

**CITY OF WIXOM  
49045 PONTIAC TRAIL  
REGULAR CITY COUNCIL MEETING MINUTES  
WEDNESDAY, NOVEMBER 9, 2016**

Mayor Hinkley called the meeting to order at 7:00 p.m. at which time the Pledge of Allegiance was recited.

**Present:**

**Mayor:** K. Hinkley  
**Deputy Mayor:** R. Ziegler  
**Councilmembers:** P. Beagle  
K. Gottschall  
N. Kennedy  
T. Rzeznik  
R. Smiley

**AGENDA CHANGES:** (None)

**PRESENTATION:**

**1.) BPI Quarterly Report**

James Blackburn, BPI Account Manager, presented the City Council with a report since they have taken over IT services for the City in July. He thanked the Council for trusting the City's information system with their company and staff. He said BPI reviewed the original Request for Proposal (RFP) and narrowed it down to three very distinct areas. Their goal was to maintain the information system within the planned budget, reduce downtime of the system and improve ease of use. He explained how they brought in an experienced staff which included system engineers, desktop technicians, a project manager, account manager and a system programmer. He said they had counted everything from computers to support contracts and entered that into an enterprise system. They also met with every Department Head to obtain their goals and entered that information into the enterprise system. They found a couple things that needed immediate assistance to prevent failure. For example, the backup tape system was antiquated and slow so they supplemented that with a secondary backup system. In addition, they found the firewall and email server were no longer supported by the manufacturer. They resolved an issue with the document scanning system as it was not scanning or storing the images properly. They moved the fax service over to a copy machine. They instituted an enterprise-wide antivirus system and replaced each firewall with a commercial grade system that they were able to monitor. He noted they did all of that work within the planned budget. He explained how they saved the City money when they reduced the cost of internet while increasing the speed and reduced some of the AT&T phone lines because they were not being used. They found a company within the State of Michigan that they could use for support for the document imaging software and it was at a lower cost. He explained how they planned on moving the existing email off the platform as it was no longer being supported by the manufacturer to a cloud service which would result in a lower cost of ownership while providing a higher level of service. They will also consolidate the number of file servers as some are older systems only in place for historical purposes. That means they would be available to gather data in a non-functioning application that was no longer being used but needed to be referenced.

They planned on doing an inventory of the data sets and moving those onto a newer file server. The biggest project they had for the Winter of 2017 was to replace the phone system and supporting ethernet infrastructure throughout the City. That was a budgeted project and they would work closely with the Police Department. As the budget process went through the normal cycle, the Technology Department would participate in helping forecast any needs or changes. He explained that he hoped the City would look at the IT services as a Capital Improvement area instead of a twelve month budgeted item. He said that it was very simple to project the life cycle of the equipment that made up the information systems and they could project a life cycle of the equipment out 3-5 years.

Councilmember Beagle thanked Mr. Blackburn for the update. He asked if there was an estimate on how much money was saved by eliminating the phone lines and reducing the internet costs. Mr. Blackburn said there were four phone lines that were no longer being used at \$80 a month each and the internet was reduced to \$50 a month from \$125.

Councilmember Gottschall thanked him for the report as he enjoyed reading the report in the packet and felt it was much more detailed than they received in the past. He asked if the City could continue to use the Microsoft Outlook Exchange for email once they moved the City email onto the cloud email server. Mr. Blackburn said the email would be cloud-based and if we were used to using a web-browser to access the email, we could still do that but it would be a much more modern interface.

Councilmember Rzeznik wondered if the new email would run through Microsoft Office 365. Mr. Blackburn confirmed that it would. Councilmember Rzeznik asked how many servers would there be once they consolidated the file systems. Mr. Blackburn said they hoped to get to two core file servers or what they called host servers and one central storage area system. Councilmember Rzeznik said the Capital Budget process should be thought about when you plan for three to ten years ahead. He noted that a cloud-based service for the file server should be considered because other municipalities and the federal government were now allowing that. In addition, he believed it dealt a lot better with the privacy and security concerns. Mr. Blackburn agreed and noted that it needed to be a joint effort with the Clerk's Department to flag a record retention policy for archiving and retrieval. Councilmember Rzeznik asked if BPI put together a business continuity plan. Mr. Blackburn said they had not but explained the business continuity plan would grow out of a disaster recovery process so they would look at saving the data first. If they went with the host server like he described and there was a failure anywhere in that system, they would recover from that very quickly. Councilmember Rzeznik wondered if the more modern backup system was located offsite. Mr. Blackburn said that it was located across the pond in the Community Center.

