park
- Refresh play surface material around play equipment in city parks
- Maintain tennis courts in city parks

WATER / SEWER

The DPW is responsible for the water distribution system of approximately 68 miles of various size water mains. The State of Michigan requires our city to have at least one certified water distribution operator with a title of S-2 or above. Department of Public Works employees currently hold two S-1, two S-2, one S-3 and five S-4 licenses. The DPW generates the water quality report, or Consumer Confidence Report (CCR) that provides water customers information on the quality of the drinking water and the sources of the water.

In 2022, DPW employees performed 14 final water reads, an increase of one from 2021. DPW employees staked 893 water service locations for Miss Dig in 2022, a 15% increase of the 774 staked in 2021 and completed 25 sprinkler system repairs compared to 23 in 2021. Employees installed 14 new water meters in 2022, a 36% decrease of the 22 new meters in 2021, and installed one new MTU reading devices in 2022 compared to nine in 2021. DPW employees also repaired 12 meters, MTU reading devices, and stop boxes in 2022 compared to 23 repairs in 2021. In addition, 39 water services were shut off and back on in 2022, a 22% decrease from the 50 shut off in 2021. Twenty-seven water services were checked for leaks in 2022 compared to four in 21.

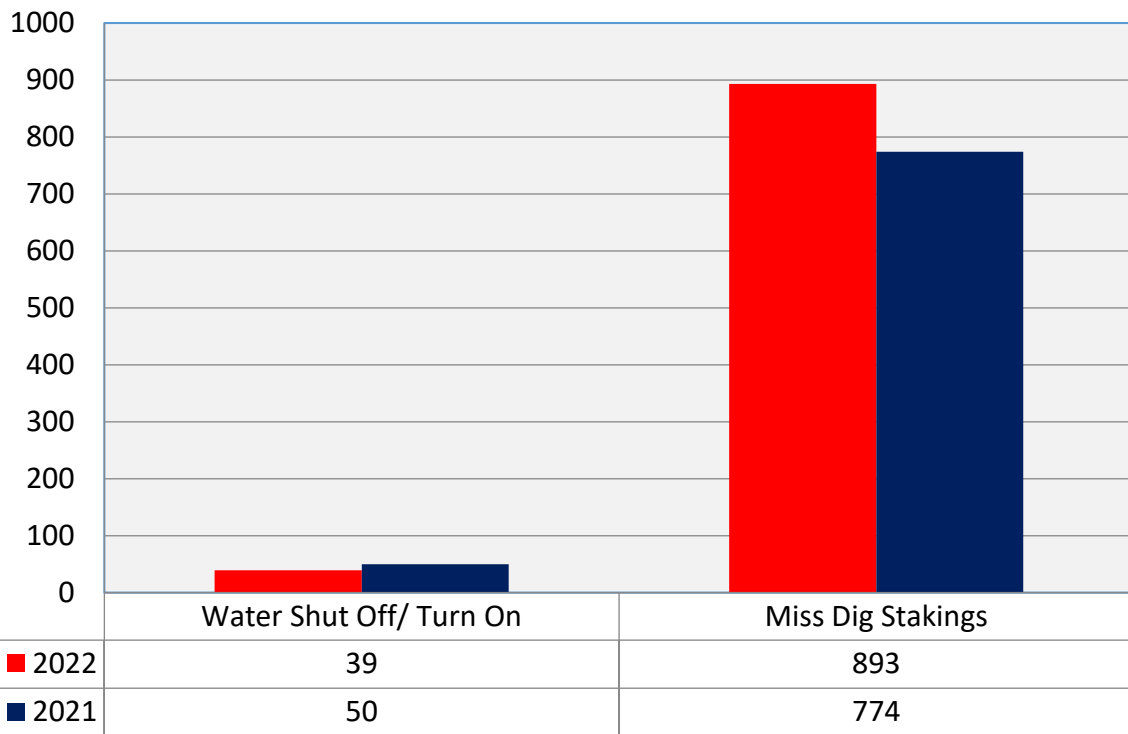
In order to be compliant with the first requirement of new Lead and Copper Rule that was adopted in June of 2018 by the State of Michigan, DPW employees began a program to inventory all water service lines, including the portions on both public and private property, throughout the city. The second requirement is the city must replace all lead and/or galvanized service lines completely, at an average rate of five percent per year, not to exceed 20 years. Galvanized service lines are assumed to be hooked up to a portion of a lead line by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

In 2022, the DPW inventoried 1,376 service line compared to 1,540 service lines in 2021. Thirty-five additional lead and/or galvanized service lines were found, 36 were replaced, bringing the city's known total to 128.

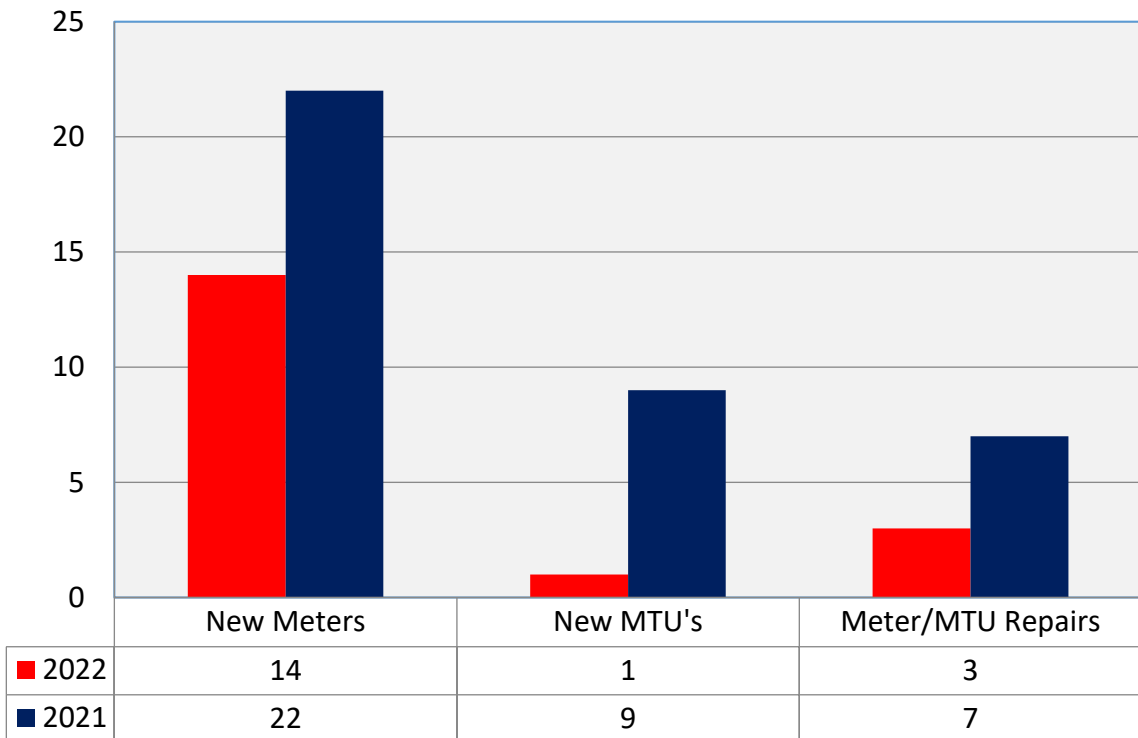
Other water related services performed on a regular basis include:

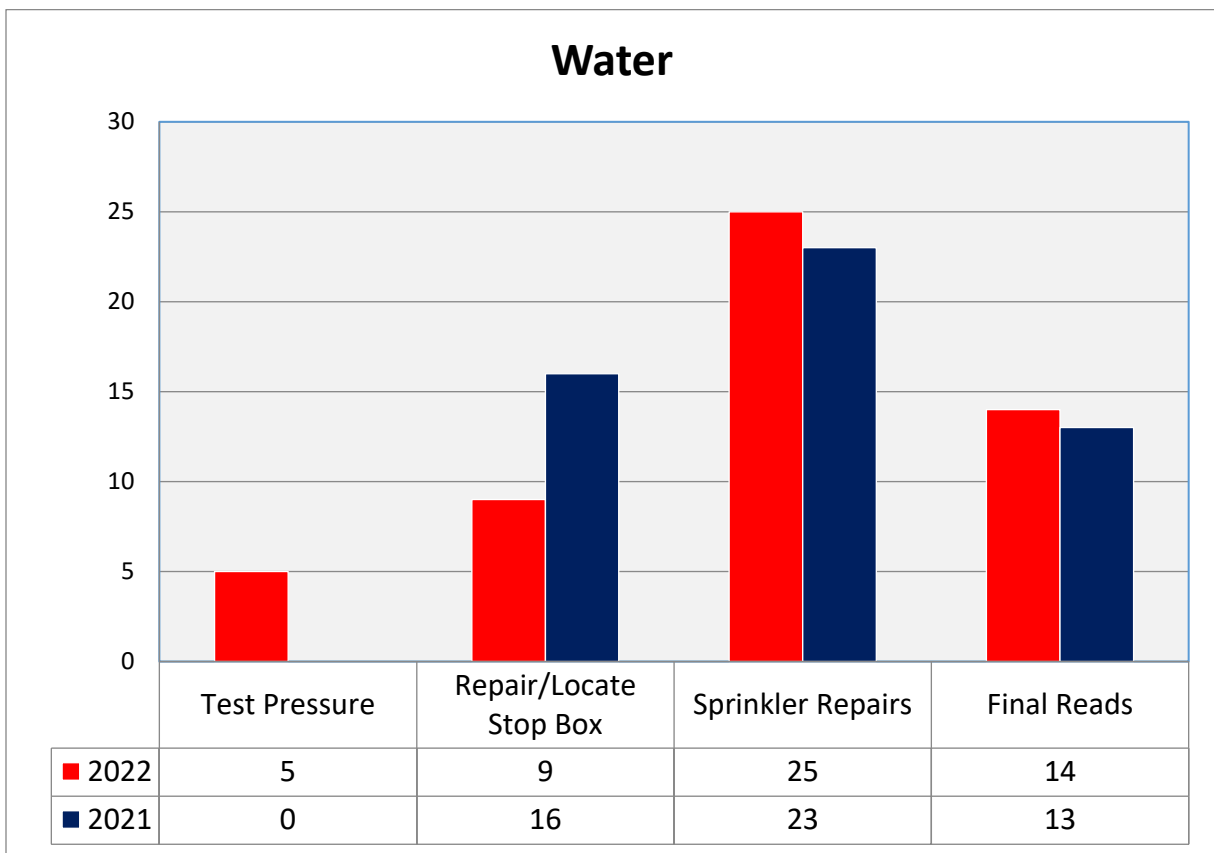
- Assist in the daily operations of the Water Reservoir
- Testing malfunctioning water meters as requested
- Testing water pressure as requested throughout the city
- Regular maintenance, repairs and winterizing the city irrigation system
- Replacing lead water services between water main and stop box as needed

