

CITY OF HUNTINGTON WOODS  
REGULAR MEETING OF THE CITY COMMISSION  
MINUTES  
**November 21, 2023**  
7:30 p.m.  
CITY HALL

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

**PRESENT:** Mayor Paul, Mayor Pro Tem Rozell Commissioner Elder, Commissioner Olsman and Commissioner Steinhart

**ABSENT:** None

City Staff Present: City Manager Wilson, Finance Director Haan, City Clerk Barckholtz, and City Attorney Rosati

**APPROVAL OF AGENDA**

Moved by Commissioner Olsman and seconded by Commissioner Elder to approve the November 21, 2023 agenda as presented.

Ayes: Paul, Rozell, Steinhart, Elder, Olsman

Nays: None

Absent: None

**The Motion Carried.**

**APPROVAL OF CONSENT AGENDA**

Moved by Commissioner Olsman and seconded by Commissioner Steinhart to approve the November 21, 2023 Consent Agenda as presented.

Ayes: Paul, Rozell, Steinhart, Olsman, Elder

Nays: None

Absent: None

**The Motion Carried.**

**COMMUNICATIONS**

None

## **PROCLAMATIONS**

**Mayor Paul read into record a proclamation honoring Commissioner Jenks for his years of service to the Huntington Woods City Commission.**

### **PROCLAMATION BY THE CITY OF HUNTINGTON WOODS IN HONOR OF COMMISSIONER JEFF JENKS**

**WHEREAS**, Jeff Jenks was first elected to the Huntington Woods City Commission in 1999. He was thereafter reelected in five consecutive elections culminating in 24 years of service on the Huntington Woods City Commission;

**WHEREAS**, Jeff Jenks served in multiple organizations supporting local governments in Southeast Michigan including SEMCOG (Southeast Michigan Council of Governments) for which he served as Chair from 2015 to 2016;

**WHEREAS**, Jeff Jenks was an active participant in MML (Michigan Municipal League) for over 20 years and also served as its President in 2009. He has been awarded an Honorary Life Membership in MML;

**WHEREAS**, Jeff Jenks has devoted his career to public service including serving as the Research Director for the Michigan Department of Civil Rights;

**WHEREAS**, Jeff Jenks has demonstrated an unwavering commitment to the residents of the City of Huntington Woods and our City Commission. He was a strong supporter of the rights of seniors and he helped codify the Huntington Woods Human Rights Ordinance which prohibits discrimination against the LGBTQ community in 2001;

**THEREFORE, BE IT PROCLAIMED**, the City of Huntington Woods and its Mayor express their profound appreciation and gratitude to Commissioner Jeff Jenks for his long and distinguished service to the City of Huntington Woods and the City Commission.

**IN WITNESS, WHEREOF**, I hereunto set my hand this 21<sup>st</sup> day of November, 2023 and caused the seal of the City of Huntington Woods to be herein affixed.

## **COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS**

### **Charlie Cavel – Oakland County Commissioner**

- Oakland County held nine days of Early Voting for the November 7 2023 Election. He thanked the Oakland County Election Division for their hard work in administering the pilot program.
- Noted the projects that the County has been working on over the past eighteen months which includes after school programs, adding mental health counselors per school district, creating a childcare scholarship program, aging in place programs, and updates to County parks.

- He noted items the County is currently working on that include a gun buyback program, a home weatherization program, a medical debt relief program for eighty thousand families in Oakland County, and a water/sewer hardship fund.

### **PUBLIC PARTICIPATION**

- Ronald Stawiasz – 26332 York Ave.  
Spoke on his continued concern with the rat infestation in the area of his home.
- Max Levine - 2079 Concord  
Spoke on his concern with the flood lights located in the commercial building near his home that are continuously shining onto his property and into his home.
- Robin Gold - 26320 York  
Spoke on her concern with the rat infestation in the area of her home as well as the lighting issue from the commercial building in the area.

### **PUBLIC HEARING**

2024 CDBG Grant Allocation and Reprogramming of 2020, 2021, and 2022 Funds.

Mayor Paul opened the Public Hearing at 8:13 p.m.

#### **Public Comments:**

None

Mayor Paul closed the Public Hearing at 8:15 p.m.

### **RESOLUTION-40-2023**

Matter of authorizing the 2024 CDBG Allocation

Manager Wilson noted the City is eligible to receive \$8,441.00 CDBG funds for Program Year 2024. City administration is recommending allocating \$2,532 to wages for transportation drivers and \$5,909 to the removal of architectural barriers relative to the installation of ADA compliant pedestrian crossing(s) on 11 Mile Rd.