#### **MINUTES:**

**CM-11-195-16:** Moved and seconded by Councilmembers Smiley and Rzeznik to approve the Joint City Council, DDA, Planning Commission and ZBA meeting minutes of October 17, 2016

**Vote:**

**Motion Carried**

**CM-11-196-16:** Moved and seconded by Councilmembers Rzeznik and Kennedy to approve the Regular City Council meeting minutes of October 25, 2016.

**Vote:**

**Motion Carried**

**CORRESPONDENCE:**

- 1.) **Notice of Hearing before the Michigan Public Service Commission for Customers of DTE Electric Company – Case No. U-18143**
- 2.) **Note of Thanks from the Olson Family**

**CALL TO THE PUBLIC:**

There were no comments at this time.

**CITY MANAGER REPORTS:**

**1.) Fire Monthly Report - September 2016**

There were no comments regarding this report.

**2.) Police Monthly Report - September 2016**

There were no comments regarding this report.

**CONSENT AGENDA:**

**CM-11-197-16:** Moved and seconded made by Deputy Mayor Ziegler and Councilmember Beagle to approve the Consent Agenda as presented which included:

- 1.) Approval to receive and file:
  - a.) Planning Commission Minutes of August 22, 2016
  - b.) Planning Commission Minutes of October 3, 2016
  - c.) Wixom Library Board Minutes of September 26, 2016
  - d.) Downtown Development Authority Minutes of September 27, 2016

**Vote:**

**Motion Carried**

**UNFINISHED BUSINESS:** (None)

**NEW BUSINESS:**

**1.) Consideration of the Mayoral Appointment of Caleb Sheng to the Downtown Development Authority Minutes of September 27, 2016**

**CM-11-198-16:** Moved and seconded by Councilmembers Beagle and Kennedy to confirm the Mayor's appointment of Caleb Sheng to the Downtown Development Authority to fill the remainder of Jon Gray's term which is set to expire June 30, 2018.

Ms. Barker explained that Mr. Sheng was an attorney that lived in the City for several years. He will soon be married. She explained how he attended DDA meetings on and off.

Mayor Hinkley said that he met him several times and thought he was a nice young man.

Councilmember Rzeznik said that he met Mr. Sheng and his fiancé several times at various events and found them both to be very nice.

**Vote:**

**Motion Carried**

**CALL TO THE PUBLIC:**

There were no comments at this time.

**CITY MANAGER COMMENTS:**

In the absence of Mr. Goodlein, Ms. Stamper said that on behalf of the City Staff, she would like to extend a thank you to the residents for their support of the millage renewal and placing their confidence in the City Staff and City Council as the stewards of their tax dollars. They take the residents' confidence in us seriously and would continue to work diligently through the budget process and planning for the future. They were encouraged that the voters saw the necessity of this millage as the City continued to recover from the decreased property taxable values in our community due to the economic downturn, loss of the Ford plant, personal property tax reform, decreased state revenue sharing, and the increased cost of providing services. They were seeing encouraging development throughout the City and were hopeful that the trend would continue. This millage renewal will not only enable the City to maintain the current level of services to the residents but also offer the opportunity to further evaluate and address needed Capital Improvements throughout the City. They would look forward to a bright future in the City of Wixom and sincerely appreciated the support.

