

CITY OF HUNTINGTON WOODS  
REGULAR MEETING OF THE CITY COMMISSION  
MINUTES  
Tuesday, April 2, 2019  
7:30 p.m.  
City Hall

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

PRESENT: Mayor Paul, Commissioner Elder, Commissioner Olsman and Commissioner Rozell, City Manager Sullivan and City Attorney Anderson

ABSENT: Mayor Pro Tem Jenks (excused)

City Staff Present: Finance Director Rowland, Clerk/Treasurer Solanskey, Parks and Recreation Director Gustafson

APPROVAL OF AGENDA

Moved by Commissioner Rozell and supported by Commissioner Elder to approve the Agenda for the meeting of April 2, 2019 with the deletion of item #12, recessing into closed session.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman and Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

APPROVAL OF MINUTES

Moved by Commissioner Olsman and supported by Commissioner Rozell to approve the minutes of the Regular Meeting of March 5, 2019.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman and Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

COMMUNICATIONS

None

ELECTED OFFICIAL REMARKS

None

PUBLIC PARTICIPATION

None

PROCLAMATIONS

Mayor Paul read the Proclamation proclaiming April 26, 2019 as Arbor Day and April 22, 2019 as Earth Day.

Mayor Paul read the Proclamation proclaiming April, 2019 as Child Abuse Prevention and Awareness Month in Huntington Woods.

RESOLUTION R-29-2019

Acknowledge Receipt of City Budget

Moved by Commissioner Rozell and supported by Commissioner Olsman to acknowledge the receipt of the 2019/2020 City Budget in accordance with Chapter IX, Section 8 of the City Charter from the Finance Department.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman and Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

RESOLUTION R-30-2019

Set Budget Study Work Session

Moved by Commissioner Elder and supported by Commissioner Olsman to set April 23, 2019 at 5:30 pm as a Budget Study Work Session.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman and Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

RESOLUTION R-31-2019  
2019 Energy Plan

Moved by Commissioner Rozell and supported by Commissioner Elder to adopt the 2019 Energy Plan prepared by Ecoworks.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

RESOLUTION R-32-2019  
Municipal Energy Vision Statement

Moved by Commissioner Olsman and supported by Commissioner Rozell to adopt the “Municipal Energy Vision Statement” prepared by the Environmental Advisory Committee.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

**CITY OF HUNTINGTON WOODS MUNICIPAL ENERGY VISION STATEMENT**

*In 2019, the City adopted the “City of Huntington Woods Energy Plan 2019” prepared by EcoWorks. The City recognizes the importance of creating an atmosphere that promotes sustainability in all City decision-making and serves as an example to our residents. To that end, the City adopts the following Municipal Energy Vision Statement.*

The City of Huntington Woods recognizes and embraces the importance of managing our energy usage to create sustainable municipal operations. Sustainability means meeting the needs of the present without compromising the well-being of future generations. By identifying policies, practices, facilities and resources that impact our energy usage, the City will become carbon neutral and create positive outcomes today and in the years ahead.

Being responsible and informed energy consumers, the City will demonstrate leadership and provide an example to residents and other small communities. A sustainable

Huntington Woods showcases a commitment to a green future and building resilience against extreme weather. Taking action to manage our energy usage enables residents to learn about energy efficiency and encourage individual commitments to sustainability. Our operations can become a model and testing ground for solutions.

A forward-thinking energy plan can produce long-term financial impacts for the City's budget. Actions that support sustainability will generate long-term cost savings that will benefit residents of the future.

Adopted : \_\_\_\_\_  
Date

**RESOLUTION R-33-2019**

**Environmental Advisory Committee By-Laws**

Moved by Commissioner Olsman and supported by Commissioner Elder to amend the Environmental Advisory Committee By-Laws to include the Energy Plan Goals and Vision

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

**City of Huntington woods  
Environmental Advisory Committee Bylaws**

**Article I: The name of the committee shall be the Environmental Advisory Committee (EAC).**

**Article II: Objectives**

- A. To encourage a goal of zero-waste and zero-carbon emissions by the City of Huntington Woods through reducing toxicity, conserving resources, and facilitating economic development.
- B. To advise and make recommendations to the City Commission on issues related to this goal as well as other environmental topics including, but not limited to, air, land, and water quality and the ongoing efforts to protect the Clinton River Basin.
- C. To examine issues of environmental concern at the direction of the City Commission.

