

**MINUTES OF THE GROSSE POINTE CITY COUNCIL MEETING HELD IN THE CONFERENCE ROOM OF THE NEIGHBORHOOD CLUB, 17150 WATERLOO, GROSSE POINTE, MICHIGAN ON MONDAY, DECEMBER 16, 2019.**

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

ROLL CALL

Present: Mayor Tomkowiak, Council Members Parthum, Stempfle, Thomas, Walsh, Williams

In Attendance: City Manager Dame, Attorney Kennedy, City Clerk Arthurs, Finance Director Kleinow, Public Safety Director Poloni, Public Service Director Randazzo, Parks and Recreation Director Hardenbrook, City Engineer Pangori and City Planner Jackson.

The Mayor then led the Council in the Pledge of Allegiance.

CONSENT AGENDA

Motion by Council Member Parthum, second by Council Member Williams, to approve the Consent Agenda consisting of the following:

1. Minutes from the regular Council Meeting held on November 18, 2019.
2. Invoices
  - a) G2 Consulting Group - 2019 Resurfacing Project, August 2019, \$5,235
  - b) Great Lakes Water Authority - Sewage Disposal, November 2019, \$74,500
  - c) Compass Minerals - Salt, November 2019, \$6,655.12
  - d) Fildew Hinks - Legal Services, October 2019, \$14,915.15
  - e) Anderson, Eckstein & Westrick, Inc.
    - 2019 Resurfacing Program, 10/14/19 – 11/10/19, \$5,131.66
    - Rathbone Storm Sewer, 10/14/19 – 11/10/19, \$9,067.40
    - 2020 Street Improvement Program, 10/14/19 – 11/10/19, \$19,760
  - f) Inland Waters Pollution Control, Inc.
    - Rathbone Storm Sewer Rehabilitation, Estimate #2, \$55,271.16
  - g) GFL - Recycling, December 2019, \$9,576
    - Recycling Contract Increase, July - November 2019, \$18,360
  - h) State of Michigan - Marina Bottom Lands Rental, December 2019, \$16,180
  - i) Plante Moran - Annual Audit, Installment #1, \$35,000
  - j) Partners In Architecture
    - New Facilities, Installment #6, \$199,279.49
    - New Facilities, Installment #7, \$514,471.50
    - New Facilities, Installment #8, \$1,176,997.53
3. Approval of the purchase of an ImageCast Precinct Tabulator from Dominion Voting in the amount of \$5,347.50.
4. Adoption of Resolution establishing Council Meeting dates for 2020.

CONSENT AGENDA UNANIMOUSLY ADOPTED.

PRESENTATION OF 2018-19 FISCAL YEAR AUDIT

Pam Hill, Partner at Plante Moran, presented the 2018-19 audit report. Plante Moran has given the City an unqualified favorable opinion as to the City's financial accounting.

Joe Kowalski, Partner at Plante Moran, highlighted revenue and expense trends over a four-year period. There was a discussion of the balances in various dedicated reserve and capital funds. Water, sewer and auto parking operations were reviewed. The Pension Plan Funding Status and Total Pension Liability and Plan Assets were presented and discussed. Plante Moran commented that new actuarial assumption changes increased liability reporting for legacy and retiree healthcare costs.

Plante Moran answered various Council questions regarding the audit.

RECEIVE AND FILE.

#### PRESENTATION – MUNICIPAL COURT DESIGN

Lauren Lee of Partners in Architecture presented a PowerPoint presentation regarding the updated Municipal Court renovation design plan. Ms. Lee discussed the various changes from the original plan including exterior and interior modifications suggested by the State Court Administrator's Office. Changes to the interior and exterior main entrance doors, rear façade and court/council furniture were discussed. Discussion took place regarding what led to various project additions. It was noted that even with suggested additions, the project remains under budget and less than the bond.

#### SITE PLAN REVIEW – SIGNAGE FOR PANERA BREAD – 17150 KERCHEVAL AVENUE

City Planner Jackson made the following report:

Johnson Sign Company, on behalf of Panera Bread, is requesting that the City Council grant a sign standard modification from Section 58-11 (d) 5.g, wall signs, where one wall sign shall be permitted for each 24 linear feet of building frontage. No wall sign shall be closer than 24' feet measured horizontally from any other wall sign for the same business. A waiver is required to install the proposed sign on the east side of the building because of its proximity to the Panera Bread sign on the north side of the building's Kercheval frontage. A second modification is required because the east face of the building is not "frontage" because it does not face publicly owned right-of-way, which is the accepted word definition and utilization of "frontage" in the City Code. Section 58-12(d) of the Ordinance states that the City Council may, "consider whether the proposed sign, if erected, will achieve the purposes of this Chapter, and grant a modification of the sign standards.

