

**MINUTES OF THE GROSSE POINTE CITY COUNCIL MEETING HELD VIRTUALLY VIA THE ZOOM VIDEO AND PHONE CONFERENCE PROGRAM ON MONDAY, MAY 18, 2020.**

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

ROLL CALL

Present: Mayor Tomkowiak, Council Members Juip, 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 and City Planner Connochie.

CONSENT AGENDA

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

1. Invoices
  - a) Santoro - Snow Plow Kit, April 2020, \$12,389.95
  - b) HMC, LLC - ADA Ramp Replacement, Final Payment, \$5,075.76
  - c) Robotronics, Inc. - Sparky the Dog, February 2020, \$15,702
  - d) City of Grosse Pointe Park - Dispatch Services, January - March 2020, \$27,983.41
  - e) GFL - Recycling, April 2020, \$9,186; - Recycling, May 2020, \$9,186
  - f) Art Tucker - Sewer Repair, April 2020, \$5,864
  - g) Eco-Green-Energy, LLC - Parking Structure LED Lights, March 2020, \$44,528.75
  - h) Great Lakes Water Authority
    - Sewer Charges, March 2020, \$74,500
    - Sewer Charges, April 2020, \$74,500
  - i) Anderson, Eckstein & Westrick, Inc.
    - Loraine Sewer, February 2020, \$16,127.69
    - 2020 Street Improvement Program, February 2020, \$20,973.67
  - j) Partners in Architecture Design Build, LLC
    - New Buildings, February 2020, \$854,694.84
    - New Buildings, March 2020, \$438,932.11
  - k) I.T. Right
    - Service Contract, 4/1/20 – 3/31/21, \$21,098.63
    - Computers, February 2020, \$9,272
  - l) Team Life - Defibrillator, April 2020, \$12,631
  - m) Revise - Website, April 2020, \$15,700
  - n) Indian Summer - Compost, December 2019 - January 2020, \$13,638.62
  - o) McKenna - Planning Services, April 2020, \$7,384.18
  - p) McGraw Morris P.C. - Legal Services, April 2020, \$12,243
  - q) DTE - 2020 LED Streetlight Conversion, May 2020, \$106,311
  - r) Oakland County - Clemis, January 2020 - March 2020, \$5,173.25
  - s) Seaworks Group, LLC - FEMA work, April 2020, \$5,000

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None.

MOTION CARRIES.

CONSIDERATION OF MINUTES – APRIL 20, 2020

Council Member John Stempfle stated that upon reflection he wishes to change his vote with respect to the 250 Washington lot split request and he then made the following motion.

Motion by Council Member Stempfle, second by Council Member Parthum, to reconsider the vote for the lot split request at 250 Washington.

ROLL CALL VOTE

Ayes: Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None  
Recusal: Juip

MOTION CARRIES.

Motion by Council Member Parthum, second by Council Member Walsh, to approve the lot split for 250 Washington, as submitted.

Mayor Tomkowiak stated that the lot split was reviewed by the City Council in February 2020 and public comment was heard. The Mayor asked for additional public comment. The following comments were made:

Laura Sullivan stated she did not believe the lot split is beneficial and meets the requirements of the Master Plan.

John Doerer asked what had changed about the application and why the Council is changing their vote.

Robert Hindelang, 235 Lincoln, asked why the Council is reconsidering the vote when there is no provision in city ordinance to do so and the previous minutes were not posted publicly.

Cameron Jamieson, 355 Washington asked for more information regarding the lot split because he feels he was not fully informed about the request.

Larry Marantette, 305 Washington asked about the provisions for what type of home could be constructed and expressed concern about an oversized mansion being built on the lot.

It was noted for the record that written public comments were received by Gene Anzalone, 14 Rathbone, Charlene and Thomas O'Neill, 254 Lincoln, Robert Hindelang, 235 Lincoln and Brian Mourad, 15 Alger.

After hearing no further comment, the Mayor closed public comment. Mayor Tomkowiak called for a vote on the motion.

ROLL CALL VOTE

Ayes: Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None  
Recusal; Juip

MOTION CARRIES.

Motion by Council Member Parthum, second by Council Member Thomas, to revise and amend the April 20, 2020 minutes, to include the lot split vote reconsideration motion, the lot split request motion and additional public comment and subsequent roll call votes conducted on May 18, 2020 and to approve the April 20, 2020 minutes as amended.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None

MOTION CARRIES.