- D. To inform and educate the public about the importance of s waste and carbon emissions reduction, appropriate/environmentally safe solid waste removal, recycling, composting and other environmental issues.
- E. To carry out activities which promote the reduction, reuse, and recycling of materials and other environmental issues.
- F. To work in conjunction with other communities to promote reuse, reduction, and recycling of solid waste and the proper disposal of all other waste materials and other environmental issues.

**Article III: Membership**

- Section 1. The EAC shall consist of nine adult members, each serving three-year terms, and a student member who shall serve for a period of one year. In addition, a City Commission member shall serve as a non-voting member of the committee. A city staff person from the Department of Public Works shall be assigned as a liaison to the EAC.
- Section 2. Committee members will be appointed by the City Commission in December and will take their positions in January.
- Section 3. Term years for all adult members are staggered.
- Section 4. Adult members may serve no more than two terms consecutively.
- Section 5. The student member shall be eligible for reappointment for up to two additional one-year terms for the total of three years. A student member shall be defined as any Huntington Woods resident presently in grades 7 through 12.
- Section 6. Members shall serve without pay.
- Section 7. The absence of any member of the Committee for three (3) meetings in a year without having the absence excused by the body, shall constitute a resignation by the member and a vacancy on the Committee.
- Section 8. A Committee member shall represent the EAC at all City Commission meetings when issues of environmental concern are on the agenda.

**Article IV: Officers**

- Section 1. At each January meeting, the members of the EAC shall select, from their membership, a Chairperson and a Secretary. Those selected will take office immediately and serve for the duration of the year or until replaced.
- Section 2. The Chairperson shall preside at meetings of the Committee, appoint sub-committees, and perform all duties generally pertaining to the office of Chairperson. In the absence of the Chairperson, a member present shall be selected to serve as temporary Chair. The Chair shall notify the Commission of any vacancy.
- Section 3. A quorum shall consist of 50% of the current voting membership.

**Article VI: By-laws / Amendments**

- Section 1. The Committee shall operate under the adopted bylaws as approved by the Huntington Woods City Commission.
- Section 2. The bylaws may be amended by two-thirds vote of the members present at any meeting, provided written notice of the proposed action has been given to each member at the last known address at least thirty (30) days prior to such meeting. Any amendment must be ratified by the City Commission.

THESE BYLAWS WERE REVISED ON March 21, 2019 by the Environmental Advisory Committee and ratified by the City Commission on April 2, 2019.

RESOLUTION R-34-2019

Val Jones Skate Park Ordinance Amendment – First Reading

Moved by Commissioner Elder and supported by Commissioner Olsman to introduce the first reading of an Ordinance to Amend the City of Huntington Woods Code of Ordinances Chapter 26, Parks and Recreation, Section 26-27, Val Jones Park; and to provide penalties for violation thereof.

Commissioner Olsman asked for some additional wording and changes to the draft ordinance and the signage at the Park. The Commission agreed with the changes. Those included:

Use of safety gear is **strongly** recommended.

**Use of skatepark may result in serious injury.**

No bicycles **and or motorized scooters** are permitted.

