

cityofnovi.org

# CITY of NOVI CITY COUNCIL

## Agenda Item 4 December 21, 2015

**SUBJECT:** Appointments to Boards and Commissions

**SUBMITTING DEPARTMENT:** City Clerk

**CITY MANAGER APPROVAL:**

*[Handwritten signatures]*

**BACKGROUND INFORMATION:**

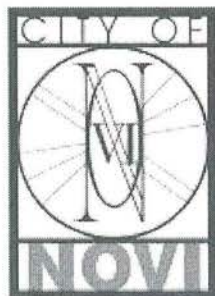
The Commission Interview Committee met on December 7, 2015 at 6:00 p.m. to interview three applicants for the Historical Commission and two applicants for Board of Review. Immediately after, City Council held interviews for the Library Board at 7:00 p.m. Copies of the draft minutes for both meetings are included with this packet.

**RECOMMENDED ACTION:** Appointments to Boards and Commissions

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Burke				
Council Member Casey				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

# MEMORANDUM



cityofnovi.org

**TO:** MAYOR GATT AND COUNCIL MEMBERS  
**FROM:** CORTNEY HANSON, DEPUTY CITY CLERK *CH*  
**SUBJECT:** INTERVIEWS FOR BOARDS AND COMMISSIONS  
**DATE:** DECEMBER 1, 2015 *TA*

Attached please find applications for the current openings on Boards and Commissions along with a rating sheet and a current boards and commissions booklet list.

- Brent Ferrell is interested in serving another term on the ZBA, but is unable to make the interview.
- Paul Funk resigned from the Library Board in September, creating the vacancy.
- Rickie Ibe does not wish to apply for another term on the ZBA, but expressed his appreciation of serving for the past 7 years.

Below is a list of current vacancies and expiring terms for Boards and Commissions that are interviewed by **Council**:

Board or Commission	Number of openings	Term expiration
Library Board (Mayoral Appointment)	1 partial term	03/01/2018
Zoning Board of Appeals	2 full terms	01/01/2019

### **Attendance records for those seeking reappointment:**

Brent Ferrell (Zoning Board of Appeals) – attended 21 of 28 meetings since June 2013.

### **Commission Interview Committee**

The Commission Interview Committee is scheduled to meet on Monday, December 7<sup>th</sup> at 6:00 p.m., prior to the City Council meeting.

Below is a list of current vacancies and expiring terms for Boards and Commissions that are interviewed by the **Commission Interview Committee**:

<b>Board or Commission</b>	<b>Number of openings</b>	<b>Term expiration</b>
Beautification Commission	1 partial term	03/01/2016
	1 partial term	03/01/2018
Board of Review	1 full term	01/01/2019
	1 partial term	01/01/2018
	1 alternate term	01/01/2019
Historical Commission	2 full terms	01/01/2019
Housing & Community Development Advisory Committee	1 full term	01/01/2019
Public Access Promotion Committee	2 full terms	01/01/2019

**BALLOTS**

**BALLOT**  
**APPOINTMENTS BY MAYOR**  
**December 21, 2015**

**Library Board**

1 partial term

Terms expire 03/01/2018

Roy Kronsbein

David LaBounty

Doreen Poupard

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# BALLOT

## APPOINTMENTS BY CITY COUNCIL

### December 21, 2015

\* Minimum 4 votes required for appointment to Board or Commission

**Beautification Commission**  
 1 partial term - term expires 03/01/2016  
 1 partial term - term expires 03/01/2018

\_\_\_\_\_  
 Full Term     Partial Term

\_\_\_\_\_  
 Full Term     Partial Term

**Board of Review  
 Alternate**  
 1 full term - term expires 01/01/2019  
 1 partial term - term expires 01/01/2018  
 1 alternate term - term expires 01/01/2019

Kevin Cassady  
 Full Member     Alternate

James Staschke (*seeking reappointment*)  
 Full Member     Alternate

Peter Winter  
 Full Member     Alternate

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**Historical Commission**  
 2 full terms  
 Term expires 01/01/2019

Kathy Crawford

Carmela Langley

Rachel Manela

\_\_\_\_\_

\_\_\_\_\_

**Housing & Community Development  
 Advisory Committee**  
 1 full term  
 Term expires 01/01/2019

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**Public Access Promotion Committee**  
 2 full terms  
 Terms expire 01/01/2019

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**Zoning Board of Appeals**  
 2 full terms  
 Terms expire 01/01/2019