Water



Water





WATER & SEWER REPAIRS/SERVICE

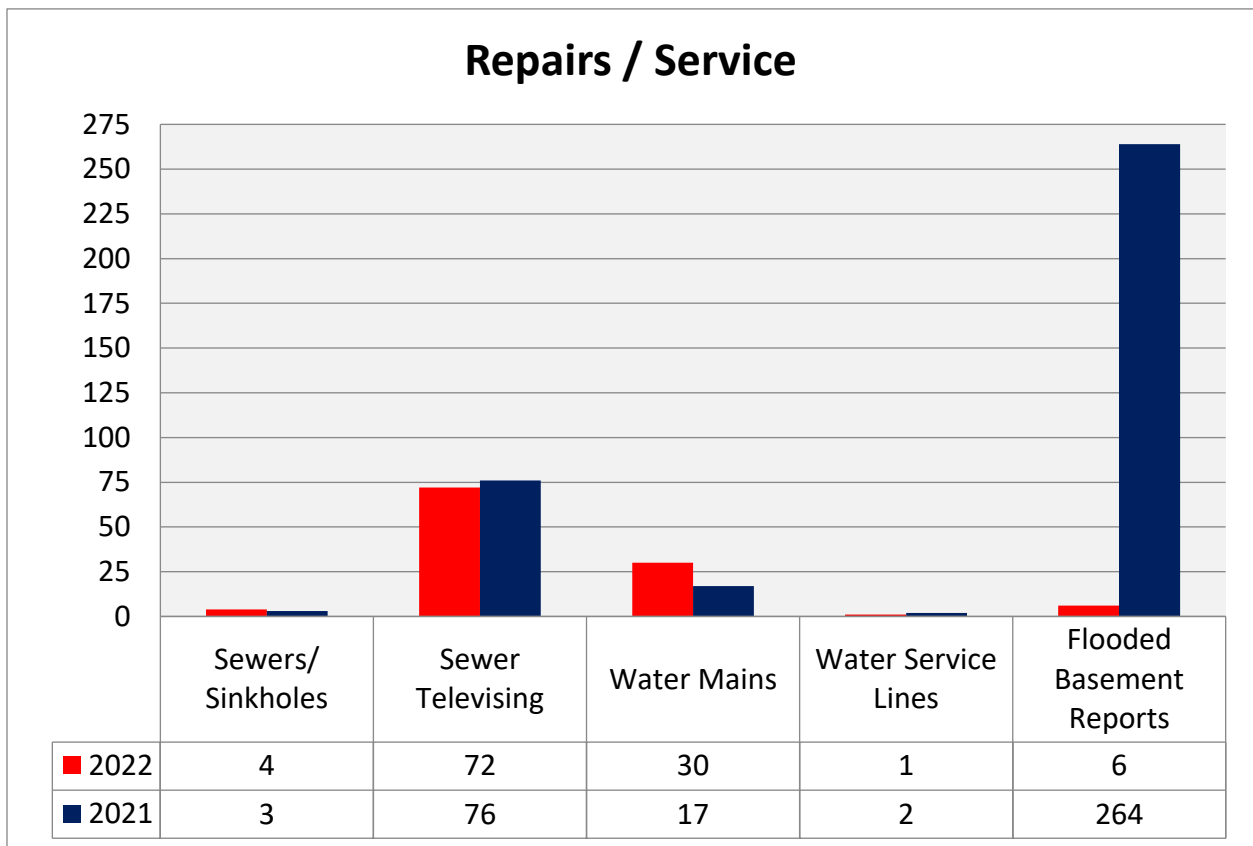
In 2022, DPW employees repaired 30 water main breaks compared to 17 in 2021. One gate valve and one catch basin were repaired in 2022, the same completed in 2021. One new water service connection was made in 2022, compared to two in 2021. As part of our 8-year rotating maintenance schedule, hydrants in district #4 (west of Mack, City Hall to north city limit) were pressure tested, flushed and greased in 2022 as scheduled. During October and November of 2022, all 605 hydrants in the city were checked, pumped and winterized.

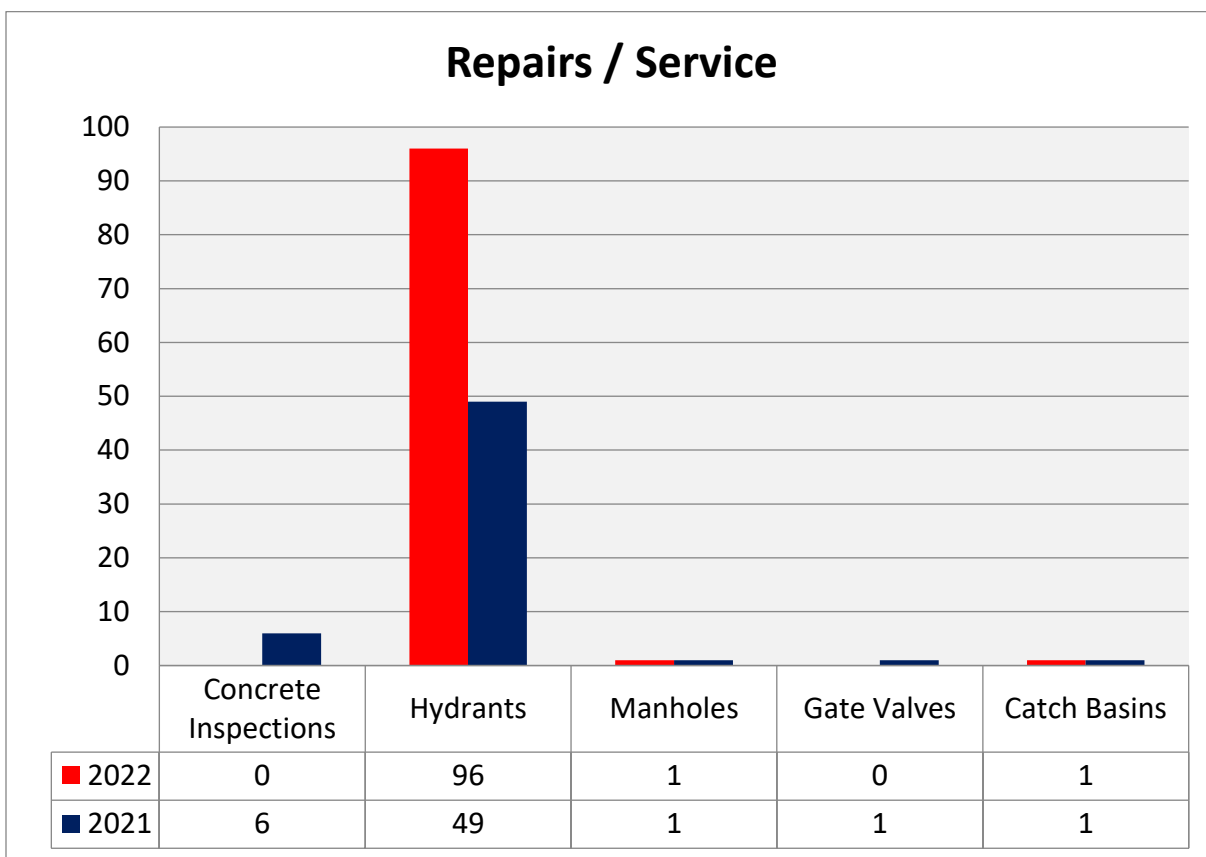
The department is also responsible for maintaining approximately 95 miles of sewer, 1,297 manholes, and the Torrey Road Pump Station (TRPS), which pumps sanitary, and storm water from Grosse Pointe Woods to the Milk River Pump Station. Department sewer related functions include repairing storm and sanitary sewer breaks, maintaining and rebuilding manholes and catch basins, and cleaning city sewer lines. Regular cleaning of catch basins and removal of debris after storms ensures proper street drainage. Eighteen sewer inspections were performed in 2022 compared to 12 in 2021, and four sewer/sinkhole repairs were made in 2022 compared to three in 2021. Six flooded basements were reported in 2022 compared to 264 in 2021. This decrease was caused from the historic rain events that occurred in June and July of 2021. Sewer-televising requests stayed consistent in 2022 with 72 requests compared to 76 in 2021. There were no concrete inspections in 2022, compared to six in 2021.

Other repairs and services provided in 2022 included:

- Assist in the daily operations of the Torrey Road Pump Station

- Exercise water valves throughout the city so in an emergency the mains can be isolated for necessary repairs
- Sewer jetted/cleaned in various city locations
- Annual District sewer jetting to maintain free and clear running lines
- Annual cleaning of all catch basins throughout the city
- Repair damaged sod and/or square and lay sod at water main and sewer repair sites
- Flushing and pressure testing hydrants
- Winterizing hydrants
- Rebuilt spare hydrants





TREES

The DPW forestry crew is responsible for maintenance and care of all city trees including trees in city parks, on all city properties and islands, and between the sidewalk and curb in residential neighborhoods. Crews regularly trim and remove trees and stumps, trim shrubbery and mulch city trees. In 2022, the Director and Assistant Director of Public Services condemned all city and private diseased trees.

In June of 2022, the DPW applied for the 2022 DTE Energy Foundation Tree Planting Grant and the city was awarded \$4,000.00 in October towards the Fall Tree Program. Landscape Source planted 49 trees throughout the city and 21 trees were planted in construction areas. Eight memorial trees were adopted in 2022 and the city’s Tree Commission held its memorial tree dedication ceremony on April 6, 2022 to recognize recipients of the memorial trees in 2022.

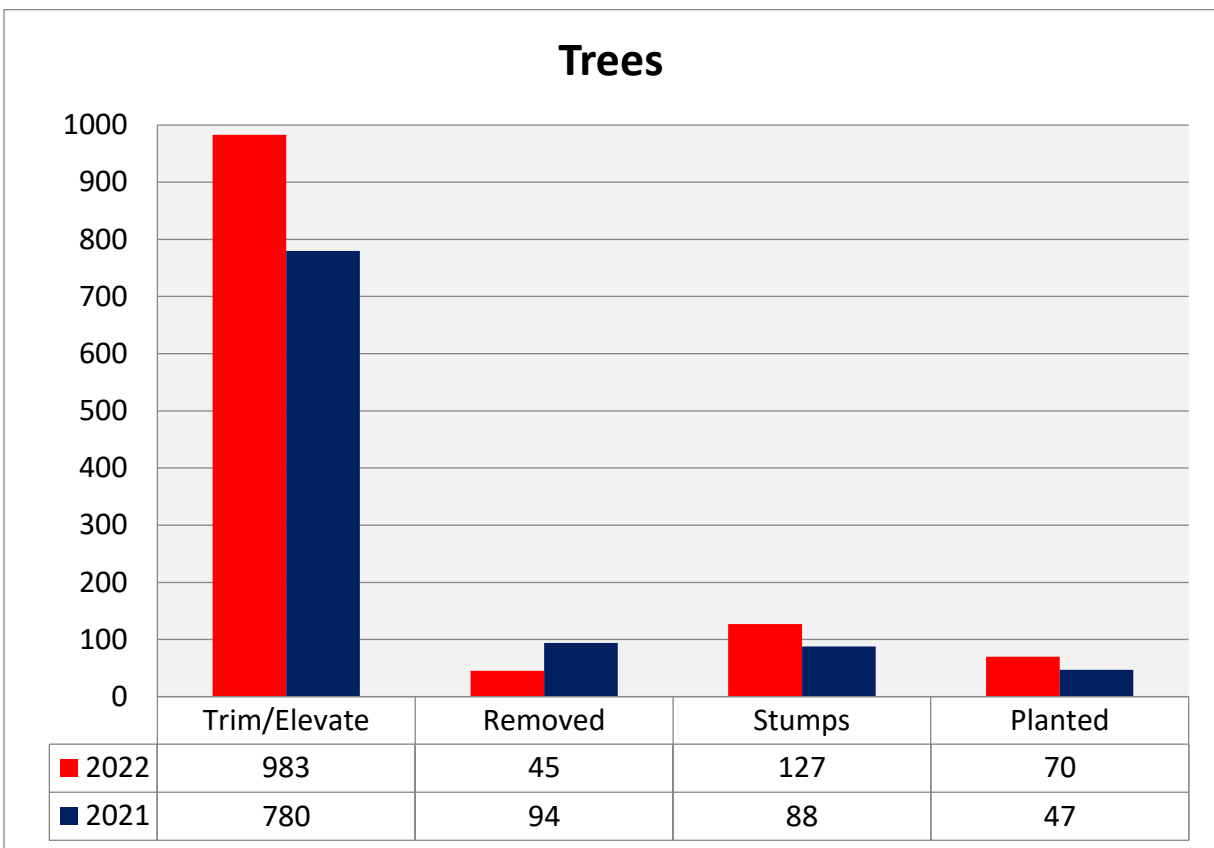
The DPW staff and city contractor Arbor Pro Tree Service removed 45 trees in 2022, a 52% decrease from the 94 trees removed in 2021. The DPW staff also removed 127 stumps in 2022, compared to 88 in 2021.

In January and February of 2022, DPW crews trimmed and elevated trees in District 6 (Mack to Fairway, from Vernier to Torrey). By year-end 983 city trees were trimmed and elevated as part of the regular annual maintenance program and throughout the city as needed.

DPW employees also provide a chipping service to residents for 39 weeks on a four-day schedule. In 2022, DPW spent 2,432 hours chipping brush, compared to 2,576 hours in 2021.