#### **City of Huntington Woods City Commission Resolution**

**WHEREAS**, Oakland County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

**WHEREAS**, Oakland County has requested CDBG eligible projects from participating communities for inclusion in the Action Plan, and

**WHEREAS**, the City of Huntington Woods has duly advertised and conducted a public hearing as follows:

Mayor Paul opened the Public Hearing at 8:13 p.m.

There were no comments.

Mayor Paul closed the Public Hearing at 8:15 p.m.

on November 21, 2023 for the purpose of receiving public comments regarding the proposed use of PY 2024 CDBG in the approximate amount of \$8,441, and

**WHEREAS**, the City of Huntington Woods found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need:

<u>Account number</u>	<u>Project name</u>	<u>Amount</u>
172160-732011	Transportation – Driver Wages	\$2,532
172170-731619	Remove Architectural Barriers	\$5,909

**THEREFORE BE IT RESOLVED**, that the City of Huntington Woods CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County’s Annual Action Plan to the U.S. Department of HUD, and that the Mayor is hereby authorized to execute all documents, agreements or contracts which result from this application to Oakland County.

Moved by Commissioner Olsman, seconded by Mayor Pro Tem Rozell

Ayes: Paul, Rozell, Steinhart, Elder, Olsman

Absent: None

Nays: None

**The Motion Carried.**

**RESOLUTION-41-2023**

Matter of authorizing the reprogramming of 2020, 2021, and 2022 CDBG funds.

Manager Wilson presented the current status of the Community Development Block Grant (CDBG) funds available to the City from previous Fiscal Years that have not been spent.

- 2020- \$6, 299
- 2021 - \$6,359
- 2022 - \$5,942

The total \$18,530 is available to the City but after discussion with Oakland County, it was recommended that the funds be allocated back to the County’s Minor Home Repair Program for use by Huntington Woods residents. This program is designed to provide financial assistance with home repairs and improvements for Senior Citizens who are income eligible. Oakland County Home Improvement has received some interest in this program from City residents. Reallocation of multiple years of this funding through the larger County program will provide an opportunity for use on a larger project.

**Commissioner Comments**

**Steinhart:**

Sought and received clarification on whether the reprogrammed funds would be allocated for Huntington Woods residents only. It was requested of Manager Wilson that feedback be provided to the Commission on how many residents utilized the funds.

**City of Huntington Woods  
City Commission Resolution**

**WHEREAS**, the City of Huntington Woods Mayor Robert F. Paul, has duly advertised and conducted a public hearing on November 21, 2023 for receiving public comments regarding the proposed reprogramming of CDBG monies in PY 2020, PY 2021, and PY 2022 under the Community Development Block Grant funds (CDBG) in the amount of \$18,530.00 and

**WHEREAS**, the City of Huntington Woods found that the following projects meet the Federal objectives of the CDBG program and are prioritized by the community as high priority need.

**Existing (FROM) – PY 2020**

Activity Number	731619
Activity Description	Remove Architectural Barriers
Amount	\$6229.00

**Proposed (TO) –**

Activity Number	730898
Activity Description	Rehabilitation; Single Unit Residential
Amount	\$6229.00

**Existing (FROM) – PY 2021**

Activity Number	731619
Activity Description	Remove Architectural Barriers
Amount	\$6359.00

**Proposed (TO) –**

Activity Number	730898
Activity Description	Rehabilitation; Single Unit Residential
Amount	\$6359.00

**Existing (FROM) – PY 2022**

Activity Number	731619
Activity Description	Remove Architectural Barriers
Amount	\$5942.00

**Proposed (TO) –**

Activity Number	730898
Activity Description	Rehabilitation; Single Unit Residential
Amount	5942.00

**THEREFORE, BE IT RESOLVED**, that the City of Huntington Woods approved reprogramming of CDBG Funds from PY 2020 in the amount of \$6,229, PY 2021 in the amount of \$6,359 and PY 2022 in the amount of \$5,942 from Activity Number 731619, Removal of Architectural Barriers to Activity 730898, Rehabilitation; Single Unit Residential and that these funds be administered through the Oakland County Minor Home Repair program.

Moved by Commissioner Olsman, seconded by Mayor Pro Tem Rozell

Ayes: Paul, Rozell, Steinhart, Elder, Olsman

Absent: None

Nays: None

**The Motion Carried.**

**RESOLUTION R-42-2023**

Matter of consideration to approve and authorize the City Manager to execute the proposal from DA Central for City Hall and Election Cameras in the amount not to exceed \$8174.46.