The applicant wishes to replace an existing nonconforming wall sign on the northeast corner of the existing building. This wall sign would be on a secondary wall of the property, facing away from Kercheval Avenue and towards the residential neighborhood to the northeast. Panera Bread is the first business entering the Central Business District. In practical application, the applicant desires increased store recognition for vehicles travelling east and west on Kercheval Avenue. It was noted that although the proposed sign meets the general requirements for structure, illumination, and dimensions, it does not meet the sign separation and frontage location requirements. The City updated its sign ordinances to remove an over-abundance of signs. Allowing additional signs that are not in the appropriate context does not encourage and promote the City's pleasing, visually attractive environment. Scaling commercial signs appropriately and consistently in The Village is essential to fostering the village quality of the City's core commercial district. Approving the proposed sign standard modification does not reinforce those village qualities.

The City Planner noted that the sign standard modifications for an additional wall sign, less than 24 linear feet from the Kercheval façade sign, on a building façade without street frontage, do not meet the sign standards modification approval criteria in the sign ordinance. It was recommended that the City Council not approve the applicant's request because allowing this sign standard modification promotes visual clutter, sign proliferation, improper sign placement, and additional sign bulk with no benefit to pedestrian or vehicular traffic.

Council discussion took place regarding the proposed sign, its proposed location, and other options available to the applicant.

Motion by Council Member Parthum, second by Council Member Stempfle, to deny the sign standard modification waiver for the additional wall sign for Panera Bread, 17150 Kercheval Avenue, as presented.

UNANIMOUSLY ADOPTED.

#### PURCHASE – PARKS AND RECREATION MOWER

Parks and Recreation Director Hardenbrook made the following report:

The existing Parks and Recreation Department mower is scheduled for replacement. The new mower is a Lazer X-Series 940 EFI Kohler with a 60-inch deck. The cost for this equipment is \$15,162. The City of Grosse Pointe became a Sourcwell Cooperative Purchasing Program Member in 2018. The Sourcwell Cooperative Purchasing Program streamlines the procurement process by developing RFPs and IFBs for national, competitive solicitations that meet or exceed local requirements, thereby satisfying the City's charter requirements for competitive bidding. Sourcwell holds the competitively solicited contract for Exmark. Weingartz in Utica, MI is the local vendor of Exmark that honors the Sourcwell cooperative contract pricing.

Motion by Council Member Thomas, second by Council Member Parthum, to authorize the purchase of the mower from Weingartz in Utica, MI in the amount of \$15,162.

UNANIMOUSLY ADOPTED.

#### PURCHASE – FUEL MANAGEMENT SYSTEM

Public Service Director Randazzo made the following report:

During the demolition of the old DPW yard, the City's fuel system that serves all of the departments had to be removed and set aside. This was to allow for construction of the new building to occur. Of the three components of the fuel system, i.e. tanks, pumps and fuel management system, the management system will have to be replaced due to its condition and end of life cycle. City staff looked at options for fuel management and reached to Oscar Larson Company, of Clarkston, MI who services and installed the City's gas pump and management system in 2011. The system proposed by Oscar Larson, the FMU2500 Plus FuelMaster management system, is a system that is used by many municipalities, bus depots, airports and small businesses. This system was competitively bid through Sourcwell, a national public sector procurement agency. Staff also reached out to Eco Fuel Services of Lapeer MI for a similar management system, the FuelForce FF894K. Their prices are listed below.

Oscar Larson, Clarkston, MI	\$ 9,090.27
Eco Fuel Services, Lapeer, MI	\$ 9,722 + required \$1500 yearly web access/ monitoring fee

The fuel management system consists of a control unit next to the pump connected to tracking software. It will allow access to fueling pumps to authorized staff via a fob device and track its usage with Windows-based software installed on the Public Works Supervisor's computer. The proposals do not include installation but is projected to be approximately \$3,500 for both companies. Council discussed the system options.

Motion by Council Member Stempfle, second by Council Member Williams, to award the purchase of the fuel management system and installation to Oscar Larson Company, Clawson, MI, for the amount of not to exceed \$12,590.27.

UNANIMOUSLY ADOPTED.