**Parental supervision of minors is strongly recommended.**

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

RESOLUTION R-35-2019

Wireless Facilities Ordinance in Right-of-Way – First Reading

Moved by Commissioner Elder and supported by Commissioner Olsman to introduce the first reading of an Ordinance to Amend the City of Huntington Woods Code of Ordinances Chapter 34, “Telecommunications,” to add a new Article IV, Wireless Facilities in the Right-of-Way, to establish requirements, standards, and regulations for access to and use of Public Right-of-Way for Wireless Facilities that are not Telecommunications Facilities under Article II of Chapter 34; and to provide for penalties for violations.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

RESOLUTION R-36-20109

Establishing Standards for Wireless Facilities

Moved by Commissioner Rozell and supported by Commissioner Olsman to adopt the standards for Wireless Facilities and other Infrastructure in the Public Right-of-Way.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

**CITY OF HUNTINGTON WOODS  
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION NO. R-36-2019**

**RESOLUTION ESTABLISHING STANDARDS FOR WIRELESS FACILITIES AND  
OTHER INFRASTRUCTURE INSTALLATIONS IN PUBLIC RIGHT-OF-WAY**

At a regular meeting of the City Commission of the City of Huntington Woods, Michigan, in Oakland County, Michigan, held in the City Hall on April 2, 2019, at 7:30 P.M., with those present and absent being,

PRESENT: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

ABSENT: Mayor Pro Tem Jenks (excused)

the following preamble and resolution were offered by Commission Member Rozell and supported by Commission Member Olsman:

**WHEREAS**, in its Declaratory Ruling and Third Report and Order in FCC 18-133, regarding the removal of regulatory barriers to the deployment of small wireless facilities, the Federal Communications Commission (FCC) recognized the right of municipalities to establish aesthetic, spacing, and undergrounding requirements for such deployments provide they are reasonable, no more burdensome than those applied to other types of infrastructure deployments, objective, and published in advance.

**WHEREAS**, based on the language in the FCC Declaratory Ruling and Third Report and Order in FCC 18-133 and date of its publication in the Federal Register, the requirement for publication in advance could mean prior to April 14, 2019, rather than prior to being applied to a proposed deployment of small wireless facilities.

**WHEREAS**, the City Commission has introduced a Wireless Facilities in Right-of-Way Ordinance which includes aesthetic, spacing, and undergrounding standards.

**WHEREAS**, under the regular meeting schedule, the introduced Wireless Facilities in Right-of-Way Ordinance will not be adopted and published prior to April 14, 2019.

**WHEREAS**, to avail itself of the right recognized by the FCC by the possible deadline for doing so as recited in this Resolution prior to adoption and publication of the introduced

Wireless Facilities in Right-of-Way Ordinance, the City Commission has determined to establish and provide for publication of the aesthetic, spacing, and undergrounding standards contained in that Ordinance by adoption of this Resolution.

**IT IS THEREFORE RESOLVED** that the following aesthetic, spacing, and undergrounding standards from Section 34-202 of the introduced Wireless Facilities in Right-of-Way Ordinance are hereby adopted and established:

Wireless facilities, wireless support structures, utility poles, and any related equipment shall be designed, installed, used, and maintained in compliance with the following standards that are intended to conceal such facilities, structures, and poles to the extent technically feasible in an effort to avoid or remedy the tangible and intangible public harm of installations in the public right-of-way that are unsightly, out-of-character with the surrounding area, or could result in the direct or indirect removal of trees and other aesthetically desirable features and appearances:

