

CITY OF HUNTINGTON WOODS  
REGULAR MEETING OF THE CITY COMMISSION  
MINUTES  
Tuesday, December 1, 2020  
7:30 p.m.  
Remote Meeting – Not at City Hall

Mayor Paul called the Meeting to order at 7:30 p.m.

**PRESENT:** Mayor Paul, Mayor Pro Tem Olsman, Commissioner Jenks,  
Commissioner Elder, Commissioner Rozell.

**ABSENT:** None

City Staff Present: City Manager Sullivan, City Attorney Rosati and  
Finance/Treasurer Director Rowland.

**APPROVAL OF AGENDA**

Moved by Mayor Pro Tem Olsman and seconded by Commissioner  
Elder to approve the December 1, 2020 agenda as amended moving  
agenda item #1 to the January 2021 City Commission Meeting.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

**The Motion Carried.**

**APPROVAL OF CONSENT AGENDA**

Moved by Mayor Pro Tem Olsman and seconded by Commissioner  
Rozell to approve the December 1, 2020 Consent Agenda as presented.

Ayes: Paul, Olsman, Rozell, Jenks, Elder

Nays: None

Absent: None

**The Motion Carried.**

**COMMUNICATIONS**

Mayor Paul noted there were two Communications to accept with the first being

a resignation from the Senior Advisory Committee.

Moved by Commissioner Jenks and seconded by Commissioner Elder to accept the resignation of Kay Brady from the Senior Advisory Committee with thanks for her time served.

Ayes: Paul, Olsman, Rozell, Jenks, Elder

Nays: None

Absent: None

**The Motion Carried.**

Mayor Paul noted the second Communication was a letter from the Government Finance Officers Association notifying the City that they qualified for the GFOA's Certificate of Achievement for Excellence in Financial Reporting (CAFR). He thanked the City of Huntington Woods Finance Director, Tim Rowland, for the hard work on the accomplishment.

**COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS**

**County Commissioner Zack:**

- Commissioner Zack noted this is her last report as the City's County Commissioner as she is retiring January 2021.
- Multiple events are happening at the Oakland County Parks for Park Appreciation Days. Some events may need pre-registration by calling 248-585-0100. Visit [www.oakgov.com/parks](http://www.oakgov.com/parks) for more information.
- CARES money is still available to small businesses seeking legal and financial consultation. Businesses can visit [www.oak.gov/covid](http://www.oak.gov/covid) under grants for more information.
- Flu shots are available at the County Health Departments or if over the age of 65, in home shots can be scheduled by calling 248-424-7075.
- Seniors can also visit [www.oakgov.com/covid](http://www.oakgov.com/covid) to apply for free SHIPT memberships paid with CARES grant funding.
- More information is coming about the COVID-19 vaccinations. The County purchased ten freezers along with a truck to assist in the distribution of the vaccines.
- The County will continue to conduct drive through COVID-19 testing. Call 800-848-5533 to schedule. The closest testing location to Huntington Woods is the Southfield Civic Center garage.
- The County is offering various business classes. Information can be found at [www.oakgov.com](http://www.oakgov.com).

Mayor Paul thanked Commissioner Zack for her years of service as an Oakland County Commissioner.

**PUBLIC COMMENTS**

None

**ORDINANCE NO :**

Matter of consideration to approve an Ordinance to amend the City Code of Ordinances Chapter 6, Buildings and Building Regulations, Article VIII, Historic Preservation, Division 3, Historic District Commission, To Reduce the Number of Members to Seven. (Second Reading)

Moved by Commissioner Rozell and seconded by Commissioner Jenks to approve an Ordinance to amend the City Code of Ordinances Chapter 6, Buildings and Building Regulations, Article VIII, Historic Preservation, Division 3, Historic District Commission, To Reduce the Number of Members to Seven.

Ayes: Paul, Olsman, Jenks, Rozell, Elder

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION R -167-2020:**

Matter of consideration to approve the City of Huntington Woods addendum to Commission Rules of Procedure – Temporary Open Meetings Act Procedures.

City Attorney Rosati clarified that there were recent amendments to the Open Meetings Act to deal with the continuation of virtual meetings after December 31st. These amendments will be limited to specific situations with remote meetings or remote participation if one of the commissioners is on military active duty, has a medical condition or two, or if there is a State of Emergency. These rules must be in place prior to the declaration of State of Emergency to be in compliance with the Open Meetings Act.

Moved Commissioner Jenks by and seconded by Mayor Pro Tem Olsman to approve the addendum to the Commission Rules of Procedure – Temporary Open Meetings Act Procedures.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION-168-2020:**

Matter of consideration to receive and file the Planning Commission Annual Report.

Moved by Commissioner Elder and seconded by Mayor Pro Tem Olsman to receive and file the Planning Commission Annual Report.

Ayes: Paul, Olsman, Elder, Rozell, Jenks

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION R -169-2020:**

Matter of consideration to enter into an interlocal agreement with Oakland County to approve the designated assessor for the period of January 1, 2021 through December 31, 2025.

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Olsman that the City of Huntington Woods enter into an interlocal agreement with Oakland County to approve the designated assessor for the period of January 1, 2021 through December 31, 2025.

Ayes: Paul, Olsman, Elder, Jenks, Rozell

Nays: None

Absent: None

**The Motion Carried.**

**CLOSED SESSION:**

Moved by Mayor Pro Tem Olsman and seconded by Commissioner Jenks to move into Closed Session pursuant to MCL 15.268 to discuss a letter subject to Attorney/Client Privilege.

Ayes: Paul, Olsman, Rozell, Jenks, Elder

Nays: None

Absent: None

**The Motion Carried**

**CITY MANAGER'S REPORT**

- City Offices remain closed due to the increase in COVID cases. Huntington Woods has had 125 cases since reporting started with 51 cases in the last 30 days. Staff is available by phone or email while offices are closed.
- The Winter/Spring Newsletter will be available Friday, December 11, 2020. Post cards will notify residents that it will be available online and how to receive a hard copy upon request.
- Congratulated former Mayor Gillham and his wife Shirley on the birth of their great-granddaughter Roxanne Margaret, born on November 23, 2020.

**Moved from the regular meeting into closed session at 7:54 p.m.**

**Returned from closed session to the regular meeting at 8:30 p.m.**

Moved by Commissioner Rozell and seconded by Commissioner Elder to adjourn the regular City Commission meeting.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None  
Absent: None

**The Motion Carried, meeting adjourned at 8:31 p.m.**

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Heidi Barckholtz, City Clerk

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Robert F. Paul, III, Mayor