**COUNCIL COMMENTS:**

**Councilmember Gottschall** stated that with the passage of the millage he made a promise to the residents of Wixom to begin the process of reducing that millage amount and ensure a more secure financial future for the City. He hoped his fellow Councilmembers shared that sentiment. He said he visited all the homeowners' association meetings over the last few months and listened to the millage presentations by the Mayor, Deputy Mayor, and staff stress the "up to" portion of the ballot question and a variety of millage amounts were mentioned during those speeches to residents. He sincerely hoped that this Council intended to follow through on those discussions and that was not just said as a sales job for the millage.

He said that everyone on this Council recognized the need for revenue; there was no question about that, but moving forward he hoped they could work as a cohesive and understanding team to make improvements to the City while reducing the burden on the residents. He had been thinking about where the new millage revenue should go. He had listened to the presentations regarding using the Budget Stabilization Fund for new projects. He felt the Budget Stabilization Fund was not, and should not, become a spending fund. They had the Capital Improvements Fund, as well as the appropriate roads and safety path funds, for the projects that have been mentioned before. He explained how he wanted the staff to consider that from now on when there was an overage at year-end as he hoped

they would not sweep all of money into Budget Stabilization. Instead, he hoped they would move a good portion of those overages to pre-fund our next year's Capital Improvement line item, which was an item they collect taxes to fund annually. He believed that would help to allow Council to reduce the millage amount by the associated millage rate since they would then be pre-funding a budget line item for the next year, and so they would have to tax and collect less the following year for Capital Improvements.

In line with the millage discussion and vote, Councilmember Gottschall said that he asked the City Manager for a review and report on the staffing of the Building Department, and shared that at the latest, they should have had that report in October. He noted that this was the ending of the first meeting of November and they still did not have that report. He felt that without any changes to the structure of the Building Department, they were likely costing themselves a lot of revenue, and he was tired of the delay. He explained how they already watched a full construction season bypass the City without the issue being reviewed or addressed, and he did not think they could wait much longer. He stated that Wixom needed revenue, and a change in the structure of just that one Department could make a very significant impact towards increasing revenue. While he was aware the City Manager was out of the office, and he wished him a full recovery, he would like that report to be presented to this Council before the end of the month so they could begin any discussions that might help Wixom become more financially secure.

He stated that Councilmembers received an email from staff notifying them that due to a lack of business on tonight's agenda, the Council meeting tonight would not be filmed by the Walled Lake Schools. He felt this was an error and an issue moving forward for this Council. The item and policy adopted by this Council was they would film the meetings without any stipulation as to the number of business or agenda items. When staff chose not to film Council meetings for any reason, they are failed to uphold the intent of the item that Council adopted. A lack of business was not a reason to deny video access to the residents so they could watch what had occurred during this meeting. No one had the ability to anticipate if any member of Council or staff was planning to add a new agenda item for discussion. Similarly, no one could have predicted the outcome of the millage vote last night, and the discussions that may have occurred as a result of the passage or rejection of the ballot question. He believed these were the important discussions that needed to be heard by our residents. No one can state that having just a single New Business item was not important enough to record the meeting for the residents because every item before this Council was a serious matter, and that was why it was in front of Council for consideration. He explained that City Council adopted a policy of using the Walled Lake students and WLTV to record their Council meetings. The City Council did not give anyone else the authority to determine which meetings should be recorded and which should not be recorded. He felt that all meetings of this Council should be recorded and made accessible to our residents. He questioned the seriousness with which this policy was being administered given the lack of recording tonight, and the fact that this policy was adopted months ago. Since that time, only one single meeting was recorded and made available to our residents. He believed that tonight's lack of recording was wholly unacceptable and was a grave disservice to this City and its residents. He

fully expected all future meetings of this Council to be recorded and made available to the residents.

**Councilmember Smiley** offered his condolences to Mr. and Mrs. Opalko and their family in the passing of their mother/mother-in-law, Joyce. He sent get well wishes to Mr. Goodlein. He welcomed Mr. Sheng to the DDA. He offered his congratulations to the candidates that won the election and condolences to those that lost. He gave kudos to the residents of Wixom that turned out at the polls to cast their vote. He offered his congratulations to those individuals that were in support of the millage renewal and those that were against the millage renewal, he hoped they would take comfort in knowing that the amount can be less than 3.5 mills each year.