The DPW grounds crew also performed the following annual duties:

- Clean landscape beds on Mack and Vernier and all planting beds throughout the city
- Regular grounds clean up in city parks
- Restore dirt and seed where tree stumps are removed
- Grass cutting and weed whipping, till, fertilize and weed city beds
- Plant annual flowers throughout city and water regularly throughout the season
- Install memorial tree markers



STREETS

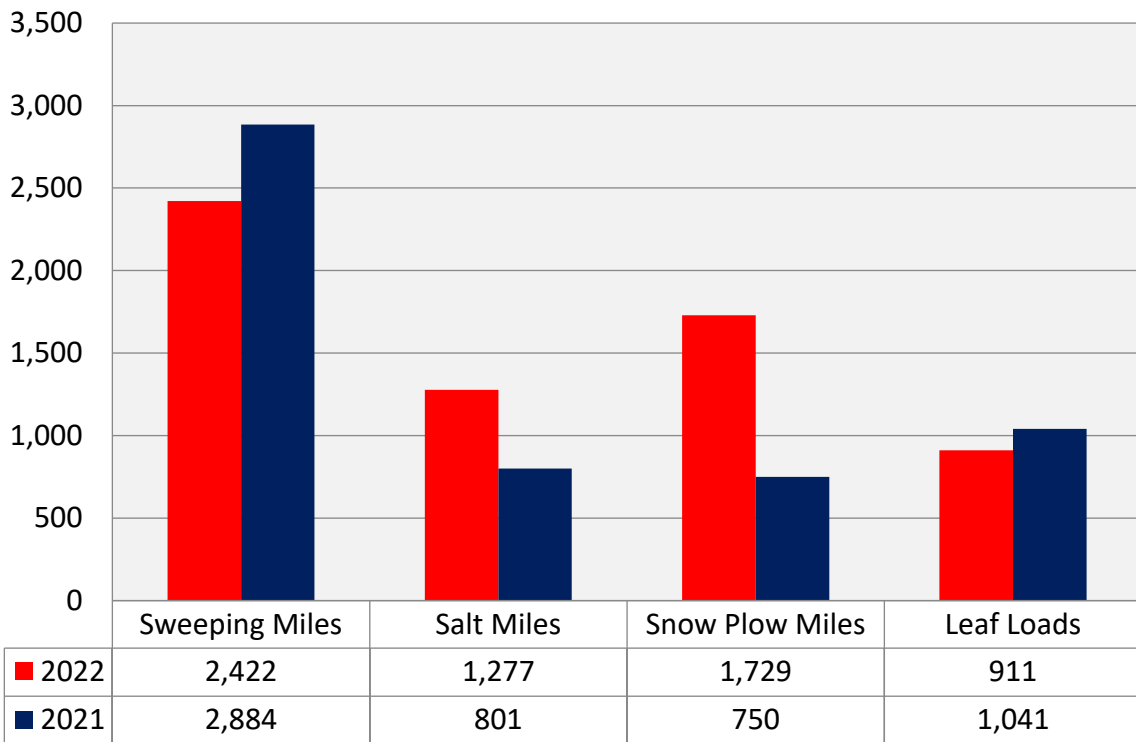
The Department of Public Works staff is responsible for approximately 54 miles of city streets. Regular duties consist of street sweeping, cleaning debris from alleys, parking lots and city boulevards, street painting/marketing, and pothole repairs. The DPW administers the city's yearly sidewalk replacement program and street repairs including maintenance of both concrete and asphalt streets and curbs. DPW employees inspected all sidewalks in District 8 (south side of Vernier to Fairford, between Fairway and east city limit) and District 7 (Mack to east city limit, south city limit to Huntington and Fairford) in 2022, ground trip hazards wherever possible and added flags requiring replacement to the miscellaneous concrete street repair program. During the winter months Public Works employees plow and clear snow from city streets, school crossings, city hall, parking lots and bays, and sidewalks and roads are salted as needed to ensure public safety.

From October to December of 2022, 911 leaf loads, weighing slightly over 1,985 tons, were collected curbside. During the year, the city's street sweeper registered 2,422 sweeping miles. Snow removal procedures implemented to reduce overtime expense were continued in 2022. Salt loads used increased by 31% as a result of the extreme winter weather. In total, DPW crews spread 1,053 tons of salt on city streets and sidewalks as needed. Snowplow miles and hours also increased significantly due to the winter weather in 2022.

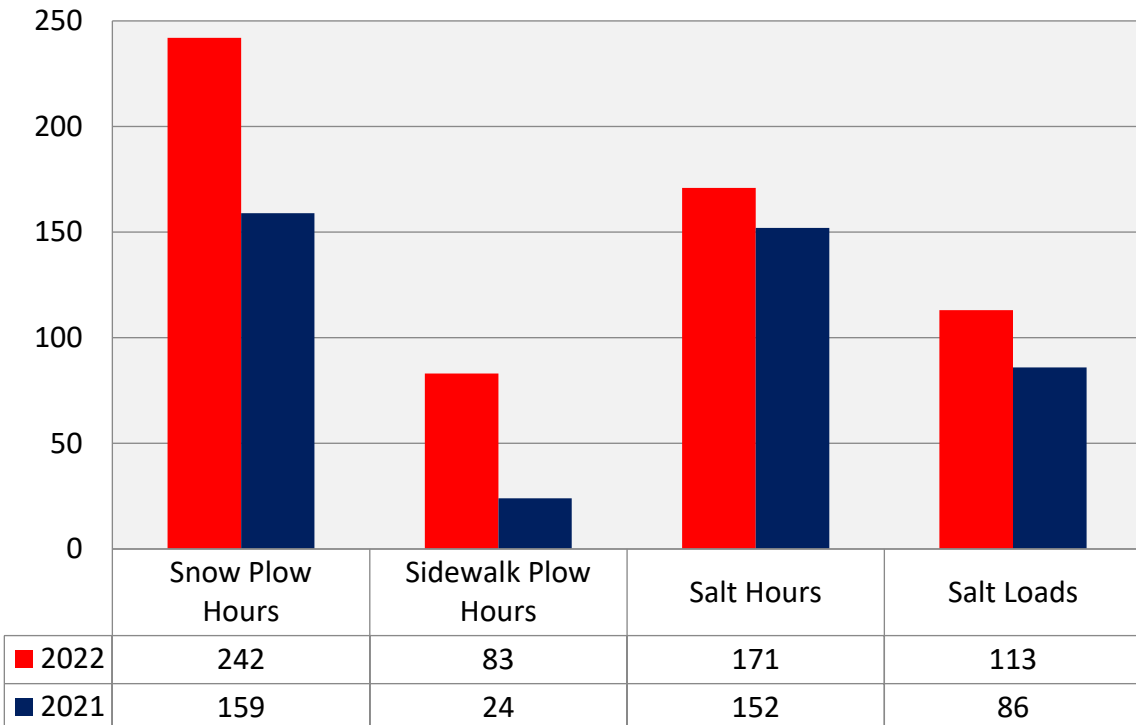
Other tasks performed in 2022 included:

- Cleaning up debris in streets after accidents
- Painting curbs and striping street and park parking lots
- Painting and applying 3M reflective materials at school crossings
- Mulching leaves in city parks and island landscape beds
- Mulching trees in islands and city parks
- Put up and remove holiday decorations throughout the city
- Flood city park ice rinks and maintain throughout the winter
- Cleaning landscape beds on Mack, Vernier and at Lake Front Park
- Grass cutting and weed whipping
- Rototill, fertilize and weed islands and beds throughout city
- Plant annual flowers throughout city

Streets

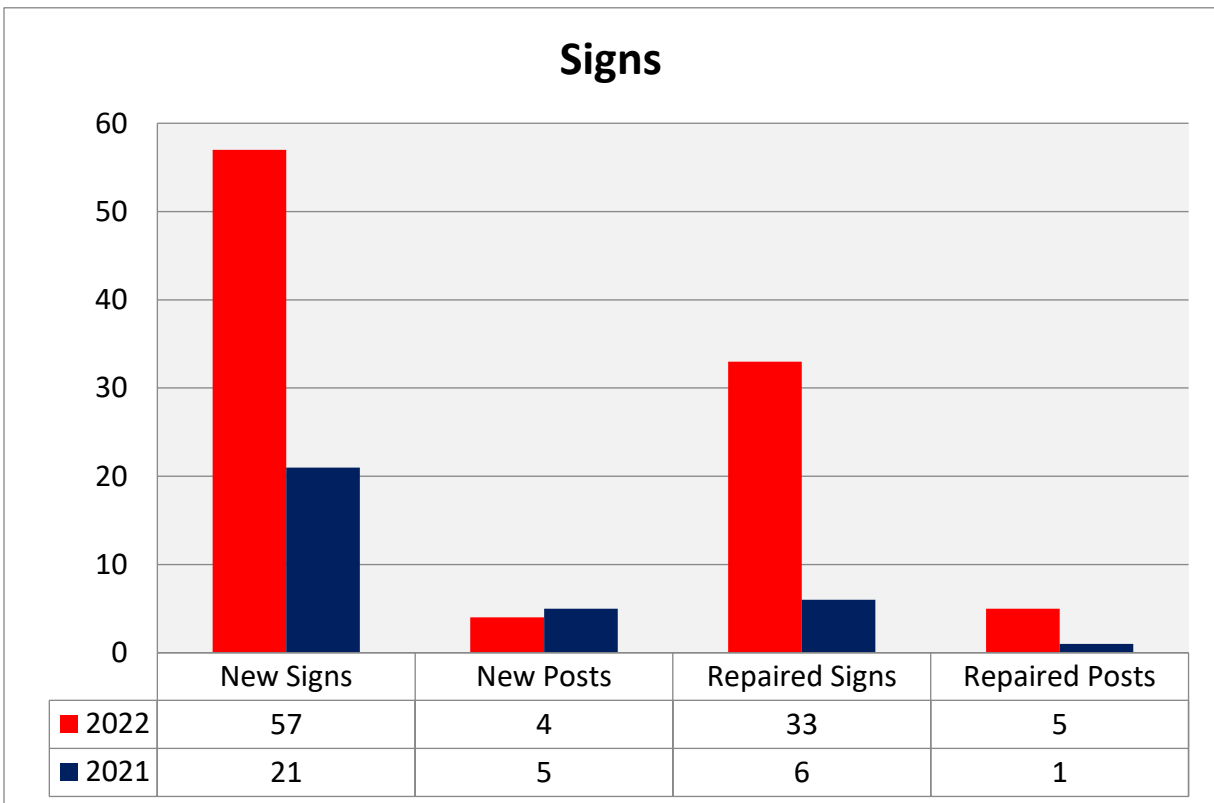


Streets



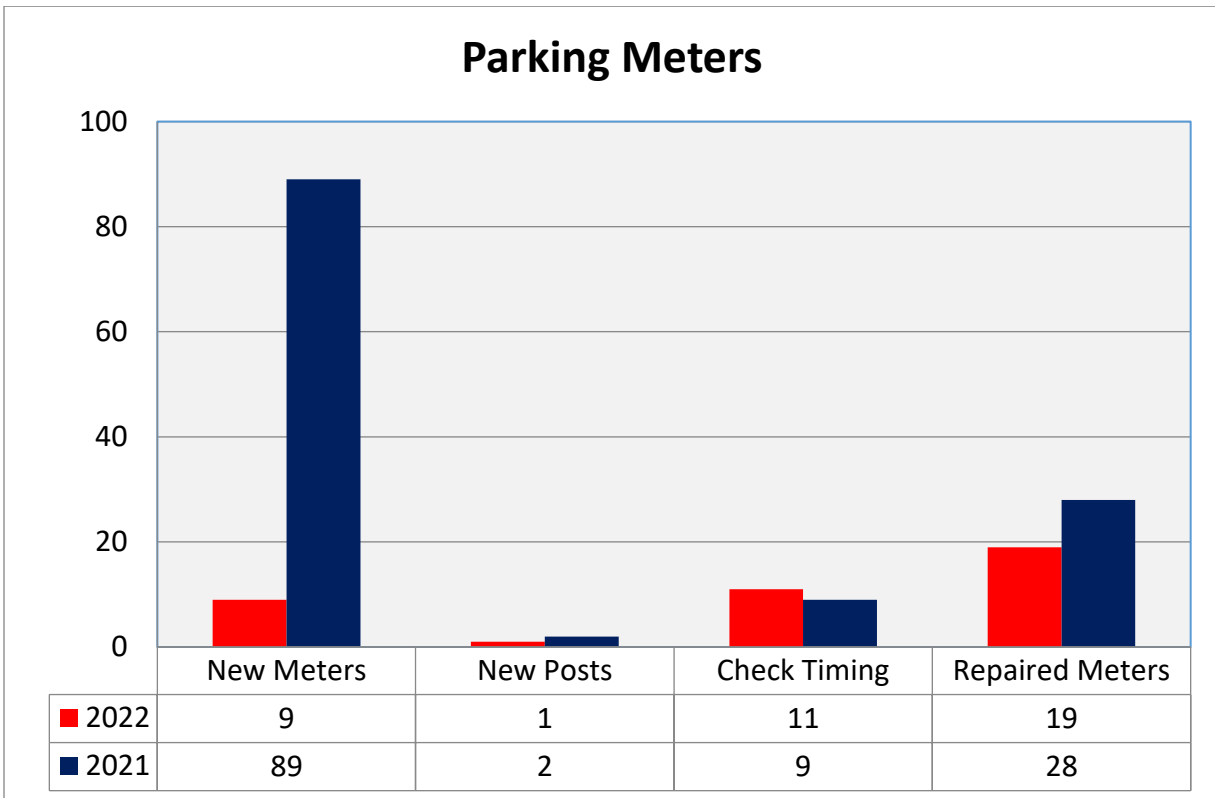
SIGNS

Department of Public Works employees are responsible for the installation and maintenance of all city signs. During 2022, a physical inspection of all city street signs was performed in District 7 (Mack to east city limit, south city limit to Huntington and Fairford) to determine the need for replacement. As signs need replacement, they are being replaced with high-intensity prismatic signs to comply with federal laws. During 2022, 61 new signs and posts were installed compared to 26 in 2021. In addition, 38 sign and post repairs were completed in 2022 compared to seven repairs completed in 2021.