## AMENDMENT TO EMPLOYMENT AGREEMENT WITH PUBLIC SAFETY DIRECTOR

City Manager Dame made the following report:

After serving as the City's Public Safety Director for four years in an exemplary manner, in 2015 Chief Poloni also became the Director for the City of Grosse Pointe Park. He has led the department through a number of beneficial changes, from a staff, equipment, training and physical building perspective. This unique combination has not only shared the costs of management, but would also benefit the two communities through increased efficiencies and coordination. The proposed amendment would extend his current agreement by one year, and allow for annual extensions thereafter. It adjusts the base pay in the agreement from \$55,00, to \$60,000, which is the first pay adjustment in four years.

Motion by Council Member Parthum, second by Council Member Williams, to approve the amended employment agreement with the Public Safety Director, as presented.

UNANIMOUSLY ADOPTED.

## 2020 ROAD IMPROVEMENTS

The proposed rolling year road improvement plan has been updated and extended to a six-year projection. This road improvement plan is made possible by the voter approved 15-year, 2.5 mill road improvement levy. The six-year plan denotes both the fiscal year the work will be charged to and the calendar year the work will be done. The 2020 projects will be the sixth year of the Road Improvement Program. Only the 2020 projects are proposed to be approved for preparing the bid specs at this time. This upcoming year, the City will focus on those blocks that have been long identified to require major, costly renovations, as promised. That means instead of completing 11 ½ blocks similar to 2019, the 2020 program will consist of 4 ½ blocks of work.

The projects proposed to be completed in calendar year 2020 are:

Rivard – Kercheval to St. Paul, Goethe – Washington to University (including an adjacent stretch of University and 1.5" milling on the Goethe dead-end), and Grosse Pointe Court. Council discussion took place regarding the PASER ratings and program details.

Motion by Council Member Thomas, second by Council Member Williams, to approve the 2020 Road Improvement Plan.

UNANIMOUSLY ADOPTED.

## COMMUNITY SURVEY

In April 2018, the City Council approved executing a contract with ETC Institute of Kansas to conduct a community survey. The contract was executed but the survey has not yet been conducted. ETC has indicated it will still honor the contract price of \$14,690 if the City undertook the survey early in 2020.

The survey will allow the City to obtain a representative impression of the attitudes of Grosse Pointe residents about the City. Using typical questions used by hundreds of communities across the Midwest and the United States, the survey would allow assessment of Grosse Pointe's residents' opinions about quality of life issues, value and assessment of all city services, customer service response, and communication methods. It was noted that up to two pages of questions about City related topics of particular interest could be added to the standard questions that could help ascertain resident's thoughts about issues related to topics needed to be addressed in Master Plan updates or strategic planning. The survey would help the City identify areas for potential improvement in service delivery, customer satisfaction, and help guide policy priorities.

The survey would be mailed to all residents but allow response by website, as telephone surveys are increasingly hard to obtain a representative sample.

Motion by Council Member Thomas, second by Council Member Walsh, to proceed with ETC Institute to carry out the community survey in 2020.

UNANIMOUSLY ADOPTED.

#### CITY COUNCIL VACANCY

Mayor Tomkowiak discussed the process to fill the vacancy on City Council. It was noted that the consensus of the Council was to take applications from interested residents similar to the process implemented in 2016. Council discussion took place regarding the timeline for the notice and various deadline and meeting dates were discussed. A Special Meeting of the City Council will take place Monday, January 27, 2020 at 7:00 p.m. Candidates will be asked to present a five-minute introduction and answer questions from Council members. The public notice will be published and posted with an application deadline of January 17, 2020.

#### PUBLIC COMMENT

Lee Nyboer, 733 St. Clair expressed concerns about snow removal and dumping high piles of snow near his home. The snow prohibits parking and getting out of vehicles. He asked if there is an alternative location for the snow.

A concerned neighbor from the area of Washington and Maumee stated he represented several neighbors expressing concern about the traffic speed, and visibility at the intersection of Washington and Maumee Avenue. He asked for more signage, including children at play signs, and a four way stop sign. He asked the City to do something about safety in the area.

#### COUNCIL COMMENT

The City Council commented on the following topics:

- The Council is working toward a productive and efficient process to fill the Council vacancy.
- Appreciation was expressed to the City Manager for his work on the Main Street application.
- Appreciation was expressed to the Finance Director for her work on the annual audit.

On Motion, the meeting was adjourned at 8:45 p.m.

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Julie E. Arthurs, City Clerk  
City of Grosse Pointe