**Councilmember Beagle** offered his condolences to Nate and Crystal Opalko on the loss of their mother and mother-in-law. He hoped the City Manager had a speedy recovery. He offered his congratulations to the City Clerk for running a successful election and especially without the Deputy Clerk because of the death in her family. He thought it was very nice to see the rest of the employees stepping up to fill in on Election Day where they could. He was happy the millage passed and was pleased to see that the Wixom residents did not fall for the typical lies and misinformation that was put out on the illegal brochures. He felt the residents had faith in this Council. He felt the only way this City and Council could move forward was if they worked as a team of seven. All personal agendas and egos needed to be put aside so they could move forward and listen to the residents as the passing of the millage meant they had faith in this Council and City staff.

**Councilmember Rzeznik** stated that whichever side of the aisle you were on this past election, you must work toward unity and compromise in this country to heal the great divide. He felt we all needed to have respect for the Office of President of the United States of America and thank God for having had the opportunity to make a choice by exercising the privilege to vote. He offered his condolences to Nate, Crystal and the Opalko family on their loss and would keep them in his thoughts and prayers. He wished City Manager Goodlein a speedy recovery. He thanked Cathy Buck, her staff, and all the precinct workers for doing great job during this busy election season. He also thanked the voters of the great City of Wixom for overwhelmingly approving the millage continuance of up to 3.5 mills by a 68% to 32% vote. He believed that vote sent a strong message that the Wixom residents wanted the level of services they are currently receiving and are in favor of growing rather than just getting by. He explained that he received a flyer in his newspaper box this past weekend that was titled "*Does Wixom really need a millage renewal?*" and signed by Jane Kleban, a Wixom resident. He commented that when materials like this were handed out spouting numbers and generalities without the data, it could cause more harm than good. The author stated that she had "*done some exhaustive homework*" in putting the information together. He advised Ms. Kleban to have some tutoring before she turned in her work as there were ample opportunities during recent Council meetings and Town Hall meetings to talk with Mrs. Stamper and the finance team about these issues. The letter stated that "*more than 2 ½ million is being spent on one-of-a-kind items*". These were for items listed such as the Ladder Truck, DPW equipment, Police Vehicles, etc. The fact was that City Administration and Department Heads put together a

10-year Capital Improvement Plan to budget these expenditures and spread the cost out over multiple years. He felt they should thank God that they had working equipment and trained personnel to operate them. He felt it was wrong to imply as the letter does that *"infrastructure improvements and working equipment are extra and sometimes non-essential improvements"*. He thought that statement should be told to the communities that did not plow their secondary and residential streets during snow events or the Detroit Fire Station Captain that brought 2x4's from his garage to mount the driver's seat of his fire truck to keep his crew and rig on the road. He explained the flyer stated that *"Most cities have only a 15% - 20% contingency fund."* He noted that in order to keep favorable credit and bond rating, Cities had to maintain at least a 15% Fund Balance at the end of each Fiscal Year. He explained that it was not a contingency fund as it was implied as that was a separate issue from the Stabilization Fund. He urged the author of that letter, Ms. Jane Kleban, and all residents to attend the December meeting when Plante Moran would explain the City's financial audit as it may help them to gain a better understanding of the importance of a Fund Balance and its effect on bond and credit worthiness. They may also gain insight as to why funding future liabilities was important and by not funding them, the City could get into deep financial crisis. He noted that a statement in the letter that was misleading as it read *"There was also \$7.2million in the Retiree Insurance Fund."* He explained that this fund was protected by State Statute and could not be used for other spending purposes. If one did their extensive homework, they would find that this only represented 53% of this future liability for the City. He said that an actuarial study was done regularly and the historical trends had been that people were living longer so the liability remained with the City for a while. He felt that they should all be grateful that the City worked hard and switched to Defined Contribution plans in the early 2000's for new employees helping to stem this liability. He noted that there was data included in the letter on road repairs and grants offsetting some of our road improvement costs. He urged all residents to educate themselves on how the roads were funded at the Federal, State and Local levels before throwing out numbers implying that they had enough money to repair they City's infrastructure. One fact that he hoped everyone would understand was that it did cost one million dollars per lane-mile to replace a PASER level one or two road (a road which needs complete replacement) and without matching funds, it would be very difficult to get those improvements. He believed that the DPW and finance teams also worked hard to prioritize projects and used the Major and Local road funds wisely. He thanked God that the City of Wixom had the staff and support from the engineering team to go after the grants when they were available. He explained how they could have squeaked by another couple of years by gobbling up the Budget Stabilization Fund and reduce the existing funding level but as a proud resident of the City, he wanted to live and work in a place that thrived and did not just get by. He thanked the residents for their support and confidence as they moved forward. He gave the author of the letter he received an "A" for looking up the numbers but an "F" for not showing the work. He thanked the Mayor for the time and said God Bless America and the City of Wixom.