PARKING METERS

Parking meter repairs and maintenance, as well as the weekly collection of parking meters, also falls under the responsibility of the Department of Public Works. During 2022, 9 new meters were installed compared to 2021 when 89 new meters were installed. There were 19 meters repaired in 2022, a 32% decrease from the 28 meters repaired in 2021. DPW employees also checked the timing on 11 meters in 2022, compared to nine in 2021.

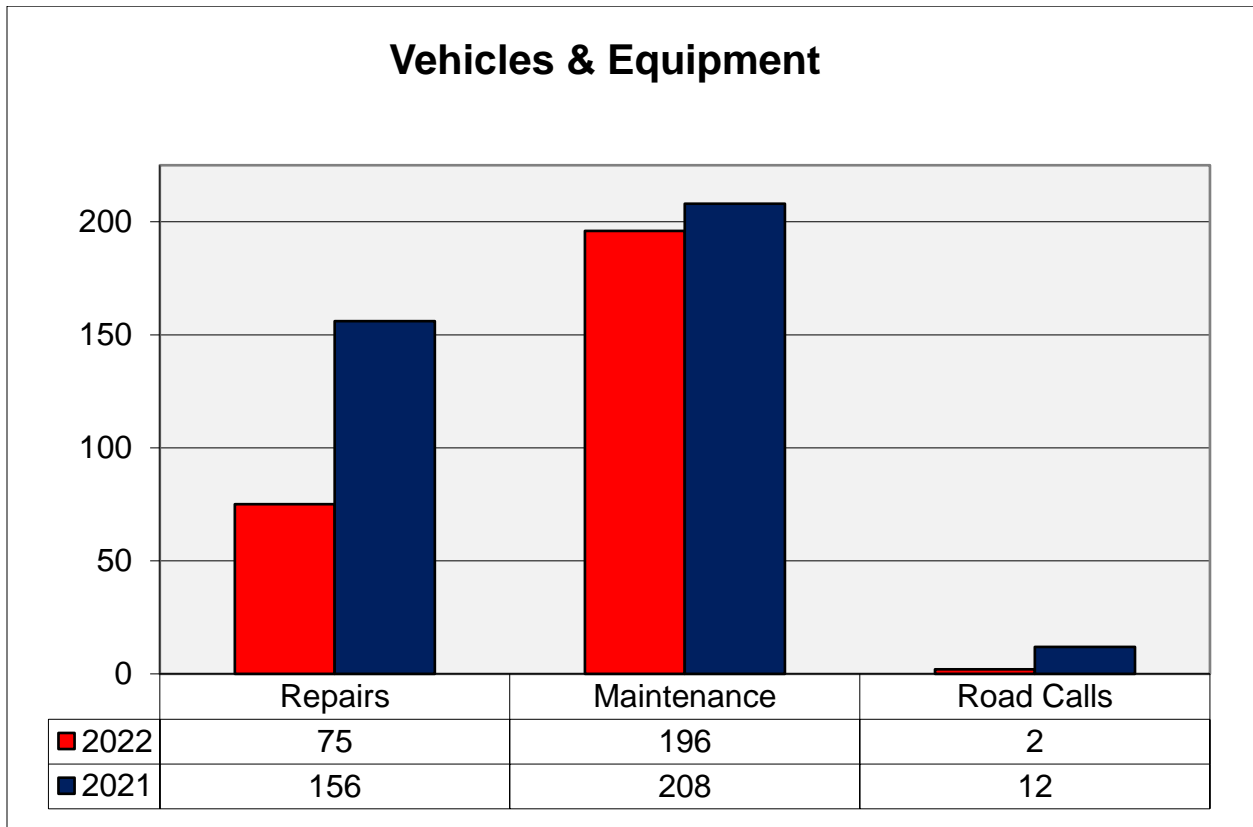


VEHICLES & EQUIPMENT

The Public Works Department is responsible for providing preventative maintenance and daily repairs on approximately 175 vehicles and pieces of equipment that include autos, a bus, trucks, lawn mowers, tractors, street cleaning equipment, water/sewer equipment, fire trucks, and all other miscellaneous vehicles and equipment. All Public Safety vehicles are scheduled for safety inspections, oil changes and lubrications once a month. Other vehicles and equipment are rotated throughout the year for preventative maintenance. Repairs are made as needed.

The two full-time DPW mechanics completed 75 vehicle and equipment repairs in 2022, a 52% decrease from the 156 repairs completed in 2021. Repairs decreased as a result of updating the fleet with new pickups, equipment and police vehicles. In 2022, 196 vehicles were serviced for regular maintenance.

In 2022, the DPW updated the fleet with a tractor, a gator, and a chipper. The new John Deere 3033R Compact Utility Tractor with Broom replaced the 2003 John Deere Tractor that is used for street patchwork, island grass edging, and sidewalk plowing. The new John Deere Gator replaced the 2005 John Deere Gator that is used by park maintenance due to its ability to drive all the parks' grounds because of its weight. The new Intimidator 18XP Brush Bandit Chipper replaced the 2005 Morbark Chipper that is crucial in order to continue providing the chipping service to our residents and clean up during storm events.



* * * * *

The Grosse Pointe Woods Department of Public Works continually strives to provide the highest quality of service to our residents and fellow employees. On behalf of the DPW staff and myself, I would like to thank the Mayor, the City Council, the City Administration and all of our residents for your continued support.

City of Grosse Pointe Woods
Department of Public Safety
Annual Report
2022

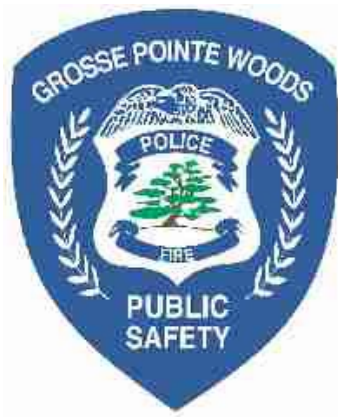


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Annual Report 2022 compiled by Claudette Rose Darga



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY



John G. Kosanke, Director
20025 Mack Plaza
Grosse Pointe Woods, MI 48236-2397

April 01, 2023

Dear Mayor and City Council:

On behalf of the members of the Department of Public Safety, I am proud to present the Annual Report for 2022 showing the crime statistics of the Grosse Pointe Woods Department of Public Safety. The information contained in this report reflects the combined efforts of all department members who have worked together to make the City of Grosse Pointe Woods a safe and welcoming community.

The department kept busy throughout the year making improvements to policies and procedures, upgrading equipment, and working diligently to attract qualified employees in an era where Law Enforcement careers are not as popular as they once were. In addition, the department took on new responsibilities involving Code Enforcement which were previously handled by the Building Department until the retirement of Building Official Gene Tutag in August, 2022.

The main focus, of course, was to ensure the safety and well-being of the residents and business of the community by fighting crime. The department is pleased to report a 5.50% decrease in overall crime as the total of both Index and Non-Index crimes fell from 525 to 496. The highest Index crime reported continued to be Larceny with an increase from 107 crimes in 2021 to 110 in 2022. Robberies also rose from 1 reported in 2021 to 4 in 2022. An increase was also seen in Auto Theft which rose from 17 to 28, of which 8 vehicles were stolen from the Ascension St. John parking lot. Burglary increased from 11 to 14 crimes and Criminal Sexual Conduct rose from 1 to 4 cases reported. A decrease was seen in Aggravated Assault which went down from 5 incidents in 2021 to 4 in 2022. Consistent with the prior year, there were no incidents reported for either Criminal Homicide or Arson.

Significant decreases were seen in the Non-Index crimes of Fraud, D.U.I. Arrests, and Other Assaults. Although Fraud decreased from 107 to 88, it still remained the highest Non-Index crime reported. D.U.I. arrests decreased 48% from 21 to 11 incidents reported. Other Assaults went down from 44 to 34 and Narcotics decreased from 2 incidents to 1. Slight increases were seen in the Non-Index crimes of Damage to Property, Intimidation/Stalking, and Weapons Laws. Damage to Property was the second highest Non-Index crime reported, with 44 incidents in 2022 compared to 41 in 2021.

Also of note is Public Peace, a Non-Index crime which continued to be high with 38 incidents, although it was slightly lower than the 40 reported in 2021. A significant increase was seen in Obstructing Police which increased from 4 to 18 incidents. A dramatic drop was seen in Sex Offenses with an 80% reduction.

A change in the criminal justice system has caused certain crimes to no longer be considered arrestable offenses. Violations requiring court appearances are issued instead.

Although there was a 10% increase in ambulance runs which changed from 1307 in 2021 to 1440 in 2022, the number of runs involving advanced life support showed a significant 49% decrease from 784 in 2021 to 400 in 2022.

An essential upgrade to department operations took place in the early part of 2022 with the implementation of a Rifle Lease Purchasing Program. Through the program, new rifles and ammunition were purchased. The reason for the implementation of this program is to replace outdated and worn rifles with new rifles which have updated technology. Research has shown that the shooting accuracy of each officer greatly improves when they have their own specific rifle which they are familiar with. In the wake of an increasing number of active shooter situations throughout the country, it is important for officers to be as proficient as possible when split-second decisions are required. Another benefit to the program is the increased confidence that the officers will gain by being familiar with the rifle they are using. Officers received training on the new rifles in addition to the regular shooting training sessions they receive twice a year.

The opportunity to utilize additional office space arose upon the retirement of the city's Building Inspector. As the two offices in the space between the lobby and the Public Safety Supervisor's office became vacant, a decision was made by City Administration to allow both the Public Safety Department and the City Clerk's Office to share the space. Our department will use it for interviewing crime victims, which will allow the privacy we did not have when interviewing them in the lobby. We will also use the office space as a workplace for our two Fire Inspectors to document and review their plans as well as for our Field Training Officers to document the progress of newly hired officers. The City Clerk will only need the space during election periods so that elderly and handicapped residents will not have to climb up and down the stairs to vote as our building is not equipped with an elevator.

Another improvement to our facilities in 2022 was the installation of a new property room door in November. We also replaced a washing machine used primarily for prisoner laundry.

The purchase of 21 Life-Vac choking rescue kits in July will enhance our ability to save the lives of choking victims. The devices are portable and non-invasive.

The process of updating the department's obsolete locker room began at the end of the year with the purchase of new lockers which will be installed in 2023 after removal of the old lockers and painting of the rooms is done by Department of Public Works employees. The \$80,000.00 cost for the renovation of the locker room was approved by City Council in November. The current lockers, which were previously used in a school, are small and do not provide adequate storage for the officer's uniform and equipment. They have been in place since the Grosse Pointe Woods City Hall was built in the 1950's.

The department took delivery of two new Ford Police Interceptor Utility vehicles in the early part of 2022 as replacements for well-used high-mileage vehicles in our fleet of patrol cars. An emergency repair to recondition the radiator in the Engine 5 fire truck was necessary at the end of the year.

Another high cost repair took place in the spring of 2022 when the motor in the Dispatch workstation ceased to function and it became necessary to purchase a new base, costing over \$10,000.00.

As it has become more difficult to find and recruit suitable experienced candidates for Public Safety positions nationwide, chances of finding a good candidate are increased when the department is able to offer to put recruits through the Police and/or Fire Academy when necessary. In order to make this possible, the department applied for the Local First Responder Recruitment and Training Grant in February 2022 so that the city can be reimbursed for the costs. The result of the application was a rejection letter from the State of Michigan received in May which explained that our department was among the 85% who were not chosen to receive funding due to the extraordinary amount of over 400 municipal governments applying with \$30,000,000 in requests for funding limited to \$5,000,000. We were encouraged to continue to apply for grant programs.

Although we were not successful with the Local First Responder Grant, we do have plans to utilize funding opportunities from the MCOLES Public Safety Academy Assistance Program and the Wayne County fire training program cover tuition costs for the Police and Fire Academies. These programs will afford us the ability to hire new recruits in need of training without burdening the city with an economic strain.

The MCOLES program will cover up to \$24,000.00 per recruit for academy costs and salaries while attending an academy. Funding for this program is available on a first-come first-serve basis until September 30, 2026 or until funds are exhausted, whichever comes first.

The Wayne County program receives funding from the State of Michigan's tax on fireworks sales to apply to fire training. As the state funds are divided by population, Wayne County gets a large majority due to its size. The funds are generally used to cover the costs of tuition for the fire academy however they may also be used for training props, in which case the props must be made available for use by anyone in the state.

The department continued to work with FEMA and the State of Michigan on another grant involving the losses incurred during the major flooding event in June 2021. Although the department's losses were limited to damage in the Detective Bureau, the grant also involves debris removal and catch basin clearing throughout the city. A new desk and carpeting were purchased for the Detective Bureau in 2022 to replace damaged items.