Brent Ferrell (*seeking reappointment*)

Jonathan Montville  
*(current ZBA alternate, seeking full term)*

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**Council Member Signature**

**CITY COUNCIL INTERVIEW MINUTES**

Fund Balance in them. They have talked about the importance of maintaining fund balance and the importance of continuing to invest back into the Community because that is what drives us forward as a City. They are restricted for specific purposes, but he would like to look at utilizing them and leverage those resources to accomplish some projects that haven't been done. The Drain Perpetual Maintenance Fund possibly would allow us to supplement the City's Drain Millage which would allow us some flexibility in dealing with the overall millage amounts. Maybe, at budget or goal setting, Council could have a conversation about our overall tax rate with debt millages rolling off and what are some areas or initiatives of focus of allocating more resources. He thought there were areas that need to be addressed long term now that the City is in a good financial position with healthy Fund Balance. He hoped the citizens appreciated how fortunate the community is.

### **INTERVIEWS FOR BOARDS AND COMMISSIONS**

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#### 1. David LaBounty – Library Board, Historical Commission

Mr. LaBounty spoke how he would like to give back to the community and was a frequent user of the Library. He feels it is the best library he has ever seen. He said he was a published author, also.

Member Mutch asked what impressed him the most about the Library. Mr. LaBounty said the staff is helpful and diverse materials.

Member Wrobel asked which would he prefer the Library Board or Historical Commission. He answered the Library Board. Member Wrobel asked what skills he would bring to the Library Board. Mr. LaBounty said he was interested in the arts and as a Director of Retail Operations for Belle Tire he works within budget. He understands the need for fiscal responsibility.

Mayor Pro Tem Staudt asked how his experiences in the Navy would apply to serving on a Board or Commission. He said it doesn't apply because he was a technician and very young. Mayor Pro Tem Staudt explained the Library Board is a popular board to be on and wished him well.

Member Burke thanked him for interviewing and looked forward having him serving somewhere in the City.

Member Casey asked why he has come forward now. Mr. LaBounty said he has not given back in the past and now he feels the need to do so.

Member Markham asked him what he writes about. He said fiction and poetry. He has hundreds of poems published. Member Markham commended him for coming forward to serve.



Mayor Gatt didn't have any questions but also thanked him for wanting to serve and wished him the best.

## 2. Roy Kronsbein – Library Board

Member Wrobel asked what skills he would bring to the Library Board. Mr. Kronsbein said he had a Master's Degree in Library Information Science from Wayne State University and he did his Doctoral work at the University of Michigan. He has a class and dissertation, then he will have his PhD.

Mayor Pro Tem Staudt said they are overwhelming qualifications. He asked how long had he been a resident and what were some things he would do differently with the Library Board than what is currently being done. Mr. Kronsbein said he has been a resident of Novi for 22 years. He thought every time there was a change with a Board member, it was like a new broom that sweeps well. He thought they could take a new facet from his experiences and had a good professional feel for maximizing the information for everyone. Mayor Pro Tem Staudt said it was very difficult to make a decision because there are a few well qualified applicants and only one position available.

Member Burke said his application had a lot of information and thought his questions were answered. He said he was well qualified and thanked him for coming forward. Mr. Kronsbein commented that the Library chose three words for themselves that really is the pulse rate of their totality. They chose to inform, to inspire, and to include. He has a personal way of evaluating his life to aspire to inspire before he expires.

Member Casey asked why he was coming forward now. Mr. Kronsbein said he had the pleasure of having helped raise his family. He said the fact he knew how difficult it is to raise a family, he feels there is a linkage of mentoring students and information at the Library and would like them to crave more information.

Member Markham noted he was the current Library Director for Detroit Catholic Central. She asked him what would be the difference of how a community library would be administered versus a library for a school. He said the library at the school is to distinctly support the academic curriculum. They are the largest digitized high school library in the State of Michigan that is accessed by the student body and alumni. He suggested asking the residents what information they would like to have in the Library.

Member Mutch asked him what strengths and attributes that makes Novi a better Community. Mr. Kronsbein believed there should be three things that should be present in a library. It should be aesthetic, functional, and behavioral. The design in the new building is stellar. The library, staff and Board should be energetic looking at the strategic plan, budgets, proposals, and the future planning. He feels it is very important. He saw the director and staff as being very open and always gives it a try.

Mayor Gatt thanked him for wanting to serve, but mentioned there was only one position open.