Manager Wilson presented the proposal noting the existing security camera system at City Hall is in excess of ten (10) years old. It has worked well over that period of time, but the technology is old and failing more than what is acceptable along with repairs becoming more difficult. Additionally changes in election laws now require 24/7 video monitoring of all election drop boxes. The City has been able to meet the requirement with the existing camera system. However, with the frequent failure City Administration does not feel it is wise to go into the 2024 election cycle with three elections and the current camera system. The current proposal would update and modernize the existing City Hall surveillance system and also provide video surveillance of all our election drop boxes. There would be a series of three cameras with one monitoring the east entrance, one in the lobby that will monitor both interior entrances and the internal drop box and one monitoring the external drop box on the west side of City Hall. All cameras can be monitored in real time and all recordings will be backed up to a server.

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Olsman to approve and authorize the City Manager to execute the proposal from DA Central for City Hall and Election Cameras in the amount not to exceed \$8,174.46.

**Commissioner Comments**

**Elder:**

Thanked administration for including the DEI questions in the proposals and seeing that this is now consistent information, should the City review the information and tweak what DEI information is being asked to improve capturing more diverse talent.

Ayes: Paul, Rozell, Steinhart, Elder, Olsman

Absent: None

Nays: None

**The Motion Carried.**

**RESOLUTION R-43-2023**

Matter of consideration to approve the Local Governing Body Resolution for Charitable Gaming Licenses for the Berkley High School Choir.

Moved by Commissioner Elder and seconded by Commssioner Steinhart to approve the Local Governing Body Resolution for the Charitable Gaming Licensed for the Berkley High School Choir.

Ayes: Paul, Rozell, Steinhart, Elder, Olsman  
Absent: None  
Nays: None

**The Motion Carried.**

**2024 CITY COMMISSION MEETING DATES**

Mayor Paul noted the Budget Workshop has been moved to April 30, 2024.

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Elder to approve the 2024 City Commission Meeting Dates as amended.

Ayes: Paul, Rozell, Steinhart, Olsman, Elder  
Absent: None  
Nays: None

**The Motion Carried.**

**CLOSED SESSION**

Consideration of a Closed Session to discuss pending litigation, *Margolis v. City of Huntington Woods*, Oakland County Circuit Court case no. CA: 22-196799-NO, in accordance with the Open Meetings Act, MCL 15.268(e), as an open meeting would have a detrimental effect on the position of the City.

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Olsman to move into Closed Session to discuss pending litigation, *Margolis v. City of Huntington Woods*, Oakland County Circuit Court case no. CA: 22-196799-NO, in accordance with the Open Meetings Act, MCL 15.268(e), as an open meeting would have a detrimental effect on the position of the City.

Ayes: Paul, Rozell, Elder, Steinhart, Olsman  
Absent: None  
Nays: None

**The Motion Carried.**

**CITY MANAGER’S REPORT**

- The DPW is working hard to pick up the remaining leaves. It was a late season for leaves falling so the cleanup will continue through the first week of December.
- The audit report will be presented at the December City Commission meeting.

- City Hall had new cubicles installed last week providing better workspace for employees. He thanked Finance Director Haan on his hard work as project manager as well as City staff for their hard work getting the job completed.
- There will be a roll off dumpster in the City Hall parking lot over the holiday season for residents to easily recycle cardboard.
- The November 7, 2023 election went well. Thanked City staff and Oakland County for their hard work.
- Thanked Commissioner Jenks for his time served on the City Commission.
- There will be a tree lighting near the Recreation Center utilizing clear lights.
- There will be Boards and Commission interviews held prior to the next meeting. He will work with the Commission to find a suitable date for everyone.
- City Administration will work on a charter amendment for the November 2024 ballot to move the Organizational Meeting to a later date to address the election certification being pushed out after the passing of Proposal 22-2.

### **COMMISSIONER COMMENTS**

**Rozell:**

None

**Olsman:**

Welcomed Jessica Steinhart to the Commission.

**Elder:**

Welcomed Jessica Steinhart to the Commission

**Steinhart:**

None

**Paul:**

None

**Moved from regular meeting into closed session at 8:37 p.m.**

**Returned from closed session to the regular meeting at 8:42 p.m.**

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Olsman to accept the advice of the City Attorney in the case of Margolis v. City of Huntington Woods and Evan Shartsis's Mediation Summary.

Ayes: Paul, Rozell, Elder, Steinhart, Olsman

Absent: None

Nays: None



**The Motion Carried**

**ADJOURNMENT:**

Moved by Commissioner Olsman and seconded by Mayor Pro Tem Rozell, to adjourn the regular City Commission meeting.

Ayes: Paul, Rozell, Steinhart, Elder, Olsman

Nays: None

Absent: None

**The Motion Carried, meeting adjourned at 8:43 p.m.**

*Heidi Barckholtz*

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Heidi Barckholtz, City Clerk