**Councilmember Kennedy** said that he hoped Clarence Goodlein had a speedy recovery and gave his sympathy to the Opalko family. He congratulated Mrs. Buck on a great election process. He thanked Mr. Blackburn for the nice report and thanked all the voters for coming out.

**Deputy Mayor Ziegler** offered his sympathies to the Opalko family for their loss. He wished Clarence a speedy recovery. He thought the Clerk's office did a great job on the General Election. He thanked Mrs. Buck and her staff. He remembered a discussion he had with Mrs. Buck about the fact the population was getting larger and growing. He witnessed that during the General Election as people came to vote and tried to find a parking spot. Mrs. Buck mentioned to him that they would need to add an additional Precinct soon. He thought it would be nice if they could have the additional Precinct on the City Campus but was unsure how that would work. He thanked the voters of Wixom as he was pleased with the millage renewal. He agreed with Councilman Beagle on the opinion that the citizens were pleased with the way the City Council and Staff handled the funds and that they had the desire to continue the level of service the City provided. He was dedicated to providing those services and certainly willing to work at it so the voters were not paying more than they believed they had to. He was happy the voters made their message clear because it told him they were doing something right. He appreciated their support. He thanked the people that helped out at the polls holding signs on Election Day; the few citizens, Mayor Hinkley, Councilmembers Beagle and Rzeznik.

**Mayor Hinkley** said on behalf of him and his family he offered his condolences to Crystal and Nate Opalko on the loss they suffered in their family. He understood what Clarence was going through as he had surgery one week ago and was still not 100%. He congratulated Hosco Fittings on their recent award from Automation Alley. He offered best of luck to the Buttercream Bakeshop in their quest at the winter holiday baking event called "Whisked" and noted that it was sponsored by the Detroit Free Press and the Metro-Detroit Chevrolet Dealers. He stated that he had a problem with a brochure that was passed out last weekend opposing the millage renewal and threatening, if not fear-mongering, the residents into voting "No". He was not sure who it was that made the brochure because there was no name on it like you are supposed to do. The millage renewal vote showed the support from residents of all ages and was proof the residents were committed to the community and willing to invest in the City of Wixom. You noticed the commitment when you saw the turnout of the Election. He did not believe the large turnout was just because it was a Presidential Election but felt that many folks across Wixom agreed with the millage renewal and wanted to see it pass. He believed just as Councilmember Rzeznik said that you would rather see the Community thrive rather than just get by. He thought that it only made sense that the City would have a savings account as just like everybody else does, you saved for the bad times. He commended Mrs. Stamper and the staff for maintaining that fund and finding ways to continue make cuts and generate more revenue. He said it was time for Council to come together and stuff like this flyer needed to stop as it was very grotesque. He hoped the residents knew that they were encouraged to bring any ideas before Council, especially during the Budget Study Sessions. He believed ideas and thoughts were best looked at when there was time that way they could do the right thing for the community and not just for themselves.

**ADJOURNMENT:**

The meeting was adjourned at 7:50 p.m.

Catherine Buck  
City Clerk

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| Approved<br>11-22-2016 |
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