



City Council Regular Meeting

Monday, April 17, 2023 – 7:30 PM

27400 Southfield Road, Lathrup Village, Michigan 48076

Draft Meeting Minutes

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

2. **Roll Call**

Present: Mayor Garrett, Mayor Pro Tem Kantor Councilmember Jennings, Councilmember Kenez,

Also Present: City Administrator Susan Montenegro, City Treasurer Pamela Bratschi, CED Susan Stec, City Attorney Scott Baker, City Clerk Kelda London

Mayor Pro Tem Kantor moved to excuse Councilmember Miller. Motion seconded by Councilmember Kenez.

Yes: Jennings, Kantor, Kenez, Garrett

No: None

Motion carried.

3. **Pledge of Allegiance**

4. **Approval of Agenda**

Mayor Pro Tem Kantor moved to approve the agenda and add Item 5. Presentations item A a presentation from the elected officials and add to Item 10 Discussion item D the continuation of the service line material identification discussion from the Study Session. Motion seconded by Councilmember Kenez.

Yes: Kantor, Kenez, Garrett, Jennings

No: None

Motion carried.

5. **Presentations**

A. Elected Officials

State Representative Jason Hoskins was in attendance to introduce himself as the newly elected state representative for the newly formed 18th district.

State Senator Jeremy Moss provided council with a brief overview of what the Michigan Senate is currently working on.

B. Infrastructure Study Group Recognition

Mayor Pro Tem Kantor thanked Infrastructure Study Group and presented each member with a personalized gift. Recognizing the accomplishments of in the last three (3) years, 8.25 miles of repaired/replaced roads, 15,000 feet of replaced water main, 120 fire hydrants replaced, 162 repaired gate valves, 315 replaced stop boxes, 32,000 feet of cleaned and inspected sewer pipe, 11,000 feet of new sanitary sewer pipe, 7 new manholes, 21 lead line replacements, 112,000 square feet of sidewalk replacement, updates to sanitary retention tank, and new water billing technology.

6. **Zoning Board of Appeals**

Mayor Pro Tem Kantor moved to adjourn City Council and reconvene as Zoning Board of Appeals. Motion seconded by Councilmember Jennings.

Mayor Garrett adjourned the Zoning Board of Appeals meeting and reconvene as City Council

Roll Call Present Mayor Garrett, Mayor Pro Tem Kantor, Councilmember Jennings, Council member Kenez.

7. **Public Comments**

None

8. **Consent Agenda**

All items listed under "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.

A. **Approval of Minutes**

Council Study Session 03-20-23

Regular Council Meeting 03-20-23

Special Council Meeting 04-03-23

B. **March 2023 LV Police Department Reports**

C. **March 2023 CED Department Report**

D. **March 2023 Disbursement Report**

E. Quarterly Investment Report for 3/31/2023

F. April 2023 - CED Report

Mayor Pro Tem Kantor moved to approve the consent agenda. Motion seconded by Councilmember Jennings.

Yes: Kenez, Garrett, Jennings, Kantor

No: None

Motion carried.

9. Action Items

A. Final Delinquent Special Assessment Tax Roll for 2023

The amounts owed for each special assessment; 2022 Water/Sewer \$222,282.92, 2021 Sidewalk program \$ 51,360.63, 2022 Sidewalk program \$ 83,469.41, 2021 Ditch/Culvert \$ 7,642.58, 2022 Ditch/Culvert \$ 28,052.84, 2022 Nuisance Cuts \$5,148.00, 2022 Cambridge \$5,705.85, Total Outstanding \$403,662.20.

Mayor Pro Tem Kantor moved to adopt the final delinquent special assessment for 2023 and place it on the 2023 tax roll. Motion seconded by Councilmember Jennings.

Yes: Garrett, Jennings, Kantor, Kenez

No: None

Motion carried.

10. Discussion Items

A. Mitigation Strategy for Non-Material Weaknesses in Audit

Administrator Montenegro explained the list of nonmaterial weaknesses in the audit, which means they are not horrendous errors but housekeeping items. She further listed each weakness and its corrective action.

B. Giffels Webster Engineering Fees

Questions have been raised about the amount of money paid to the Engineering firm Giffels Webster. Administrator Montenegro created a spreadsheet that matches the work being done and the amounts paid for that work.

C. Text Communication Options

Ally Cantrell from Apptegy, a mobile application company presented to council a general overview of how the Apptegy application could help staff communicate better with residents.

11. City Administrator Report

Administrator Montenegro provided council with a written report and highlighted some upcoming meeting dates, and also updated council on the utility billing position to be filled.

12. City Attorney Report

No report

13. Reports of Boards, Commissions, and Committees

A. Infrastructure Study Group Report

Nothing to report

B. Parks and Recreation Commission

Councilmember Kenez announced the game night Friday, April 21, 2023, which will include a hot dog bar. \$10 admission per person.

C. Planning Commission

Nothing to report.

D. SEMCOG Report

Nothing to report.

E. Southfield Public School Board

14. Unfinished / New Business

None

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

None

16. Mayor and Council Comments

None

17. **Adjourn**

Councilmember Jennings moved adjourn the meeting. Motion seconded by Councilmember Kenez. The meeting adjourned at 10:04 p.m.