### 3. Doreen Poupard – Library Board

Ms. Poupard said she has lived in Novi for 10 ½ years. The longer she has lived here the more she values saying, I am Novi. She asked to be considered to sit on the Library Board. She received her Master's Degree in Library Science from the University of Michigan. The Novi Library has been in the forefront of the many changes to enhance the quality of services for the residents of Novi. She commended the Council and City Administration for the foresight and support and the Library Director Julie Farkas for her leadership, energy, openness to change and passion. She would be honored to work with her.

Mayor Pro Tem Staudt asked what she thought the role of City Council should be as it relates to the Library Board. Ms. Poupard said Council is doing a good job now. She knew they were supportive.

Member Burke appreciated that she was staying involved. He asked if there was anything she would like to change at the Library. Ms. Poupard said she thinks as a member of a Board, they should work together. She knew the Library staff was open to new ideas. She thought one of her strengths was asking questions and being supportive. She knew the Library staff was concerned about the lack of involvement north of I-696 and didn't have a strong working relationship with the Walled Lake Consolidated School District. She said it was in the area where she lived and believed she would be more knowledgeable based on what the Director's needs were.

Member Casey asked why now was she stepping forward for this Board. Ms. Poupard said she loved the Library and had some time to devote to the Library.

Member Markham didn't have any questions and commended her for staying involved.

Member Mutch asked what are the strengths of the Library and how does it improve the City of Novi as a community. She believed it was the energetic service orientation the Library has. They provide great service to the Community and a Director that brings a lot of commitment and passion.

Member Wrobel said she had been there when the City needed volunteers. He was honored to have served with her on Council. He asked how the Library could better serve the residents of Fox Run. Ms. Poupard said the Library provides books and activities at Fox Run. Director Farkas has attended some to the resident committee meetings at Fox Run. She thought the pressure should be on Fox Run to use the Library more and to be more involved. She needed to get the Fox Run residents to be more engaged.

Mayor Gatt didn't have any questions. He commented that she was a giver and that Novi was fortunate to have her here. She said she has received a lot from Novi.

**REPORTS:**

1. MANAGER/STAFF - None
2. ATTORNEY - None

**AUDIENCE COMMENT – None**

**CONSENT AGENDA REMOVALS AND APPROVALS:**

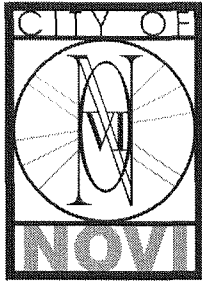
**CM 15-12-171      Moved by Wrobel, seconded by Burke; CARRIED UNANIMOUSLY:**

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**To approve the Consent Agenda as presented.**

- A. Approve Minutes of:
  1. November 23, 2015 – Regular meeting
- B. Enter Executive Session immediately following the regular meeting of December 7, 2015 in the Council Annex for the purpose of discussing privileged correspondence from legal counsel.
- C. Approval to purchase protective turnout gear for the Novi Fire Department from Apollo Fire Equipment based on unit pricing for \$16,092.
- D. Approval to purchase a 2016 Ford Escape SE 4x4 from Signature Ford in the amount of \$23,058 using the State of Michigan MiDeal cooperative purchasing contract.
- E. Approval of a request by Mirage Development, LLC to waive the Maintenance and Guarantee Bond required under Section 26.5-10 of the ordinance for water and sewer facilities installed in Asbury Park located north of 11 Mile Road and east of Beck Road in Section 16.
- F. Approval to purchase new flooring for the Community Development Suite Renovation Project from Cohn's Commercial Floor Covering, Inc., in the amount of \$18,351.31 based on National Joint Powers Alliance (NJPA) cooperative purchasing contract.
- G. Approval of the final payment to Great Lakes Power & Lighting, Inc. for the 2014 Lift Station Generator Sets project in the amount of \$24,644, plus interest earned on retainage.

