

# NORTHFIELD TOWNSHIP

## Township Board

### Minutes

#### January 23, 2018

#### CALL TO ORDER

The meeting was called to order at 7:13 P.M. by Supervisor Chockley at 8350 Main Street following a special meeting.

#### PLEDGE

Beliger provided 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, Trustee	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Absent with notice

Also present:

Township Attorney Brad Maynes  
Township Manager Steven Aynes  
Recording Secretary Lisa Lemble  
Members of the community

#### ADOPT AGENDA

- ▶ **Motion:** Beliger moved, Chick supported, that the agenda be adopted as presented. **Motion carried 6—0 on a voice vote.**

#### FIRST CALL TO THE PUBLIC

No comments.

#### BOARD MEMBER COMMENTS

Board members noted the Land Preservation Committee will meet on February 8<sup>th</sup> and invited the public, and suggested possibly adjusting building department fees.

#### CORRESPONDENCE AND ANNOUNCEMENTS

*Board of Review Dates.* Chockley reported Notice of Assessments will be sent out by February 26<sup>th</sup> and appointments for the March 13<sup>th</sup> and 15<sup>th</sup> Board of Review may be requested after that.

*North Village Request for Proposals (RFP) Schedule.* Aynes noted the RFP has been released and two responses have been received to date. He briefly answered questions about how inquiries will be handled and ways the RFP can be most widely be distributed.

*Sewer Billing Refund: Carmotive.* The Board briefly discussed the memo in the Board packet.

#### AGENDA ITEMS

##### 1.

#### Public Safety Building Second Floor Lease

Maynes referred to the draft lease with Livingston, Jackson, and Washtenaw Narcotics Enforcement Teams (LAWNET) and said LAWNET does not seem to have any major problems with it. He asked for authorization to proceed.

Board members discussed the start date, use of the Consumer Price Index (CPI) for annual rent adjustments, and the sharing of expenses, in particular expenses for heating, cooling, and sewer REUs.

- ▶ **Motion:** Chockley moved, Beliger supported, to approve the lease with LAWNET and to authorize the attorney to complete the negotiations. **Motion carried 5—1 on a roll call vote, Dockett opposed.**

##### 2.

#### Resolution 18-578: Poverty Exemption Guidelines

- ▶ **Motion:** Chockley moved, Chick supported, to approve Resolution 18-578: Poverty Exemption Guidelines. **Motion carried 6—0 on a roll call vote.**

#### DISCUSSION ITEMS

##### 1.

#### Bark Park Lease

The Board discussed Chockley's memo of January 19<sup>th</sup> regarding changes to the Bark Park Lease requested by the Whitmore Lake Schools Superintendent to shorten the term and make other changes.

- ▶ **Motion:** Zelenock moved, Chockley supported, that the Township attorney review the lease agreement with the public schools for the Bark Park, incorporating the shorter term, eliminating reimbursement language in the event of early termination, adding language which reimburses the school district if they have to correct any nuisances directly or indirectly caused by the park, and change the dog waste cleanup schedule to once weekly. **Motion carried 5—1 on a roll call vote, Dockett opposed.**

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**2.  
Improvement of Administrative Office Space**

Aynes reviewed his January 18<sup>th</sup> memo regarding improving Township office space by moving the conference room to the second floor, reusing the existing conference room for two employees, and adding offices for two employees on the second floor. He asked for direction from the Board.

- ▶ **Motion:** Zelenock moved, Beliger supported, that the Township Manager look into improvements of the office administration space and the Board room sound system. **Motion carried 6—0 on a voice vote.**

**3.  
Agenda Preparation Schedule  
and Project Dates for Topic Inclusion**

Chockley briefly reviewed her memo of January 18<sup>th</sup> listing items from a variety of sources for possible inclusion on future Board meeting agendas. Board members made suggestions for additional items.

**SECOND CALL TO THE PUBLIC**

David Gordon, 5558 Hellner Road, made comments about the meeting agenda, the Supervisor's memo regarding future agendas, and the roles of the Board and the Township Manager in governing.

**BOARD MEMBER COMMENTS**

Board members responded to comments made during Call to the Public, made suggestions for improving communication with the public about actions taken by the Board, thanked Jennifer Carlisle and other staff for providing information, and urged support of local businesses,

**ADJOURNMENT**

- ▶ **Motion:** Chockley moved, Beliger supported, that the meeting be adjourned.  
**Motion carried 6—0 on a voice vote.**

The meeting adjourned at 8:33 P.M.

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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 February 13, 2018.

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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/](http://www.twp-northfield.org/government/township_board_of_trustees/)