- (1) Shall be strictly limited to the location and what is shown on the approved plans.
- (2) Wireless facilities shall be treated and colored to be visually compatible with the wireless support structure or utility pole they are collocated on or associated with by painting or other coating. For existing wood utility poles, a finish color of conduit that is zinc, aluminum, or stainless steel is considered visually compatible.
- (3) Wireless facilities shall be compatible in scale and proportion to the structure or pole upon which they are to be attached, using the smallest and least intrusive technology available, with the diameter of top mounted antennas to not exceed twice the diameter of the top of the structure or pole.
- (4) Antennas shall be top mounted and aligned with the centerline of wireless support structures or utility poles, or side mounted with the vertical centerline of the antenna parallel with the support structure or utility pole.
- (5) All cables and wires shall be placed in conduit or otherwise properly secured and concealed on the wireless support structure or utility pole.
- (6) No more than three (3) antennas may be collocated on a utility pole and only if that number of antennas can be designed and accommodated in a manner that complies with all requirements of [this section]. [bracketed language from Ordinance is replaced with "these standards".]
- (7) Existing trees in the public right-of-way shall not be removed or trimmed to facilitate the installation, use, or maintenance of wireless facilities.
- (8) Wireless facilities, support structures, and utility poles shall not be located within the drip line (critical root zone) of an existing tree in or adjoining the public right-of-way.
- (9) Ground mounted wireless facilities, including equipment cabinets and enclosures, shall be located as close as legal and technically feasible to the wireless support structure or utility pole they are associated with.
- (10) Ground mounted wireless facilities, including equipment cabinets and enclosures, shall be concealed to the extent technically feasible by matching color and materials to existing above-ground structures, landscaping, and placement to take advantage of concealment provided by the proposed structure or pole, existing landscaping, or above-ground improvements.
- (11) Wireless facilities shall not project more than two (2') feet from any side of the utility pole or wireless support structure upon which they are collocated.
- (12) Wireless facilities shall not be illuminated unless required by law or integral to a concealment design such as appearance as or on a street light pole.



- (13) New and replacement utility poles shall be located in alignment with existing utility poles on either side.
- (14) New and replacement utility poles shall be located equidistance from existing utility poles on either side.
- (15) New and replacement utility poles shall be made of the same material and have the same visual appearance as the existing utility poles on either side. If those existing utility poles are different, the new or replacement pole shall be metal or fiber if either existing pole is of that material and shall otherwise be the same material as the newer of the existing poles.
- (16) Unless a greater height is [approved under this article as] required by state or federal law, wireless support structures and utility poles shall not be taller than the existing utility poles on either side. [bracketed language from Ordinance is deleted from this standard.]
- (17) In a public right-of-way abutting residentially used or zoned property, new wireless facilities, wireless support structures, and utility poles shall only be located in line with a side lot line.
- (18) New wireless facilities shall not be collocated on an existing wireless support structure or utility pole that is directly in front of an existing residential dwelling or that is along the frontage of a property containing a building of historic significance under federal, state, or other laws.
- (19) New wireless facilities, wireless support structures, and utility poles shall not be located in front of an existing residential or commercial structure.
- (20) In a public right-of-way abutting residentially used or zoned property, wireless facilities that require a cooling system shall use a passive system, or if a motorized system is technologically required, shall use a system and fan with the lowest available noise level.
- (21) Except for a label containing the name and emergency contact telephone number for the wireless provider responsible for the wireless facilities and wireless support structure or utility pole, information that identifies them and their location, and any information required to be displayed by state or federal law, no signage shall be allowed, with all manufacturer decals that are not needed for safety reasons to be removed or painted over.
- (22) Regardless of the number of antennas that are collocated on a utility pole or wireless support structure, the other wireless facilities associated with those antennas shall not exceed 28 cubic feet in volume.
- (23) Collocations on and replacement or new utility poles or wireless support structures in a public right-of-way that has been specifically designated or identified by ordinance or City Commission resolution for a program of improvement, redevelopment, beautification, regulation, or other planning goals, shall be subject to City review and approval of the design, appearance, and method and height of attachment to assure consistency, compatibility, and uniformity with the standards, objectives, installations and streetscape appearance planned for that public right-of-way under the program.
- (24) To provide compliance with one or more of the above standards, the City may require that a proposed collocation involving a new or replacement utility pole be moved by up to 75 feet for collocation on a designated existing wireless support structure or utility pole or to a designated location for the new or replacement utility pole. The applicant may request a waiver of this requirement by demonstrating in writing that the applicant cannot secure the right to comply with the City's requirement on reasonable terms and conditions and that compliance imposes unreasonable technical problems or significant additional costs.