PUBLIC HEARING – 2020 SINGLE LOT ASSESSMENT ROLL

Finance Director Kleinow made the follow report:

The City of Grosse Pointe provides for the collection of delinquent water and sewage charges in Section 48 of the Grosse Pointe City Charter. Section 1.15 of the Grosse Pointe City Code directs the City Assessor to prepare a Single Lot Assessment Roll of such delinquent charges and for any expenses incurred by the City in providing other services, together with a penalty of 10%. The unpaid charges and penalties are then considered a lien against the property and are placed on the 2020 City tax bill for collection. Informational notices were mailed in February 2020 to all property owners with delinquent charges

Mayor Tomkowiak opened public comment. Craig Walworth asked how the City is paid if a tax bill goes unpaid. Hearing no additional comments, the Mayor closed public comment.

Motion by Council Member Stempfle, second by Council Member Thomas, to approve the 2020 Single Lot Assessment Roll, as submitted.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None.

MOTION CARRIES.

COUNCIL HEARING – 550 CADIEUX ROAD

A petition to City Council has been received under Section 42-9 of the City Code from the owner of the condominium at 550 Cadieux to place an air conditioning unit in the front yard. The resident has submitted proof of notification of the request to surrounding properties as required by the Code.

City Planner Connochie made the following report:

The applicant, Elizabeth Coppola, is proposing to install an A/C Carrier condenser, measuring 32.5” h x 31.5” w x 31.5” d, on the front of her property within the Cranford Terraces condominiums at 550 Cadieux. The A/C carrier condenser is proposed to be located to the right of the property’s front facing window. The unit will be screened by three-foot high boxwood shrubs to conceal the unit from view from the street. The applicant originally proposed to install the A/C unit in the rear yard, which is permitted by Section 42-9 and could have been approved administratively by City staff. However, her request was denied by the Cranford Terraces Homeowners Association (HOA) at their March 2020 Board meeting. The board cited the use of the rear area as a common area as the primary reason for the denial. The applicant’s condominium is in the middle of a row of attached units. With no option to install the unit on the side of the building, she is requesting City Council approval to install the A/C unit in the front yard. The request to install an A/C unit comes with practical difficulty due to (1) the previous denial of the HOA board to locate the unit in the rear of the building and (2) the location of the dwelling unit in the middle of a row of attached condominiums. The City Planner recommended Council grant approval for installing the A/C unit in the front of the property as proposed.

Motion by Council Member Stempfle, second by Council Member Walsh, to grant the petition to install an air conditioner condenser unit in the front of the property located at 550 Cadieux Road.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None.

MOTION CARRIES.

RESOLUTION – ADOPTING 2020-21 BUDGET AND 2020 TAX RATE

It was noted that revenues are kept equal with expenditures, maintaining a balanced budget, and preserving General Fund Balance. A funding increase request for the Beautification Commission was requested for the next fiscal year budget.

Motion by Council Member Parthum, second by Council Member Thomas, to adopt the resolution establishing the 2020-2021 City of Grosse Pointe budget and setting the total 2020 tax rate at 11.3262 mills for City operations, 2.0552 for debt retirement, 2.3915 for road improvements, and 1.6987 for solid waste.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None.

MOTION CARRIES.

PROPOSED FEE CHANGES FOR 2020-21

Finance Director Kleinow made the following report:

A review of the current fees that the City of Grosse Pointe charges for various services, registrations, permits, and regulations was recently undertaken. A list of the fees for the following departments: Construction (Building, Mechanical, Plumbing/Sewer, and Electrical), Parks and Recreation, Zoning, Parking, City Clerk's Office, and the Finance Department was reviewed. The annual review is undertaken to ensure that specific users are paying unit, administrative, and inspection costs in lieu of being subsidized by the general citizenry. The only fee increase City staff is proposing is a 3% increase for marina well rentals. This is in anticipation of upcoming capital projects that will be made when water levels recede.

Motion by Council Member Thomas, second by Council Member Stempfle, that the proposed revised fee schedule be adopted with an effective date of July 1, 2020.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None.

MOTION CARRIES.

PROPOSED WATER AND SEWER RATES FOR 2019

Finance Director Kleinow made the following report:

To continue to provide the same level of service to our residents and fund anticipated capital improvements, a rate increase is necessary. The following shows the rate changes by category based on a 5/8" meter:

	Current Rate	Proposed Rate	\$ Change	% Change
Readiness to Serve	7.92	8.10	.18	0.02%
Debt Service	18.57	18.57	0	0%
Industrial Damage	67.05	67.05	0	0%
Water/Sewer	73.66	79.10	5.44/unit	7.39%

These revised rates were used as the basis for the budgeted expenditures and estimated revenues that were presented at the public hearing on May 11, 2020. For the average homeowner this will increase their bill \$11.06 per billing, which is a 6.4% increase over last year.

ORDINANCE ADOPTION

Motion by Council Member Williams, second by Council Member Parthum, that the water and sewage rates for 2020-21 be approved to comply with the State of Michigan requirements and the following ordinance be adopted:

ORDINANCE NO. 442

An Ordinance to amend and re-state Section 78-143 of the Code of Ordinances of the City of Grosse Pointe, Water and Sewer Rates (For complete text of Ordinance No. 439 - see Ordinance Book of the City of Grosse Pointe)

UNANIMOUSLY ADOPTED.