The grant offered by the Department of Justice for the replacement of bulletproof vests continues to be a valuable source utilized each year as vests either need to be replaced due to expiration or need to be purchased for new members of the department. Half of the cost of the eighteen vests purchased in 2022 was reimbursed through the program.

Community involvement continues to be an essential part of our daily activities. We continue to provide security services at public events such as sporting events, graduations, and public outings such as Music on the Lawn, the annual Fall Fest, and the annual Greek Fest held at the Assumption Greek Orthodox Church. Officers were called to a hockey tournament at University Liggett School in January due to an altercation in the parking lot with a report of a weapon on site. Officers also responded to a homecoming dance brawl at Grosse Pointe North in October. A false report of an active shooter at Grosse Pointe North in December caused a temporary lockdown of the facility.

Two of our uniformed officers were verbally attacked by an employee of a Grosse Pointe Woods urgent care clinic in July. The employee was terminated after the incident.

An incident with a happy ending took place in February when two English bulldogs were stolen from the front lawn of their residence and sold to a man in Detroit who brought them to the station a few days later after recognizing them from media reports.

Department members have continued to perform exceptionally well in their duties. Life-Saving awards were presented at a City Council meeting in May to Lieutenant Brian Conigliaro, Sergeants Brian Urban and Joseph Provost, and Officers David Empson, Matthew Muzia and Jarod Smith. In addition, crossing guard Maureen Carter was recognized with a Citizen Citation for her bravery when she remained in her intersection while instructing pedestrians to stay on the sidewalk as the driver of a vehicle disregarded her stop sign. The department is also proud of the efforts of SRT (Special Response Team) members Neal Kapoor and Duncan Gill who, along with their team members, were presented with a Unit Citation from the City of Harper Woods in November and were also given special recognition at a Grosse Pointe Woods City Council meeting in December.

Although there were no promotions in 2022, the department did welcome two new experienced full-time dispatchers, both of whom were previously employed with SERESA (South East Regional Emergency Services Authority), a consolidated dispatch center which serves the cities of Eastpointe, Fraser, Roseville, and St. Clair Shores. The work hours of our dispatchers were changed from 8-hour to 12-hour shifts to match the officers schedules. The department now has four full-time dispatchers, each dedicated to one of our four platoons. Dispatch salaries were increased in 2022 in order to remain competitive and attract and retain qualified employees.

Three department veterans, each with over 20 years of experience, retired in 2022 – Communications Dispatcher Agnes Burcar, Detective Kevin Bonk, and Officer Scott Nota. Detective Bonk spent 17 of his 22 years with the department in the Detective Bureau and also served as the liaison with the Auxiliary Officers. He was a familiar figure at our annual Public Safety Open Houses, having organized many of them. We wish all of our retirees well as they adapt to their new lifestyles.

In closing, I would like to express my sincere appreciation to Mayor Arthur Bryant and members of Council for their continued support in helping to turn the department's aspirations for improvement into a reality. In addition, I would like to thank City Administrator Frank Schulte and Assistant City Administrator Susan Como for their support and guidance.

I would also like to thank the members of our Public Safety Department for their hard work and dedication and to Chaplain Matthew Swiatek for providing his guidance to them. The assistance and help provided by members of other departments within the city is also appreciated.

As we move into the future in 2023, my top priority will continue to be the safety and well-being of members of the community. I welcome suggestions from residents and business owners for improvements that can be made or for alerting us about problems which need resolutions. I will continue to work to the best of my ability to make this department the best that it can be.

Respectfully yours,

John G. Kosanke

John G. Kosanke, Director of Public Safety

MISSION STATEMENT



The Mission of the Grosse Pointe Woods Department of Public Safety is to continually strive to improve the safety and quality of life within our community. This will be accomplished through a broad based combination of traditional and innovative police, fire and emergency medical services while always protecting constitutional and basic human rights. All members of the Department will at all times stand accountable for their conduct.



INTRODUCTION



Director of Public Safety John G. Kosanke

Each year, the Grosse Pointe Woods Department of Public Safety prepares an annual report of crime statistics for the City of Grosse Pointe Woods, the Michigan Incident Crime Reporting (MICR), and the Federal Bureau of Investigation Uniform Crime Report (UCR). This data is compiled from offenses reported to the Department of Public Safety, monthly police reports, and individual crime incident reports.

The primary objective of this Annual Report is to provide a reliable set of criminal justice statistics for police administration, operations, and management. The localized study of crime data enables personnel to assess the influence of crime in areas, neighborhoods, and with people. Similarly, crime statistics permit analysis among neighboring jurisdictions and with those of similar populations and other characteristics. A broad examination of the crime data allows individuals to view the nature and movement of crime, underlying changes, and fluctuations throughout the City of Grosse Pointe Woods, the State of Michigan, and the United States.

The Department of Public Safety is committed to improving the reliability and validity of our crime reporting data. We are attempting to achieve this goal by a study and analysis of major crime indexes and understanding the impact of classification revisions mandated by the State. As a result, some offense categories have decreased, while others have increased. Our efforts are to provide a reporting system that will be more accurate, valid, reliable, and compatible with State and Federal standards.

DEPARTMENT PERSONNEL

As of 12-31-2022

Director of Public Safety

John G. Kosanke

Chaplain

Pastor Matthew Swiatek

Lieutenants

Brian Conigliaro

James Lefurgey

Lieutenant/DB Commander

Keith Waszak

Sergeants

Mark Agnetti

Anthony Chalut

Darrell Fisher

Walter Galat

Joseph Provost, Jr.

Brian Urban

Public Safety Officers

Steven Calabro

Douglas Copple

David Empson

Duncan Gill

Eugene Gunnery

Joseph Hazuka

Anthony Hojnacki

Neal Kapoor

Timothy Livingston

Jeffry Martel

Martin Mitchell

Matthew Muzia

Jarod Smith

Dennis Walker

Detective

Ryan Schroerlucke

Detective/Traffic Safety Officer

Miles Adams

Communications Dispatchers - Full-Time

Scott DeLisle

Patricia Czech

Kristen Longtine

Amber McNeil

Communications Dispatchers - Part-Time

Meredith Williamson

Confidential Administrative Assistant

Claudette Darga

Code Enforcement

Norma Foster

Debbie Reed

Parking Enforcement - Part-Time

Debra Fox

Carolyn Schefke

Records Department - Full-Time

Darlene Jepson

Records Department - Part-Time

Kim Rupinski

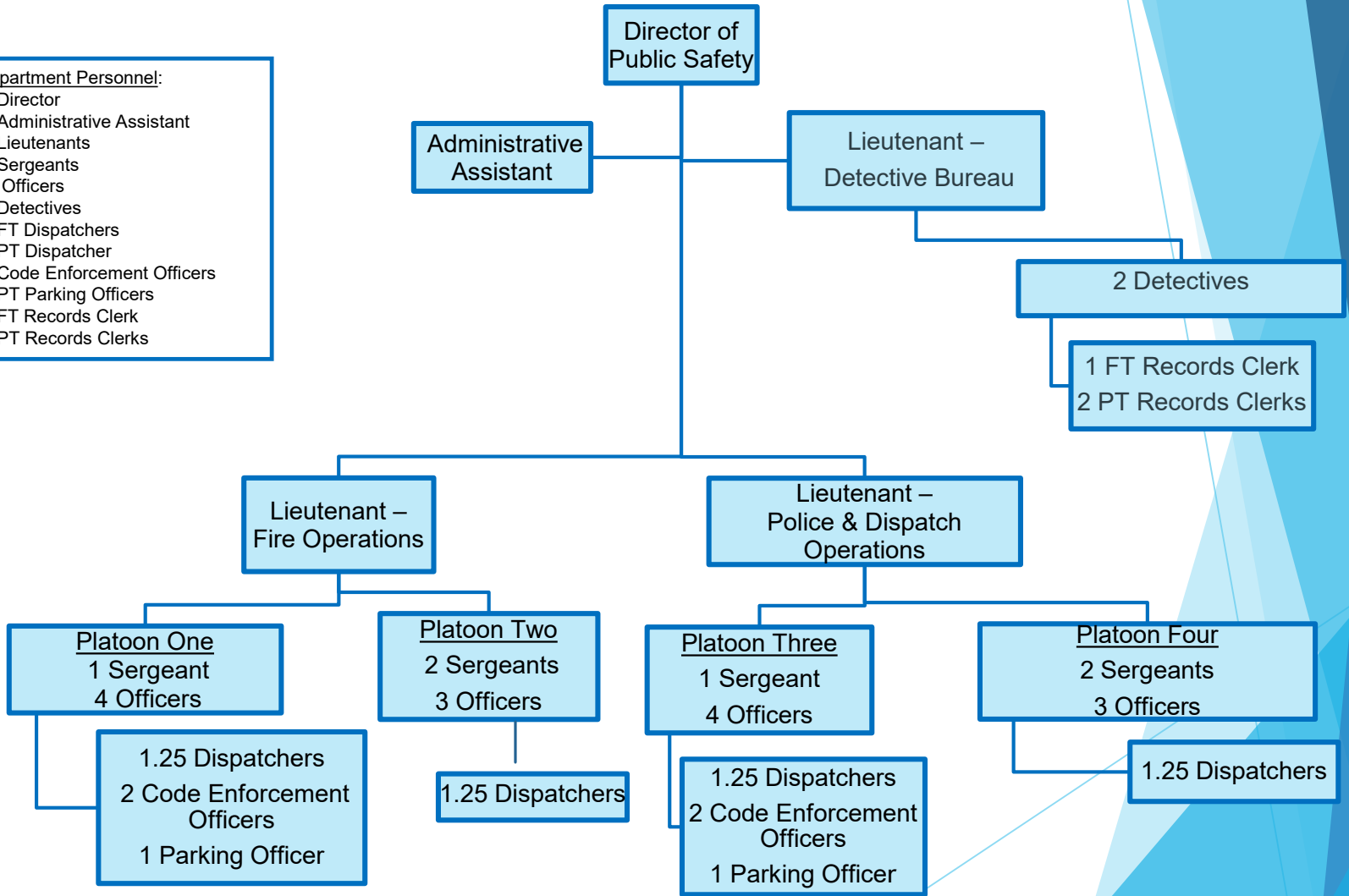
Tina Verbeke

City of Grosse Pointe Woods

Department of Public Safety Organization Chart

2022

- Department Personnel:
- 1 Director
 - 1 Administrative Assistant
 - 3 Lieutenants
 - 6 Sergeants
 - 15 Officers
 - 2 Detectives
 - 4 FT Dispatchers
 - 1 PT Dispatcher
 - 2 Code Enforcement Officers
 - 2 PT Parking Officers
 - 1 FT Records Clerk
 - 2 PT Records Clerks

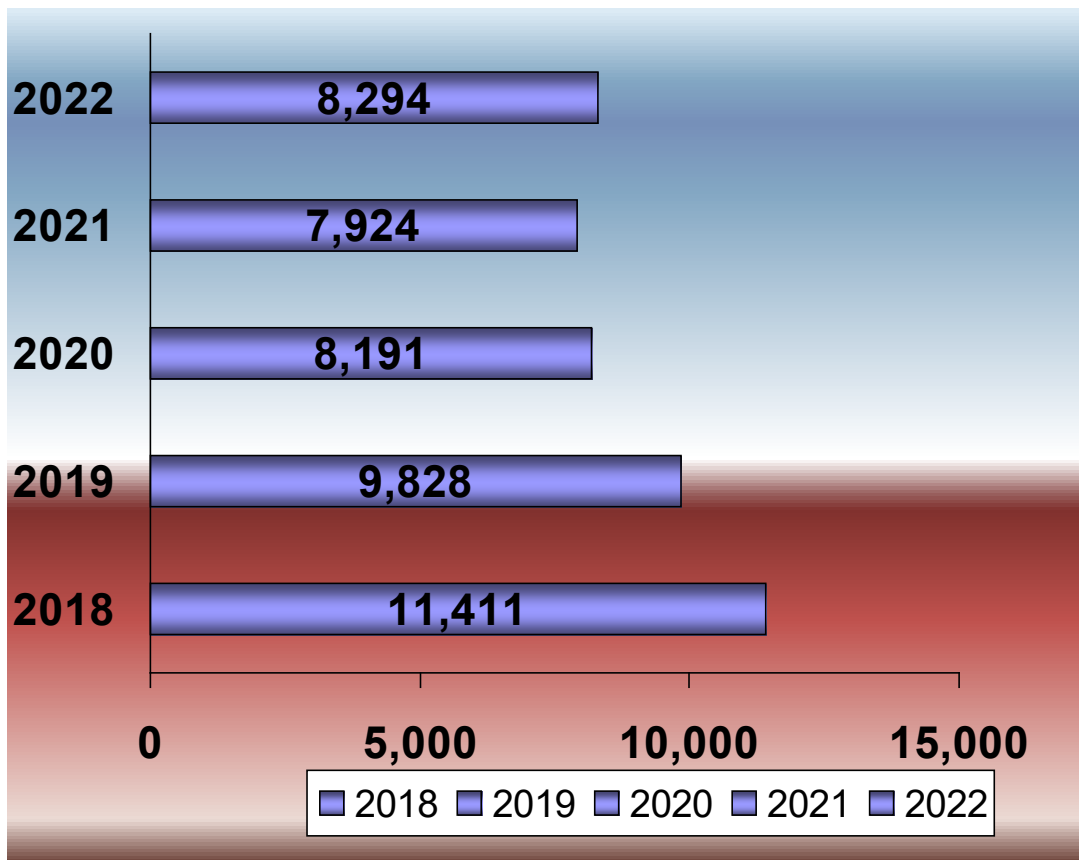


TOTAL INCIDENTS 2018 - 2022

Since the utilization of CLEMIS, the department has been able to successfully capture a wide magnitude of crime statistics. This valuable resource continues to enhance department operations with its ease of use and impressive capabilities.

