

**NORTHFIELD TOWNSHIP
Township Board
Minutes
July 25, 2017**

CALL TO ORDER

The meeting was called to order at 8:02 P.M. by Supervisor Chockley at 8350 Main Street.

INVOCATION/PLEDGE

Chick offered a brief invocation and led those present in the Pledge of Allegiance.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Wastewater Treatment Plant Superintendent Dan Willis
Township Engineer Brian Rubel, Tetra Tech
Township Attorney Bradford Maynes
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

- ▶ **Motion:** Chockley moved, Beliger supported, that the agenda be adopted as presented.
Motion carried 7—0 on a voice vote.

FIRST CALL TO THE PUBLIC

Catherine Johnson, 7777 Sutton Road, Mary Devlin, 9211 Brookside, Dave Gibbons, 8985 Garfield, David Gordon, 5558 Hellner, Jodi Carbary, 9132 Lincoln, Steven Ries, 9132 Lincoln, and Meredith Counts, 8840 Main, made comments about the videographer position and compensation, the Board's constituents (residents, not only taxpayers), denial of zoning permits for businesses, medical marijuana, the sewer system, the Township Manager position, and County taxes.

BOARD MEMBER CLARIFICATIONS

Board members commented on the videographer position and compensation, reporting on donations to the Township, and taxation levels and sources.

CORRESPONDENCE AND ANNOUNCEMENTS

Chick reported that she met with a group of citizens who expressed concerns about a variety of issues including blight, lack of businesses in the Township, and lack of action by Township officials. Otto asked that a request for use of 75 Barker Road be put on an agenda. Otto asked that a request for a Boy Scout troop to use 75 Barker for meetings be placed on the next agenda.

AGENDA ITEMS

1.

**Update of Wastewater Cost of Service
"SmartRate" Study from Tetra Tech**

Brian Rubel, Township Engineer with Tetra Tech, made a presentation about flow rates based on meters in use from mid-April through mid-July. He said rainfall was low during that time, but the increased flows during rainfall confirmed that rainwater is infiltrating the system. He outlined where improvements are needed (upgrading lines, building retention capacity), and he recommended conducting more monitoring in the fall as well as revising connection fees and rates before new development occurs. He also answered questions from Board members, including about the capacity commitment to Green Oak Township and calculating flows for future development.

- ▶ **Motion:** Chockley moved, Chick supported, to engage Tetra Tech to undertake the Cost of Service SmartRate Study for a lump sum of \$10,500, and to authorize the Supervisor to sign the contract.

Rubel answered questions and the Board discussed options including getting bids from other engineering firms and delaying the vote to allow the Board to read the 2014 study.

Motion failed 3—4 on a roll call vote, Beliger, Dockett, Zelenock, and Manley opposed.

2.

**Request for Authorization to Purchase
Grit Conveyor for Wastewater Treatment Plant**

- ▶ **Motion:** Chockley moved, Beliger supported, that a grit conveyor be purchased for the Wastewater Treatment Plant for \$50,487.

In answer to questions, WWTP Superintendent Willis said the money for this and the installation is in the budget.

Motion carried 6—1 on a roll call vote, Dockett opposed.

3.

**Election Equipment Purchase
and Maintenance Contract**

Manley explained that new voting equipment is being provided by the State at no cost to the Township, payments for maintenance start in 2021, and the equipment will be in use for the November election.

- ▶ **Motion:** Chockley moved, Otto supported, to approve Resolution 17-571 to authorize Clerk Kathleen Manley to submit the Help America Vote Act grant application and Agreement as Grant Manager and authorize Supervisor Chockley and Clerk Manley to sign the Grant Application and Agreement, including the Schedule B License Agreement for the Verity software on behalf of Northfield Township.

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The Board discussed the source of the funding and wording of the contract.

Motion carried 5—2 on a voice vote, Beliger, Dockett opposed.

**4.
Natural Gas Supplier**

- ▶ **Motion:** Chockley moved, Dockett supported, to authorize Supervisor Chockley to end the natural gas contract with Constellation and return to Consumer's Energy. **Motion carried 7—0 on a roll call vote.**

**5.
Resolution #17-570:
Investment Policy Amendment**

- ▶ **Motion:** Zelenock moved, Chockley supported, to update the Resolution of the Northfield Township Board of Trustees Establishing a Policy of Township Investment and Depository Designation.

Zelenock explained that this would add two banks and remove an existing one.

Dockett requested a roll call vote. Motion carried 6—1 on a roll call vote, Dockett opposed. Resolution adopted.

**6.
Independent Contractor Contracts**

Otto referred to a proposed amendment to the personnel policy and explained that the goal is to insure that everyone working for the Township is properly classified under labor and tax laws and that independent contractors are working under proper contracts.

- ▶ **Motion:** Otto moved, Chockley supported, to accept the personnel policy and procedures on independent contractors as drafted.

There was discussion about various positions (building inspectors, recording secretary, videographer, etc.), how they should be classified, and whether Township

insurance covers them, etc. It was noted that Maynes had reviewed the proposal. It was agreed that the videographer classification needs to be reviewed in light of new information provided.

Motion carried 7—0 on a roll call vote.

**7.
Videographer Compensation**

It was noted that this is on the agenda based on a determination that this position does not fit into the independent contractor classification. It was agreed to table this in light of new information provided about the offsite equipment used, expertise required, etc.

- ▶ **Motion:** Chick moved, Chockley supported, that the matter of videographer compensation be tabled. **Motion carried 7—0 on voice vote.**

SECOND CALL TO THE PUBLIC

Catherine Johnson and David Gordon commented on the videographer compensation, security of video posted to the Township's website, new voting equipment and software, the sewer study, and taxes.

BOARD MEMBER COMMENTS

Board members commented on how the new voting machines will work, volunteer opportunities listed on the Township website, grant funding, the desire to see owner-occupied housing built in the Township rather than rentals, the August 8th election for fire and medical millages, zoning compliance permit process, general fund money used to purchase fire truck, and an inquiry made about possible multi-family residential development/

ADJOURNMENT

- ▶ **Motion:** Chockley moved, Chick supported, that the meeting be adjourned. **Motion carried 7—0 on a voice vote.**

The meeting adjourned at 10:10 P.M.

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;
Wording added is underlined.

Approved by the Township Board on August 15, 2017.

Kathleen Manley, Clerk

Official minutes of all meetings are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/