**COMMISSION INTERVIEW COMMITTEE MINUTES**



## COMMISSION INTERVIEW COMMITTEE MINUTES

CITY OF NOVI  
Commission Interview Committee Meeting  
**Monday, December 7, 2015 | 6:00 P.M.**  
Council Chambers | Novi Civic Center | 45175 Ten Mile Road  
(248) 347-0456

**Member Wrobel called the meeting to order at 6:00 P.M.**

### PLEDGE OF ALLEGIANCE

**ROLL CALL:** Council Members Burke, Casey, Wrobel

**APPROVAL OF AGENDA:** Unanimously approved

### APPLICANTS FOR BOARDS & COMMISSIONS:

#### 1) James Staschke – Board of Review

Mr. Staschke introduced himself and explained he was currently on the Board of Review and was interviewing for another term. He has a background in finance and appraising experience. He has enjoyed his time serving on the board. Member Casey asked what he enjoyed about serving. Mr. Staschke said he felt like he was doing something for the residents. Member Burke said he appreciated what the Board of Review does and that he wants to continue to serve. He asked if there were any changes that should be made in regards to the board. Mr. Staschke said the process works extremely well and thought our Assessing Department was top notch, which makes it easy for the board to do their job. Member Wrobel said he was thankful for people like him that volunteered.

#### 2) Rachel Manela – Historical Commission

Ms. Manela explained that she graduated from Novi High School in 2010 and MSU in 2014 with a B.A. in Political Theory and History. She served on the Historical Commission for three years while she was in High School as a student representative. Member Burke noted she had an impressive application. He asked her what it was like to serve as a student representative. Ms. Manela said the members were happy that she was committed and involved with the Commission. She worked on projects that included Toll Gate Farm and the 8 Mile Road marker. Member Casey asked what her goals would be if appointed. Ms. Manela said they should work on social media exposure, including a blog, Twitter, Facebook in order to promote events. Member Wrobel asked how she would help get word out to the community about the Historical Commission. Ms. Manela said there were already books published on Novi's history, but more research needed to be done on the earlier history and especially preserving what it happening today.

### **3) Kathy Crawford – Historical Commission**

Ms. Crawford said she loves serving on the Historical Commission. She is passionate about the preservation of the history of Novi. She said we are losing history every day and wants to preserve as many stories as possible. She has been Chair of the Commission for several years and felt they have made great headway. They have restored many headstones in the cemetery on Novi Road and are planning to work on researching each and every headstone in the cemetery in order to tell the story of each person. She wants to have people on the Commission who are committed and was even thinking of having another position added. She would also like to work with the schools in order to provide some type of program to the students on the history of Novi. Member Casey asked if she had any other specific goals she would like to accomplish. Ms. Crawford said she would like to record the headstones and research those people. She would like the Commission to work with Parks and Recreation to work with the Boy Scouts to help with the research. She would like to add benches and improved driveways so people can access the cemetery and even spend time there. She has thought about creating "Friends of the Cemetery" to help with projects like those. Member Burke said he didn't have any questions, but appreciated all of the work she does for Novi. He said the comments she had about the cemetery were enlightening. He asked if the Commission used Ancestry.com for their research. Ms. Crawford said they do. Many people come to the library wanting to do research in the historical room, but unfortunately the library does not have a full time staff person to staff the historical room. Patrons are only allowed in the room if someone from the Commission or a member of the library staff is there. Member Wrobel asked which cemetery was older, the one on 9 Mile Road or Novi Road. Ms. Crawford said both have graves dating back to the 1800's. The cemetery on 9 Mile Road was actually privately owned while the one on Novi Road was for the public.

### **4) Carmela Langley – Historical Commission**

Ms. Langley said she was an educator and licensed chiropractor. She is an enthusiastic worker and very organized. She would like to get students involved and thought the previous applicant's had great ideas. She said knowing your past was important, but so is recording the present. Member Burke asked what she could do for the commission and what she would bring to the commission. Ms. Langley said she was very organized and able to get projects going and get people involved. Member Casey asked her why she was choosing to volunteer now. Ms. Langley said she has been getting more involved over the past few years and now she has time available to do so. Member Wrobel thanked her for her involvement with CERT and had no questions.

**5) Pete Winter – Board of Review**

Mr. Winter said he has been a Novi resident since 1976 and has the time to volunteer now that he isn't wound up with other commitments. He has been a CERT member for a few years and participated in the Lakes Area Police Academy. Recently he attended the Ambassador program offered by the City and that got him interested in volunteering for the Board of Review. He said the members have to work with the citizens in order to help them understand the process. Member Casey said he answered her questions already and was grateful for his continuing interest. Member Burke said his resume speaks volumes and had no questions. Member Wrobel asked what trait a member of the Board of Review needed most. Mr. Winter said patience was the most important because the applicants came to the board upset and wanting relief. They deserve to have their say and be listened to. He also felt that humor also helps diffuse situations.

**ADJOURNMENT:** The meeting was adjourned at 6:41 P.M.

Transcribed by Cortney Hanson