The department responded to 8,294 calls for service in 2022.

The five-year average is 9,129 calls for service.



INDEX CRIMES BREAKDOWN

The National Crime Index is composed of selected offenses used to gauge fluctuations in the overall volume and rate of crime reported to law enforcement. Index Crimes are considered to be the most serious of all crimes reported.

These include the violent crimes of:

- **Aggravated Assault**
- **Arson**
- **Auto Theft**
- **Burglary**
- **Criminal Homicide**
- **Criminal Sexual Conduct**
- **Larceny - Theft**
- **Robbery**

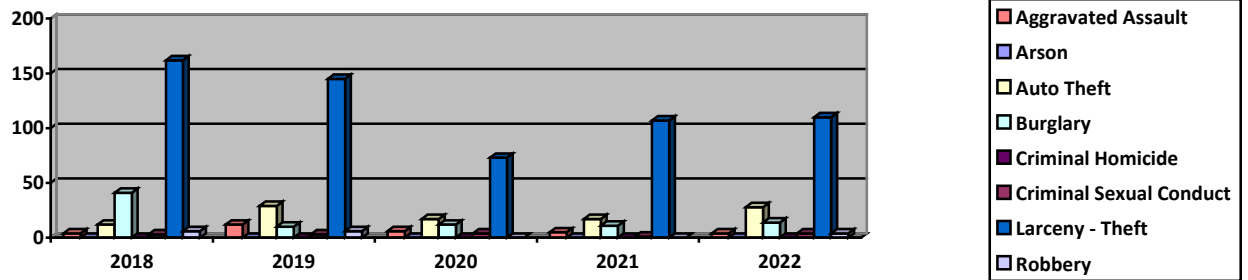
NON-INDEX CRIMES BREAKDOWN

Non-Index offenses encompass all other reportable classifications outside those defined as Index Offenses. Only arrest data involving the Non-Index offenses are reported to the FBI.

These include the crimes of:

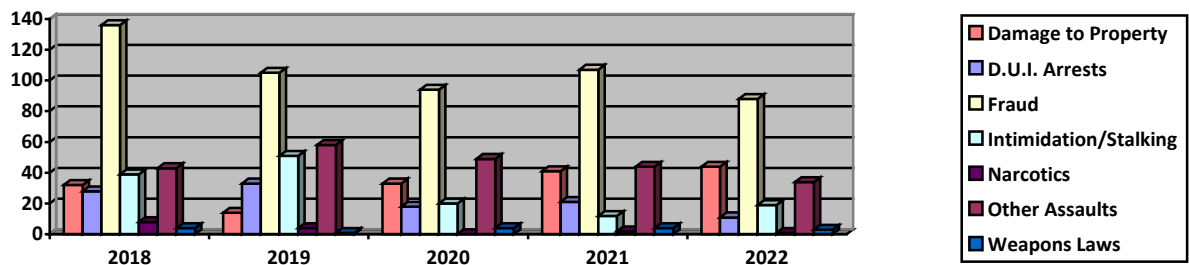
- **Curfew and Loitering Laws (persons under 18)**
- **Damage to Property**
- **Disorderly Conduct**
- **Driving Under the Influence of Alcohol**
- **Drug Abuse Violations**
- **Drunkenness**
- **Embezzlement**
- **Forgery and Counterfeiting**
- **Fraud**
- **Gambling**
- **Liquor Laws**
- **Offenses Against the Family and Children**
- **Other Assaults**
- **Prostitution and Commercialized Vice**
- **Runaways (persons under 18)**
- **Sex Offenses**
- **Stolen Property: Buying, Receiving, Possessing**
- **Weapons: Carrying, Possessing, etc...**
- **All Other Offenses**

INDEX CRIMES TOTALS



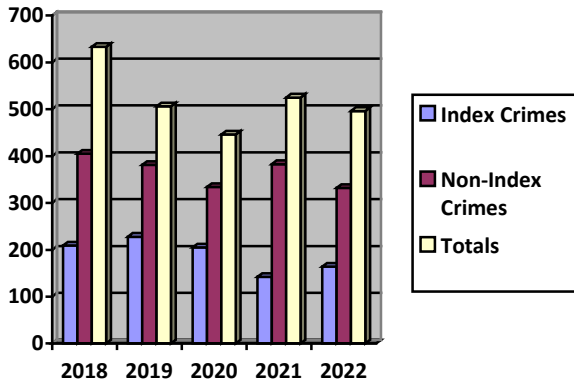
	2018	2019	2020	2021	2022
Aggravated Assault	4	12	6	5	4
Arson	0	0	0	0	0
Auto Theft	12	29	17	17	28
Burglary	41	10	12	11	14
Criminal Homicide	0	0	0	0	0
Criminal Sexual Conduct	3	3	4	1	4
Larceny - Theft	162	145	73	107	110
Robbery	6	6	0	1	4

NON - INDEX CRIMES TOTALS



	2018	2019	2020	2021	2022
Damage to Property	32	14	33	41	44
D.U.I. Arrests	28	33	18	21	11
Fraud	136	105	94	107	88
Intimidation/Stalking	39	51	20	12	19
Narcotics	8	4	0	2	1
Other Assaults	43	58	49	44	34
Weapons Laws	4	1	4	2	3

CRIME TOTALS 2018 - 2022



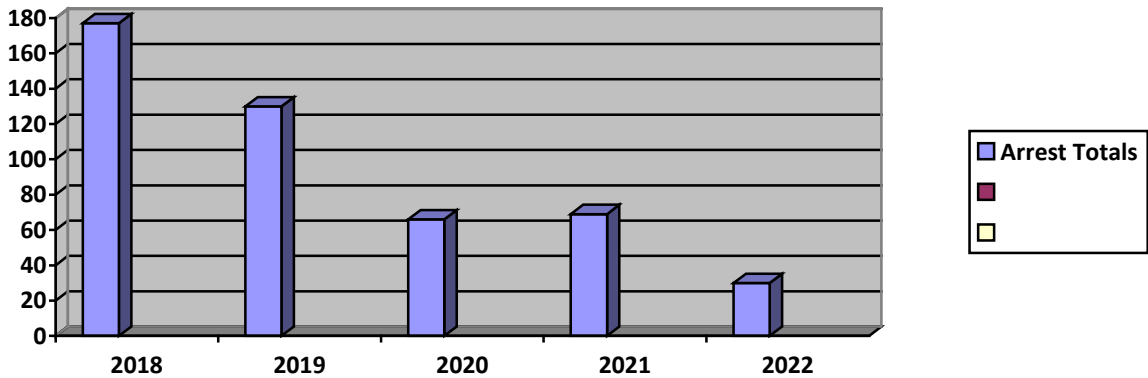
	2018	2019	2020	2021	2022
Index Crimes	228	205	112	142	164
Non-Index Crimes	405	381	334	383	332
Totals	633	586	446	525	496

The 496 Index and Non-Index crimes reported in 2022 represents a 5.50 % decrease from the 525 crimes reported in 2021. The five-year average is 537 Index and Non-Index crimes.

ARREST TOTALS 2018 - 2022

The five-year average is 94 arrests per year.

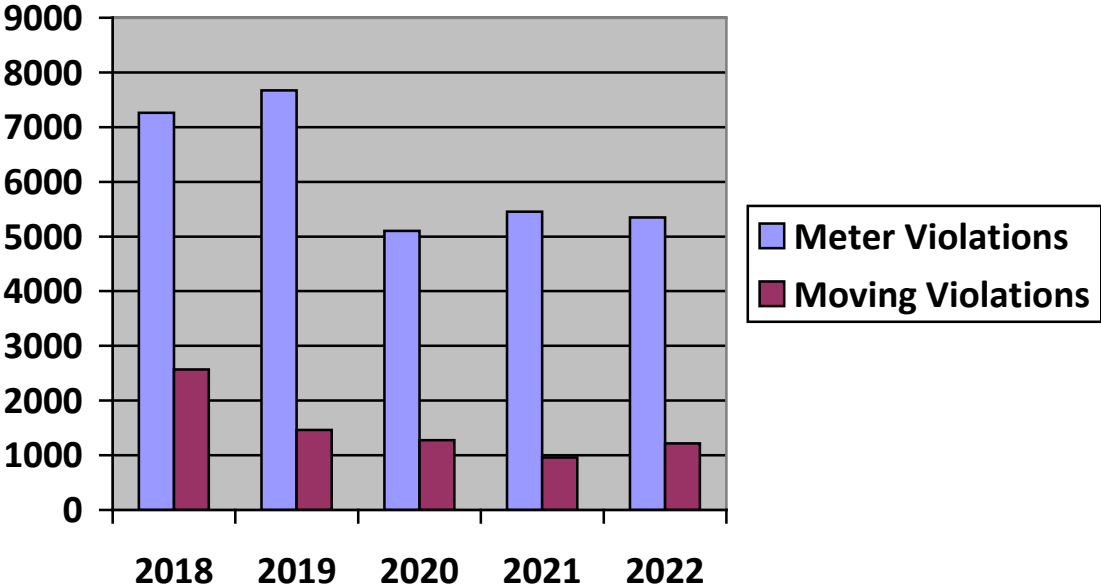
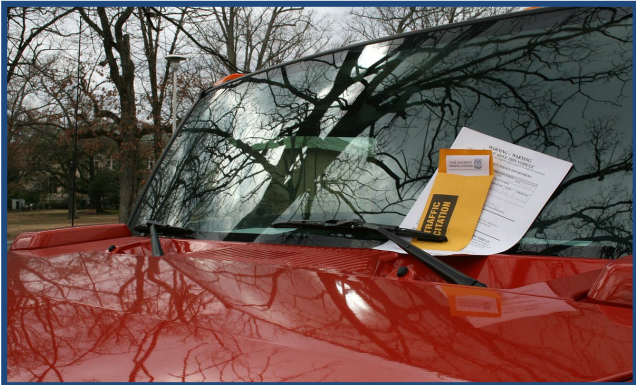
Arrests decreased from last year by 56.50 %.



	2018	2019	2020	2021	2022
Arrest Totals	177	130	66	69	30

MOVING AND METER VIOLATIONS

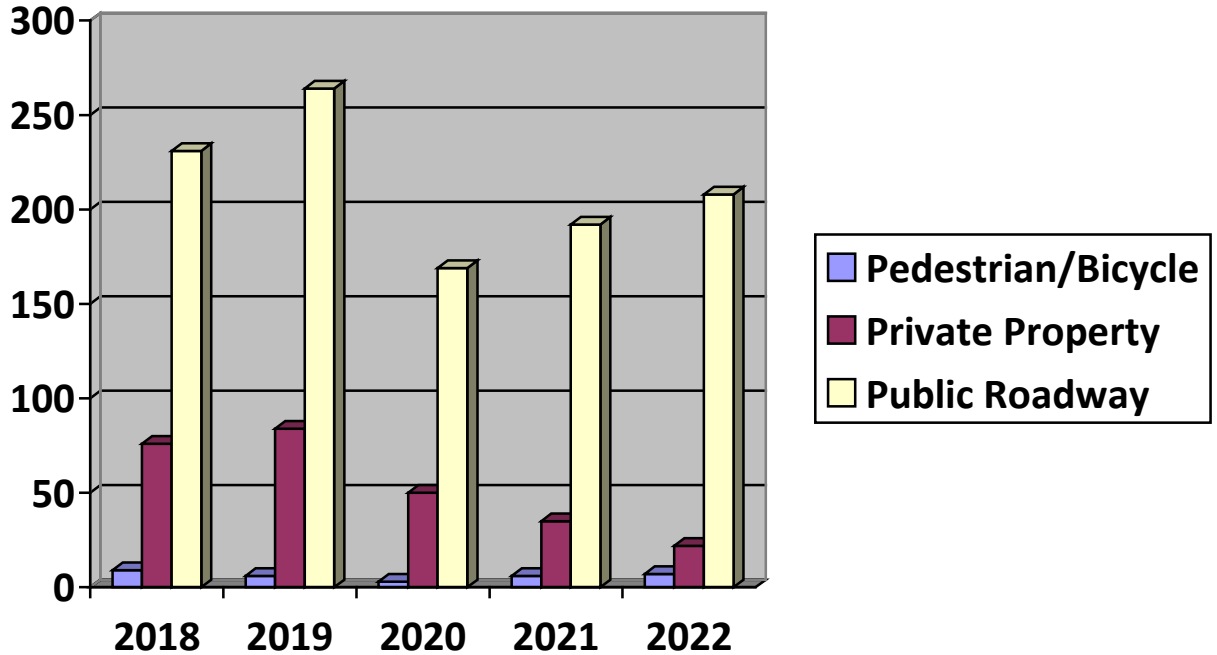
Using computers, updated radars, preliminary breath instruments, and mobile fingerprint readers in the patrol vehicles, the Public Safety Department continues to enforce traffic violations in the most effective manner possible.