- (25) Above ground wireless facilities and support structures and utility poles shall not be allowed in an area designated by the City Commission solely for underground or buried cable and utility facilities if all of the following apply:
- (a) The City has required all cable and utility facilities, other than City street light, and traffic signal poles and attachments, to be placed underground by a date that is not less than 90 days before the submission of the application.
  - (b) The City does not prohibit the replacement of City poles by a wireless provider in the designated area.

**IT IS FURTHER RESOLVED** that a waiver or modification of one or more of the standards established by this Resolution may be requested by demonstrating in writing that compliance will prevent a disclosed wireless service provider that would be using the proposed wireless facilities, support structure, or utility pole, from providing personal wireless services in violation of 47 USC 332.

**IT IS FURTHER RESOLVED** that to the extent applicable and allowed under existing franchises, permits, and applicable law, these standards shall also apply to all new installations in the public right-of-way by electric and gas public utilities, incumbent or competitive local exchange carriers, fiber providers, and cable television video services providers.

**IT IS FURTHER RESOLVED** that this Resolution shall be published by the Clerk on or before April 13, 2019, in the same manner and locations as Ordinances are published.

#### CERTIFICATION

I hereby certify that this Resolution was adopted by the by the City Commission at a regular meeting on April 2, 2019.

City of Huntington Woods

April, 2, 2019  
Date

\_\_\_\_\_  
Joy Solanskey, City Clerk

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell  
Nays: None  
Abstentions: None  
Absent: Mayor Pro Tem Jenks (excused)

#### RESOLUTION R-37-2019 Combat West Nile Virus

Moved by Commissioner Olsman and supported by Commissioner Elder to authorize a request for reimbursement from Oakland County in the amount of \$820.08 for monies spent to combat West Nile Virus.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

RESOLUTION R-38-2019

Receive and file reports and minutes

Moved by Commissioner Olsman and supported by Commissioner Rozell to receive and file reports and minutes for the following:

- a. Long Range Budget & Planning Committee, February 11, 2019
- b. Senior Advisory Committee, February 21, 2019
- c. Environmental Advisory Committee, February 21, 2019
- d. Library Advisory Board, February 25, 2019
- e. Parks & Recreation Advisory Board, February 26, 2019
- f. Senior Housing Study Committee, February 14, 2019
- g. Finance Report, February, 2019

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder, Commissioner Olsman, Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

The Mayor thereupon declared said Resolution adopted.

WARRANT NO. 349

Moved by Commissioner Olsman and supported by Commissioner Rozell that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by April 2, 2019 and paid between March 1, 2019 and March 28, 2019 on pages 1 through 7 in the amount of \$637,363.27 be approved and paid, subject to full audit.

Upon said Resolution being put to a vote, the City Commission voted thereon as follows:

Ayes: Mayor Paul, Commissioner Elder and Commissioner Rozell

Nays: None

Absent: Mayor Pro Tem Jenks (excused)

Abstain: Commissioner Olsman

The Mayor thereupon declared said Resolution adopted.

Commissioner Olsman abstained from voting because a building bond refund check payable to him is included in the warrant.

## CITY MANAGER REPORT

The City Manager reported the Tennis Nets are up and the Skate Park is open. The City Manager notified residents that Hydrant flushing has begun so residents should be cautious doing laundry if DPW trucks are present on their street. The City Manager reminded residents that blowing leaves and yard waste into City streets is prohibited.

## COMMISSIONER COMMENTS

Commissioner Rozell had no comments.

Commissioner Olsman had no comments.

Commissioner Elder thanked residents for attending the first Meet up with Michelle. The Commissioner stated she really enjoyed hearing the resident's thoughts on local issues. The next Meet up with Michelle is April 27<sup>th</sup> at 2:00 at the Gillham Recreation Center. The Huntington Woods Teen Council fundraiser is April 9<sup>th</sup> as Crispellis.

Mayor Paul thanked the community for the overwhelming support of the Men's Club Auction.

The Regular City Commission Meeting adjourned to Closed Session at 8:04 pm.

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Joy Solanskey, City Clerk

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Robert F. Paul, III, Mayor