PURCHASE OF WATER METER READING SYSTEM

Public Service Supervisor Johnston made the following report:

The current meter reading system in place in the City is over eleven years old. The software and meter reading equipment used will become unsupported, by Neptune, as of December 31, 2020. This means that data received by our current system could be lost if it is not upgraded. The City has been exploring options to replace this system with more advanced software and equipment. The City of Grosse Pointe’s entire water supply system is metered with Neptune brand meters. At this time Ferguson Waterworks is the only Neptune distributor authorized to sell RF meter reading equipment and software in the State of Michigan. Neptune Technology Group is the only manufacturer of Neptune meters. The Distributors information and product information listed as: Ferguson Waterworks 799 East Whitcomb Avenue Madison Heights, MI 48071.

The Neptune 360 Data Management Platform is designed to provide all the data our water utility needs, while helping us make sense of it. It offers a user-friendly interface that analyzes data quickly with the software customized making the data clear and easy to interpret. Daily analysis of individual usage trends and patterns will help us identify issues that could impact our utilities revenue. Neptune 360 is a cloud-based software, which means there will be no lost data due to device crashes and upgrades will be done remotely as a service. Neptune ensures data integrity with processes and tools to maintain quality from the meter to the platform.

City of Grosse Pointe staff has reviewed the firm’s qualifications and makes a recommendation to purchase an MRX 920 Mobile Data Collector and three R900 v4 Gateways for the City system and enter a three-year contract for Neptune 360 Software services. Costs will amount to:

- Year 1 Annual Fees- \$16,710
- Year 1 Equipment Cost- \$82,535
- Year 1 Total- \$99,245
- Year 2 Annual Fees- \$17,975
- Year 3 Annual Fees- \$19,240

The discounted price for year one (30%) and year two (15%) as well as the waived setup fee are contingent on a three-year contract. This offer is valid until December 31, 2020 and does include a one-year factory warranty.

Motion by Council Member Thomas, second by Council Member Parthum, to purchase an MRX 920 Mobile Data Collector and three R900 v4 Gateways for the City system and enter a three-year contract for Neptune 360 Software services at the costs noted above.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None.

MOTION CARRIES.

ALLOCATION OF FY 2020 CDBG FUNDS

City Manager Dame made the following report:

In 2019, Wayne County adopted a new allocation formula and process for distributing the federal Community Development Block Grant (CDBG) funds it receives. Starting with FY2019, the City's allocation was reduced from \$34,200 in FY2018 to \$20,000. In addition, there is a pool of funds where groups of cities may apply for a joint project in an RFP. Once all the cities in Wayne County determine how their allocations will be utilized, Wayne County will hold the required public hearings on all the projects in Wayne County. This year the City of Grosse Pointe – as well as all the other Grosse Pointes – will receive a \$20,000 allocation for use in FY 2020.

Due to an additional change in the rules for FY 2020, ADA compliant ramps are no longer an eligible activity and the funds are for public service category. The proposed use is to allocate the City's funds for the exact purpose as the other Grosse Pointes are allocating their funds this year:

2020 Proposed Projects

Senior Services (The Helm Life Center)	\$14,000
Transportation Services (PAATS)	\$ 6,000

2020 Joint RFP Application (Grosse Pointe City, Park, Farms, Woods, and Shores)

The Helm Life Center Renovation	\$400,000
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It should be noted that after FY2020, Wayne County will ask all municipalities currently participating in their program to renew a three-year commitment. The City of Grosse Pointe should evaluate whether it would be more advantageous to participate in the State of Michigan's CDBG program for small cities, given the small amount of funds the City now receives from Wayne County. The State's CDBG program's typical priorities include streetscapes and façade improvement programs for business districts.

Motion by Council Member Parthum, second by Council Member Williams, that the following resolution be adopted:

Resolution Approving PY 2020 CDBG Application

WHEREAS, Wayne County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and

WHEREAS, Wayne County has allocated \$20,000.00 to each of the 34 participating communities and requested CDBG-eligible projects for inclusion in the Action Plan, and

WHEREAS, the City of Grosse Pointe found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

<u>Activity</u>	<u>Amount</u>
Senior Services (The Helm Life Center)	\$14,000.00
Transportation Services (PAATS)	\$ 6,000.00

WHEREAS, Wayne County has requested separate proposals for CDBG-eligible projects with a minimum cost of \$100,000.00 from participating communities for inclusion in the Action Plan, and

WHEREAS, Grosse Pointe, Grosse Pointe Farms, Grosse Pointe Park, Grosse Pointe Shores and Grosse Pointe Woods found that the following project meets the objective of the CDBG Request for Proposal Program and is prioritized by the communities as a high priority need.

