



City Council Regular Meeting Meeting Minutes

Monday, July 25, 2022, at 7:30 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** by Mayor Garrett at 7:30 p.m.

2. **Roll Call**

Present: Mayor Mykale Garrett

Council members: Councilmember Jennings, Mayor Pro Tem Kantor, Councilmember Kenez, Councilmember Miller

Also Present: City Administrator, Sue Montenegro, City Treasurer, Pam Bratschi, Community Economic Development Director, Susan Stec, Chief Scott McKee, City Attorney, Scott Baker, Acting City Clerk, Kelda London

3. **Pledge of Allegiance**

4. **Public Comment for Items on the Agenda** (speakers are limited to 3 minutes)

Chris Hollis – In support of the Special Assessment District resident petition

5. **Approval of Agenda**

Mayor Pro Tem motion to approve the agenda with the addition of Items K. OPEB, and Item L MERS. Motion seconded by Councilmember Jennings.

Yes: Jennings, Kantor, Kenez, Miller, Garrett

No: None

Motion carried.

6. **Consent Agenda**

All items listed under the "Consent Agenda" are considered to be routine and non-controversial by the City Council and will be approved by one motion. There will be no separate discussion. If a discussion is desired, that item(s) will be removed from the consent agenda and discussed separately immediately after consent agenda approval in its normal sequence on the regular agenda.

C. FY 21/22 Year-End Investment Reports

D. June 2022 Building Department Reports

E. July 2022 CED Report

F. June 2022 Police Department reports

G. June 2022 Southfield Fire Department Report

Councilmember Miller moved to remove Item A Meeting Minutes and Item B. Disbursement Report from the consent agenda for correction and questions.

Motion by Councilmember Miller to approve the consent agenda with the removal of Items A & B motion seconded by Councilmember Kenez.

Yes: Kantor, Kenez, Miller, Garrett, Jennings

No: None

Motion carried.

H. Approval of Minutes

Study Session - June 27, 2022

Regular Meeting June 27, 2022

Motion by Councilmember Kenez to approve meeting minutes of June 27, 2022, Study Session and Regular Meeting with corrections, motion seconded by Councilmember Miller.

Yes: Jennings, Kenez, Miller, Garrett, Kantor

No: None

Motion carried.

I. June 27, 2022, Disbursement Report

Motion by Councilmember Kenez to approve the June 2022 Disbursement Report, motion seconded by Mayor Pro Tem Kantor.

Yes: Kenez, Miller, Garrett, Kantor, Jennings

No: None

Motion carried.

7. Action Requests - For Consideration / Approval

A. Extension of House in the Woods Realtor Contract

Jon Ruud was present to discuss the extension of the contract with Keller William and Associates to continue to list the "House in the Woods" property.

Motion by Councilmember Miller to extend the realtor contract for Jon Ruud for the House in the woods. Motion seconded by Councilmember Kenez.

Yes: Kantor, Kenez, Miller, Garrett, Jennings

No: None

Motion carried.

B. Oakland County Assessing Contract

This is the contract with Oakland County for continued assessing services.

Motion by Councilmember Jennings to approve the Oakland County Assessing Contract.
Motion seconded by Mayor Pro Tem Kantor.

Yes: Kenez, Miller, Garrett, Jennings, Kantor
No: None
Motion carried.

C. Oakland County Animal Control Proposal

A proposal from Oakland County for Animal Control services. The will take over all of the animal control issues in Lathrup Village.

Motion by Mayor Pro Tem Kantor and seconded by Councilmember Jennings to approve the Oakland County Animal Control Proposal.

Yes: Miller, Garrett, Jennings, Kantor, Kenez
No: None
Motion carried.

D. Confirmation of Appointment - Kelda London, City Clerk

Motion by Councilmember Jennings and seconded by Mayor Pro Tem Kantor to confirm the appointment of Kelda London as City Clerk.

Yes: Garrett, Jennings, Kantor, Kenez
No: Miller

Motion carried.

E. Act 51 Street Administrator

MDOT requires that the governing body designate and office as Street Administrator.

Motion by Councilmember Jennings and seconded by Mayor Pro Tem Kantor to appoint City Administrator Susan Montenegro as Act 51 Street Administrator.

Yes: Jennings, Kantor, Kenez, Miller, Garrett
No: None
Motion carried.

F. Appointment of SOCWA Representative and Alternate

Motion by Mayor Pro Tem Kantor and seconded by Councilmember Jennings to appoint Susan Montenegro as the SOCWA representative and Susan Stec as the alternate.

Yes: Kantor, Kenez, Garrett, Jennings

No: Miller

Motion carried.

G. Appointment – SOCRRA Representative and Alternate

Motion by Mayor Pro Tem Kantor to adopt the attached resolution to appoint Susan Montenegro as SOCRRA Representative and Susan Stec as the Alternate to SOCRRA and authorize city staff to notify SOCRRA. The motion was seconded by Councilmember Jennings

Yes: Kenez, Miller, Garrett, Jennings, Kantor

No: None

Motion carried.