	2018	2019	2020	2021	2022
Meter Violations	7263	7674	5101	5456	5348
Moving Violations	2569	1461	1273	958	1215

TRAFFIC AND PEDESTRIAN ACCIDENTS

The statistics below include figures for private property accidents. The State of Michigan, for reporting purposes, does not include or record private property accidents. These types of accident reports are taken as a courtesy to citizens.



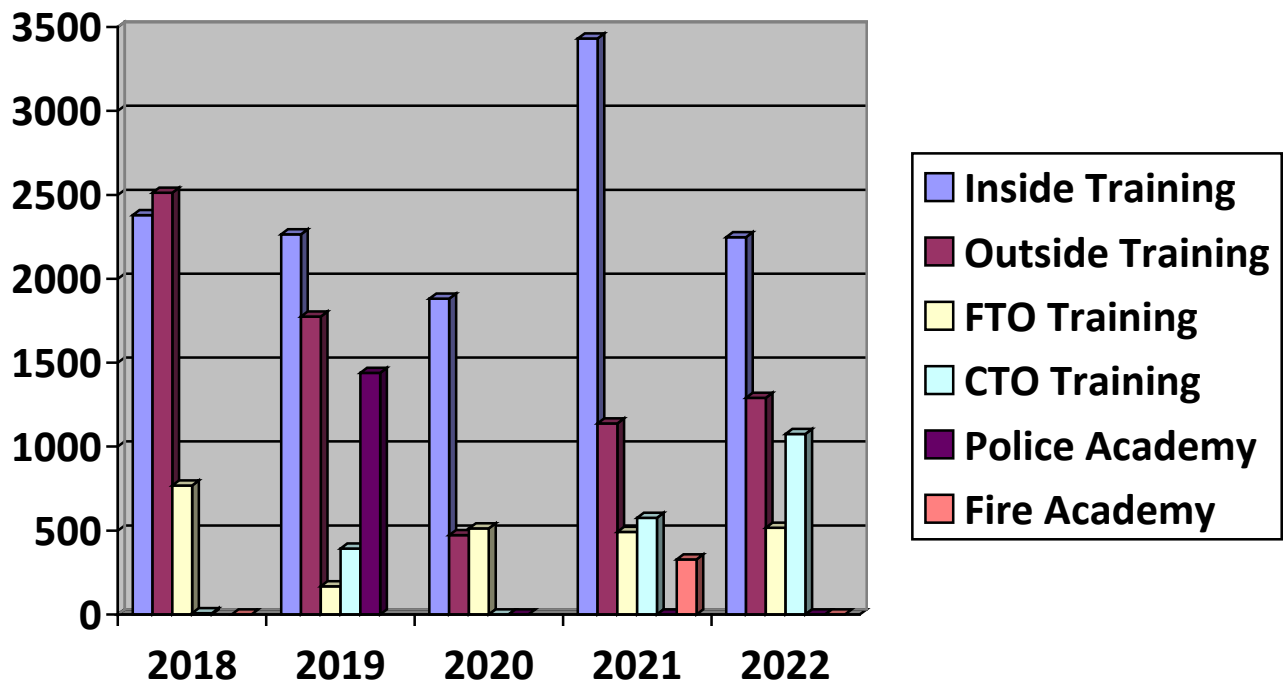
	2018	2019	2020	2021	2022
Pedestrian/Bicycle	9	6	3	6	7
Private Property	76	84	50	35	22
Public Roadway	231	264	169	192	208

There were no fatalities in 2022.

DEPARTMENT TRAINING

Members of the department work diligently with specialized rescue tools and fire equipment to train in preparation of any impending emergency. Members of the department attended 1,290 hours of Police and Fire training courses at local colleges and other training facilities in 2022 and participated in 2,248 hours of in-house training. The department received a total of 3,538 hours of training in 2022.

In addition, 516 hours were spent to continue the FTO (Field Officer training) for an officer hired in 2021 and 1,075 hours were spent training three new Communications Dispatchers (CTO training). The grand total of all department training in 2022 was 5,129 hours, a 14% decrease from the 5,966 total hours in 2021. The department values training and encourages employees to grasp the opportunity whenever possible to continually grow in knowledge.



FIRE OPERATIONS

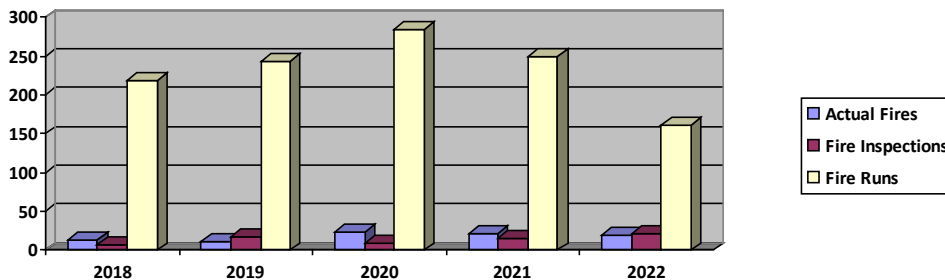
Our officers perform dual duties involving both police and fire and are quick to respond in either type of emergency situation. In addition to seven residential dwelling fires in Grosse Pointe Woods, our firemen also responded to one vehicle fire, twelve dumpster fires and 26 electrical related/power lines down incidents in 2022. We also provided mutual aid assistance for six residential fires and one vehicle fire in Harper Woods and one residential fire in Grosse Pointe City. Mutual aid was received by the department for four residential fires.

The department has two certified fire inspectors who are primarily assigned to road patrol duties.



All totals listed below are estimated.

	2018	2019	2020	2021	2022
Actual Fires	14	11	24	21	20
Fire Inspections	8	17	10	16	21
Fire Loss	\$827,500	\$73,600	\$366,150	\$1,255,000	\$413,400
Fire Runs	219	243	284	249	161



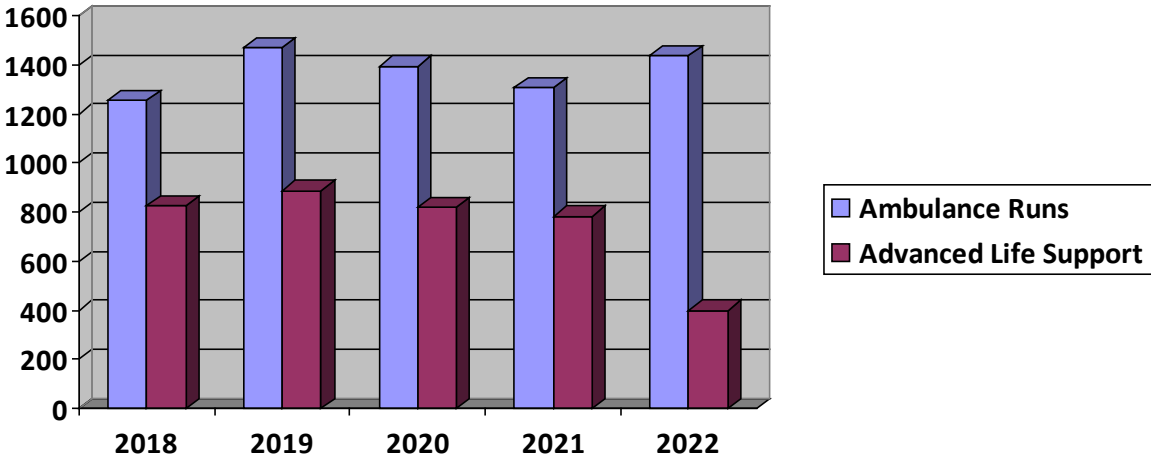
There were no fatalities or serious injuries resulting from the 20 actual fires in 2022.

EMERGENCY MEDICAL SERVICES

Public Safety officers respond to every ambulance run. All of our patrol vehicles are equipped with Automatic External Defibrillators.

With enhanced technology and equipment, the paramedics from Medstar can begin advanced lifesaving procedures and transmit reports to area hospitals before the patient arrives.

The 1,440 ambulance runs in 2022 represents a 10% increase from the 1,307 runs in 2021. The total number of runs includes 466 runs which were cancelled en route, at the scene, or refused by the patient. The 400 runs involving advanced life support represents a significant decrease of 49% from the 784 advanced life support runs in 2021.



	2018	2019	2020	2021	2022
Ambulance Runs	1258	1470	1396	1307	1440
Adv. Life Support	828	888	820	784	400
% Adv. Life Support	66%	60%	59%	60%	27%

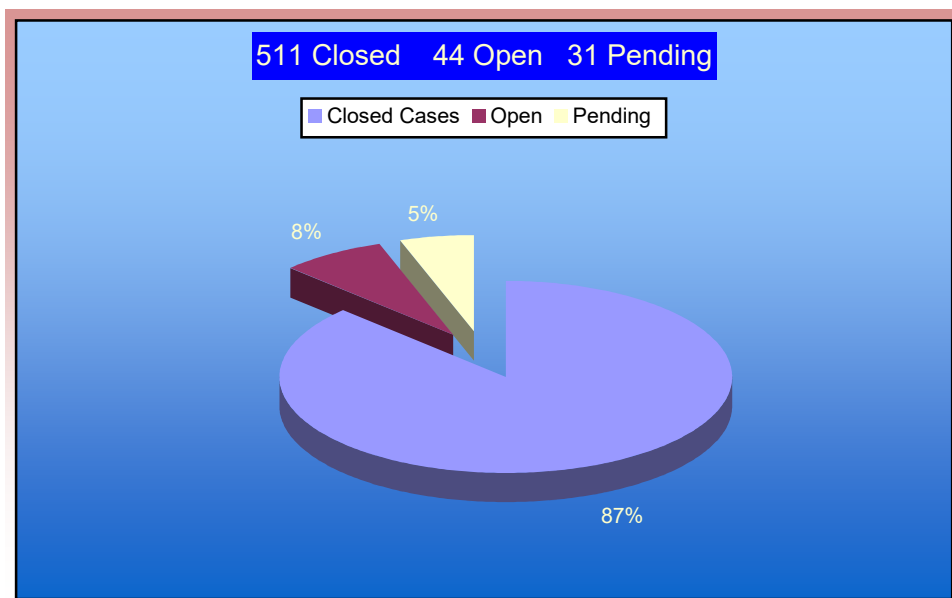
DETECTIVE BUREAU

The Detective Bureau is the Criminal Investigation Unit for the Department. The detectives assigned to this unit are responsible for investigating all crimes committed against persons or property in the community. They are on-call 24-hours a day to respond to a crime scene. All detectives receive specialized training to develop and enhance their investigative skills including attending legal update training and meetings with detective bureaus from neighboring jurisdictions. The Detective Bureau is also responsible for monitoring businesses that possess a Michigan liquor license to ensure compliance with Michigan liquor laws.

The Grosse Pointe Woods Detective Bureau, which operates under the supervision of Lieutenant Detective Bureau Commander Keith Waszak, consists of seasoned Detective Ryan Schroerlucke and Detective Miles Adams, who joined the team in June, 2022. Detective Kevin Bonk retired at the end of July, 2022 after serving the department for 22 years. The detectives are responsible for investigating crimes, collecting and preserving evidence, identifying perpetrators, interviewing witnesses, interrogating suspects, and preparing cases for successful prosecution.

In addition to criminal investigations, Detective Adams also serves as the department's Youth Officer by overseeing crimes and violations by persons under the age of seventeen. Detective Adams is a direct liaison with school administrators, teachers, and students and maintains an additional office in Grosse Pointe North High School.