<u>Joint-RFP Project</u>	<u>Amount</u>
The Helm Life Center Renovation	\$400,000.00

NOW, THEREFORE, BE IT RESOLVED THAT: the City of Grosse Pointe CDBG application is hereby authorized to be submitted to Wayne County for inclusion in Wayne County’s Annual Action Plan to the U.S. Department of Housing and Urban Development, and that Peter J. Dame, City Manager, is hereby authorized to execute all documents, agreements, or contracts which result from this application to Wayne County.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
 Nays: None.

MOTION CARRIES.

RESOLUTION – AUTHORIZING TEMPORARY USES OF PUBLIC RIGHT OF WAY FOR COVID-19 BUSINESS RECOVERY

City Manager Dame made the following report:

Due to the COVID-19 pandemic, businesses have been shut down in multiple districts within the City of Grosse Pointe by the Executive Order of Michigan’s Governor Gretchen Whitmer. As businesses begin to think of how to reopen, the City intends to offer a range of possible strategies to assist them. By allowing creative use of public sidewalks and on-street spaces, the City may be able to offer more space for their business activities while maintaining new social distancing requirements. Some or all the strategies could include:

- Restaurant Carryout Pick-Up Zone in designated street parking spaces (with metal signs – not bags)
- Store Pick-Up Zone in designated on-street parking spaces (with metal signs – not bags)
- Outdoor sales permission on sidewalks
- Outdoor tape markings on sidewalks showing social distancing spacing for line-ups into stores (to avoid over capacity)
- Outdoor sales permission in designated on-street parking spaces (using “parklet” platform)
- Outdoor dining permission in designated on-street parking space (as found in Birmingham)

The proposed resolution will provide authority for a temporary way of allowing these initiatives. If they work well, a permanent authorization could be reviewed by Council later. Also, this use of the public right of way would be proposed to be extended free of charge for one year as a temporary measure. The City Manager will reach out and determine interest in these methods of restarting businesses so that a coordinated strategy could be worked out in specified locations, while avoiding conflicting uses of the right of way. The City Manager would have the authority under the resolution to work out the details of the options that commercial businesses may wish to employ. Discussion took place regarding the impacts of the proposed temporary initiative on the parking system.

Motion by Council Member Walsh, supported by Council Member Thomas, that the following resolution be adopted:

Resolution of the Grosse Pointe City Council  
Temporary automobile pick-up, sidewalk retail sales, parking area retail sales.

In the C-1, C-2 or Fisher Road Neighborhood zoning districts, the City Manager may permit the use of that portion of any sidewalk or street between the property line and the traveled portion of the street (including areas customarily used for parking) as a designated area for pick-up of goods exclusively reserved for a specific retail establishment or as a designated area for retail sales of goods, food and/or beverages.

Such uses shall be memorialized by a license approved by the City Manager and City Attorney and may be issued on a temporary basis for up to one year.

Such licenses may only be issued if the City Manager finds that the proposed temporary use will not unreasonably interfere with the public use of the sidewalk and/or street and such license shall specifically identify the area of the license and the conditions under which such area may be used.

If issued, such license shall be at no cost to the property owners other than appropriate insurance costs and indemnities for a period of one year, at which time, if such license is extended, reasonable fees may be imposed in the discretion of the City Manager.

ROLL CALL VOTE

Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak  
Nays: None

MOTION CARRIES.

PUBLIC COMMENT

Dale Scrace, 559 Lincoln supported the resolution for business recovery and commended Council for being proactive in helping City businesses get ready to reopen.

Craig Walworth asked about the procedure to contact and ask questions of Council Members.

A concerned resident asked about the dog walking policy at Neff Park.

STAFF REPORT

Public Safety Director Poloni provided a COVID-19 update on the City's response to needs. Director Poloni provided details on donations from residents. Public Service Director Randazzo provided an update of ongoing facilities construction and City Hall parking lot construction. He thanked the Public Service Department personnel for their hard work during the pandemic. Parks and Recreation Director Hardenbrook provided a review of the off-season policy regarding dogs at Neff Park, park maintenance during the pandemic and that a sandbag wall has been placed at the park seawall, along with the Tiger Dams, in an attempt to stop flood waters.

COUNCIL COMMENT

The City Council commented on the following topics:

- Appreciation was expressed to the Finance Director for her work on the budget during challenging times.
- Appreciation was expressed to all City staff for their outstanding work in keeping City services going during this difficult time.
- Community members were encouraged to continue to be patient, practice social distancing and support local businesses.

On Motion, the meeting was adjourned at 8:15 p.m.

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Julie E. Arthurs, City Clerk  
City of Grosse Pointe