H. Resident Petition to Establish a Special Assessment District (SAD)

Mayor Pro Tem Kantor moved to:

1. City Council directs the City Administrator to prepare, or cause to be prepared, the tentative nature and extent of the proposed public improvement and any alternates which may be considered.
2. City Council directs the City Administrator to prepare, or cause to be prepared, the tentative outer limits of the proposed special assessment district or alternate districts
3. The City Administrator shall make a report to the City Council which recommends what proportion of the cost should be paid by special assessment and what part, if any, should be a general obligation of the City; the number of installments in which assessments may be paid; and the residential lots and commercial properties which should be included in the special assessment district.
4. The report of the City Administrator shall be filed with the City Clerk for presentation to the City Council on August 15, 2022, and such report shall be available for public examination.
5. On August 15, 2022, at the public hearing on advisability of proceeding, the City Council shall receive cost estimates and hear from any and all interested parties as to all matters bearing upon the nature and extent of the public improvement, the scope of the district, and all other matters affecting the advisability of proceeding. All property owners who desire to object in writing shall be afforded an opportunity to do so prior to the close of the hearing.

6. The public hearing scheduled on advisability of proceeding shall be properly noticed, stating the time and place of the hearing, and shall be published once in a newspaper circulated in the City, not less than ten (10) days prior to the date of such

hearing. The Notice shall also be sent by the City Clerk first class mail to each owner of property subject to assessment.

Motion seconded by Councilmember Jennings.

Yes: Miller, Garrett, Jennings, Kantor, Kenez

No: None

Motion carried.

I. Remote Meeting Access for Public Participation

Administrator Montenegro will put together a proposal of the cost options and present them at the August City Council meeting.

J. Quote - Air Conditioning Coils & Condenser Repair

The quote from Denny's Heating and Cooling for \$12,483 to repair the mechanical unit at City Hall.

Motion by Councilmember Jennings to approve the quote from Denny's Heating and Air Conditioning, motion seconded by Mayor Pro Tem Kantor.

There were not three (3) quotes due to the extreme temperatures, and Denny's is the original contractor to install and maintain the current mechanical system.

Yes: Garrett, Jennings, Kantor, Miller, Kenez

No: None

Motion carried.

K. MERS

The defined contrition plan agreement was added to Administrator Montenegro's employment contract. Part of the agreement was for her to become immediately vested for the retirement contributions. The question was previously asked about how much it would cost the city to start a new employment group. It will not cost the city anything to add this benefit.

Mayor Pro Tem Kantor motioned to approve the MERS Defined Contribution Plan Agreement for Susan Montenegro; the motion seconded by Councilmember Jennings.

Yes: Jennings, Kantor, Kenez, Miller, Garrett

No: None

Motion carried.

L. OPEB (Other Post Employment Benefit)

Staff is requesting approval for CBIZ Benefits & Insurance Services to evaluate OBEP, the benefit, and medical for retired employees, of which there are 2 at this time.

Motion by Mayor Pro Tem Kantor to approve the agreement with CBIZ Benefits and Insurance Services for the evaluation of OPEB benefits, motion seconded by Councilmember Jennings.

Yes: Kantor, Kenez, Miller, Garrett, Jennings

No: None

Motion carried.

8. City Administrator Report

Administrator Montenegro expressed delight as she has met with 4 of the 5 Councilmembers and she appreciated the time getting to know each member and the start of building relationships with council. She thanked council for allowing her to the Michigan Municipal Executive Conference.

The Deputy Treasurer Position has been posted and will be open until August 5, 2022, and interviews will be held right after that. The Code Enforcement position will also be posted soon.

Administrator Montenegro also encouraged council to call her if there are any questions regarding the council packet or meeting, which will give staff a chance to have answers available at the meeting also please contact her in the office instead of contacting contractors. Reiterating that that is her role as Administrator to be the interface there

She also encouraged council to attend the available trainings.

9. City Attorney Report

None

10. Reports of Boards, Commissions, and Committees

Planning Commission meeting was postponed from Tues July 19th to Tues July 26th at 7:00 pm. The main item on the agenda is to review the site plan for Panera Bread.

The Infrastructure Committee is waiting for a report from OHM to assist with the process of switching the meter at 11 Mile Rd and Southfield Rd. which they believe with 95% probability of the water loss issue. There are also other issues, Michigan First Credit Union after the renovation the water install was not registered therefore, they have recently been back billed. There are also some questions regarding water at the new apartment complex on 11 Mile Rd. Councilmember Miller asked about the swapping of the meter when the lines were cut at the meter at 12 Mile and

Southfield, who is responsible for cutting that, and will they be responsible for the repair? The lines were cut when the lights were installed and the repair of the lines would require significant construction. SOCWA has commented to replacing the broken meter.

11. Unfinished / New Business

None

12. Public Comment (speakers are limited to 3 minutes)

Jason Hammond – Councilmember Miller's interaction with council and staff

Kayla Danforth – Concrete sidewalk ordinance

13. Mayor and Council Comments

Mayor Garrett – Officer Becker is retiring, there will be a reception on Friday, July 31st at 11:00 out in the pavilion. Memorial service for Jim Smyth on Friday, July 29th.

Mayor Pro Tem Kantor –1) emphasized the importance of the budget and he requested that those be published again. 2) congratulation and best of luck to officer Becker who proved to be an exemplary officer. 3) spotlight the great service of Police Clerk Theresa Knoll, many residents call to say Theresa goes the extra mile.

Councilmember Kenez asked what is being done with the Parks and Recreation position. Administrator Montenegro replied that she will be working on that.

Councilmember Miller reminded council about the kickoff meeting for the Southfield Public School Bond Campaign on July 26th at Southfield A&T High School. Regarding Mr. Hammond's public comments "I've blocked him on Facebook for his negative comments and bullying and there are 3 or 4 sides to every story".

14. Adjourn

Motion by Mayor Pro Tem to adjourn seconded by Councilmember Jennings. Meeting adjourned at 9:23 pm