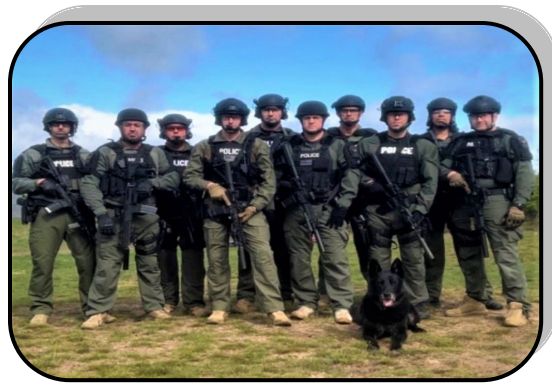
Detective Adams's additional duties include responsibility for the Traffic Safety programs, overseeing crossing guards, conducting traffic and speed studies, and investigating traffic-related incidents.



Summary of Case Assignments

87% of the 586 Criminal Cs assigned to the Detective Bureau in 2022 are closed.

SPECIAL RESPONSE TEAM (SRT)



The Special Response Team (SRT) is a specially trained law enforcement team currently comprised of 12 members of the five Grosse Pointe area departments and Harper Woods. The team responded to potentially dangerous situations in 2022 under the leadership of Grosse Pointe Farms Sergeant Frank Zielinski. The SRT executes search and arrest warrants, intervenes in hostage situations, works on counter-terrorism missions, provides perimeter security for high-profile events, and provides assistance in other high-risk situations. The SRT team was activated four times in 2022, two of which were the most severe in the team's history.

The first activation took place in July when the team was called out to assist the Harper Woods Fire Department and EMS in response to a call from a woman who had been stabbed. The armed suspect was located in a home across the street. SRT members utilized their armored vehicle to safely rescue officers who had been taking cover behind a patrol vehicle. As this was underway, another person claiming to be a victim came running out of the home – this person was later identified as the actual suspect. The MRAP (mine resistant ambush protected) vehicle was used again to get fire personnel safely into their Harper Woods fire truck which was also at the scene. The SRT's armored vehicle was then positioned in front of the target house as additional SRT team members arrived. In a short period of time, a fire broke out in the home. SRT members simultaneously provided fire suppression activities while maintaining a barricaded situation throughout the night. A decision was made to breach the front door in order to introduce chemical munitions. In doing so, another victim was found near the door and carried to awaiting medical staff. With assistance from the Michigan State Police Bomb Squad, a robot was able to make entry into the home where another deceased victim was found. Upon entering the home, SRT members determined that the suspect was not inside and the Harper Woods Fire Department was able to completely extinguish the fire. All three victims succumbed to their injuries.

The SRT team encountered another dangerous situation when they were activated in early September in response to a shooting at another home in Harper Woods. As SRT members arrived at the scene, they were notified that a surviving victim had called 911 from within the home. The decision was made to make an immediate entry in order to rescue the victim. The MRAP vehicle was driven to the front door and SRT members used strategic tactics to make an entry. A female victim was found and taken to awaiting EMS staff. A deceased male was also found. The suspect was found in the basement holding a gun to his head. SRT members begged and pleaded with the armed suspect to lower his firearm but instead he taunted them that he would point the gun toward them. The officers were able to physically disarm the suspect and take him into custody by distracting him with a less lethal round. The surviving victim succumbed to her injuries.

In November, the SRT served an arrest/search warrant at a home in Detroit where it was believed that counterfeit money was being produced and also participated in the Grosse Pointe Christmas parade.

The SRT team completed over 150 hours of training per officer in 2022, with an additional 96 hours completed by the snipers on the team. The team attended the annual Ohio Tactical Officers Association Conference in Sandusky, Ohio, the Michigan Tactical Officers conference, and the annual week-long training at a military facility near Grayling, Michigan. Valuable training techniques learned by the two Grosse Pointe Woods officers who are members of the SRT were able to be passed on to other department members.

AUXILIARY UNIT



Pictured above from left to right in the back row are Auxiliary Captain Charles Thomas, and Auxiliary Officers Allen Herfi, John Sabol, Anthony Wimbush, and Joseph Shalla. Pictured from left to right in the front row are Auxiliary Officer Ryan Allemon, Squad Leader Evan Allemon and Auxiliary Officer Jose Carrion. Not pictured are Squad Leader Mark Higgins and Auxiliary Officers Keith Kurtz, Patrick Kyc and John Mowatt.

The Police Auxiliary Unit is a vital resource for the department. Not only do they assist officers at community events such as the Public Safety Open House, but they also provide assistance at fire scenes, perform fire hose testing protocols, and perform other essential duties. The role of an Auxiliary Officer is to assist and supplement our officers in the prevention of crime, protection of life and property, disaster operations, suppression of criminal activity, and preservation of peace. The auxiliary officers are an indispensable part of our community and their help is greatly appreciated.

The Auxiliary Unit underwent 154 hours of training and devoted 567 hours of service to the City of Grosse Pointe Woods in 2022.

At the end of 2021, the Police Auxiliary Unit consisted of Captain Charles Thomas, Squad Leaders Evan Allemon and Mark Higgins, and Auxiliary Officers Ryan Allemon, Jose Carrion, Allen Herfi, Keith Kurtz, Patrick Kyc, John Mowatt, John Sabol, Joseph Shalla, and Anthony Wimbush. Sergeant Joseph Provost replaced Detective Kevin Bonk as the department liaison after his retirement at the end of July.

CROSSING GUARDS

The parents of our community depend upon our Crossing Guard team for the safety of their children when walking or riding a bicycle on their route to school or home. No matter what the weather is, our team of dedicated guards is ready to guide and protect our children. We are deeply appreciative of their efforts.



Our Crossing Guard team is operating under the guidance and supervision of Detective Miles Adams. At the end of 2022, the Crossing Guard team consisted of: Kenneth Carter, Maureen Carter, Theodore Colborn, Frank and Renee Dicristofaro, Sharon Harden-Bullock, Lori Ann Huguenin, Karen Kaled, Roger Lanyon, Dana Linsdeau, Debra Miller, Charlotte Monaghan, Carol Naumann, Jean Segodnia, and Marjorie Warhurst.

HONORS & AWARDS



Five department members were recognized for their outstanding efforts at the 39th annual Respect for Law Program sponsored by the Lakeshore Optimist Club. The event, which was attended by law enforcement officials from the five Grosse Pointes, Harper Woods, and the 5th and 9th Precincts of Detroit, was held on May 4, 2022 at the Lochmoor Club in Grosse Pointe Woods.

Officers Empson and Smith were presented with awards for their efforts in saving the life of an unresponsive man with a history of cardiac arrest on January 12, 2021. Officer Muzia was recognized for repeatedly performing the Heimlich maneuver on someone who was choking and losing consciousness on February 13, 2021. Lieutenant Brian Conigliaro and Sergeant Brian Urban were acknowledged for administering CPR and hooking up an AED to save the life of a resident who did not have a pulse and was not breathing on December 27, 2021.



Pictured above with Mayor Arthur Bryant are (from left to right) Sergeant Brian Urban, Officer David Empson and Officer Jarod Smith. Lieutenant Conigliaro and Officer Muzia were not in attendance at the event. Pictured at the top of the page from left to right with their significant others are Sergeant Urban, and Officers Jarod Smith and David Empson.

HONORS & AWARDS



Pictured alongside Mayor Arthur Bryant are SRT members Neal Kapoor (to the left of the mayor) and Duncan Gill (to the right of the mayor). The group also includes members of the Grosse Pointe Woods City Council and Public Safety Director John G. Kosanke.

Grosse Pointe Woods SRT (Special Response Team) members Neal Kapoor and Duncan Gill received recognition for their efforts at City Council meetings in both Harper Woods and Grosse Pointe Woods.

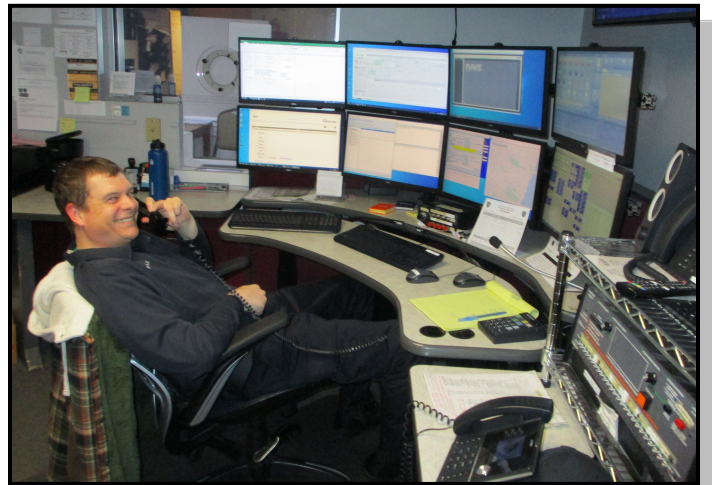
A unit citation was received by the entire Eastern Wayne County Special Response Team, consisting of a group of highly trained officers from all five of the Grosse Pointe Cities and Harper Woods, on November 21, 2022 at a Harper Woods City Council meeting. The honor was given in recognition of the efforts of the team during a seven-hour standoff in July with an individual who had fatally stabbed his girlfriend and father and injured his mother. During the incident, officers were fired at as they rescued a baby who was dropped out of a bedroom window. The officers also battled flames as the home was allegedly set on fire by the suspect. The suspect eventually surrendered and was taken into custody.

The SRT officers were also praised for their efforts during a September incident involving an armed suspect who had fatally shot two victims. The officers captured the suspect after creating a ballistic barrier to shield themselves.

The City of Grosse Pointe Woods recognized the efforts of the two department SRT members at a City Council meeting held on December 19, 2022.

NEW HIRES

Two new full-time Communications Dispatchers joined the department in 2022.



Our dispatchers were switched to 12-hour shifts to coincide with the officer's schedules near the end of 2022. The addition of two new full-time dispatchers in 2022 brought our staffing level up to four full-time positions, one for each platoon.

The two new dispatchers are Kristen Longtine and Scott DeLisle. Kristen is an MCOLES certified police officer with dispatch experience from the SERESA and the City of Birmingham. SERESA stands for the South East Regional Emergency Service Authority, a consolidated dispatch center which serves the cities of Eastpointe, Fraser, Roseville, and St. Clair Shores.

Scott also was previously employed by SERESA and worked in operations support at a company in Troy. We welcome Scott and Kristen to our team.

RETIREMENTS

Three valued members of the department retired in 2022.



Pictured above on the top row from left to right are retired Detective Kevin Bonk, Communications Dispatcher Agnes Burcar, and Officer Scott Nota, all of whom had lengthy careers in the field of Law Enforcement

Detective Kevin Bonk had been with the department for 22 years, with an assignment to the Detective Bureau from 2004 to 2009 and again from the end of 2010 until his retirement in 2022. He was appointed as the department's liaison to the Auxiliary Officers in 2013. Detective Bonk was instrumental in coordinating our annual Public Safety Open House and had received many accolades for his investigative work, including a certificate from the FBI.

Communications Dispatcher Agnes Burcar continuously lit up the Dispatch room with her bright smile during her 34-year career with the department. Some of her most memorable moments included helping a father deliver a baby before help arrived and assisting a mother with a choking toddler. Her duties made a difference in the lives of many, including the senior citizens she contacted daily to make sure that they were safe and doing well.

Officer Scott Nota shared his infinite knowledge of mechanics and technology with his co-workers during his 24-year career. He will always be remembered for his kind and gentle nature and willingness to help.

PUBLIC SAFETY OPEN HOUSE



The beautiful weather on Sunday, October 9, 2022 helped to attract a significant crowd to the annual Public Safety Open House. The event gave attendees the opportunity to interact with Public Safety personnel and learn valuable safety tips.

A new presentation this year was made by SRT (Special Response Team) department member Duncan Gill and Sergeant Frank Zielinski from the Grosse Pointe Farms Department of Public Safety. The armored vehicle used by the SRT was on display and attendees had the opportunity to go inside and inspect it.

One of the most popular highlights of the event was the return appearance of the Harper Woods K-9 team of Officer Steven Johnson and his partner Kaiser. The entrance of Kaiser coming out of his special K-9 patrol car (with his picture on the door of the vehicle) was similar to the arrival of a rock star at a concert venue.

The annual Open House event would not have been possible without the hard work of event organizer Sergeant Joseph Provost. Director John G. Kosanke was on hand to meet and greet the public and answer their questions. Officer Timothy Livingston manned various aspects of the event and Harper Woods officer Eddie Tujaka ran the smoke house for us. In addition, the department is appreciative of the contributions made by Auxiliary Squad Leader Mark Higgins, and Auxiliary Officers Jose Carrion, Keith Kurtz, Patrick Kyc, Ryan Shalla, and Anthony Wimbush, all of were instrumental in helping to make the Open House a success.



PUBLIC SAFETY OPEN HOUSE

The annual Open House Event would not have been possible without the careful coordination of event organizer Sergeant Joseph Provost. Officers Duncan Gill and Timothy Livingston, along with six members of the Auxiliary team, were also invaluable in making this a memorable community event.



