

# NORTHFIELD TOWNSHIP Township Board Minutes May 14, 2019

## CALL TO ORDER

The meeting was called to order at 7:03 P.M. by Supervisor Chockley at 8350 Main Street.

## INVOCATION/PLEDGE

Supervisor Chockley 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	Present

Also present:

Public Safety Director William Wagner  
Wastewater Treatment Plant Superintendent Dan Willis  
Community Center Director Tami Averill  
Township Manager Steven Aynes  
Township Attorney Paul Burns  
Planning Consultant Paul Lippens  
Recording Secretary Lisa Lemble  
Members of the community

## ADOPT AGENDA

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

## FIRST CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, commented on the length of Board meetings. Doug Nelson, 5314 Walnut Creek, made comments about the action taken by the Planning Commission on May 1<sup>st</sup> to again recommend their original draft of the marijuana ordinance to the Board prior to the scheduled public hearing and asked if there are any legal implications regarding that action.

## BOARD MEMBER RESPONSE

- **Motion:** Zelenock moved, Otto supported, that the meeting end by 10:00 P.M., if not sooner.  
**Motion carried 7—0 on a roll call vote.**

In response to Mr. Nelson's comments, Chick explained that the Planning Commission approved a motion to return the proposed marijuana ordinance to the Township Board "as is," although they may decide to make changes after hearing from the public on May 15<sup>th</sup>.

Lippens said he researched this and found that the Commission may make recommendations for changes if those making and seconding the motion first agree to rescind the motion. He said the action of the Commission

was to affirm their previous recommendation to the Board. Burns said if the Commission makes substantial changes another public hearing would be required.

## TOWNSHIP MANAGER UPDATE

Otto said she would like to see the recommendation regarding Planning, Building, and Zoning services on the next Board agenda for discussion. The Board briefly discussed the pros and cons of using the County for issuing of construction permits.

Regarding the MTA *Townships of Excellence*, Otto said these are good standards, but it is first important to decide what the Board wants for the Township.

## CORRESPONDENCE AND ANNOUNCEMENTS

Chockley announced:

- a special a special Board meeting at 6:15 on May 28<sup>th</sup>
- a Trunkapalooza on May 19<sup>th</sup> from 1:00 to 4:00 P.M. in the Middle School Parking lot.

Beliger:

- noted a citizen expressed concern about some people bringing more than the limit of two dogs to the Bark Park.
- reported that a citizen wrote that she voted in favor of the Statewide marijuana initiative, but has concerns about underage use, addiction, and federal law.

## APPROVAL OF MINUTES

### Minutes of April 9, 2019

Three minor corrections were made.

- **Motion:** Chockley moved, Chick supported, that the minutes of the April 9, 2019, Regular Board Meeting be approved as amended.

**Motion carried 7—0 on a voice vote.**

### Minutes of April 23, 2019

Seven corrections were made.

- **Motion:** Chockley moved, Manley supported, that the minutes of the April 23, 2019, Regular Board Meeting be approved as amended.

**Motion carried 7—0 on a voice vote.**

## PRESENTATION:

### Livonia Builders Proposal for the North Village

Danny Veri of Livonia Builders said his proposal is to build a variety of home types that serve residents from young families through retirement as was done in a project he worked on in Canton (Cherry Hill Village). He said the plan would be mostly single-family with some townhouses and would include open space in addition to the public beach.

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In answer to questions, Veri said:

- He has to investigate the issue of providing water.
- The open space and park area would be about 25% of the site.
- The plan includes 25-30 parking spaces along Barker Road.
- There will have to be a homeowners association to manage the open space common area.
- Two areas on Main Street will be mixed use, although it is very difficult to have residential above commercial space because of conflicting needs of businesses and residents.
- Washtenaw County requirements for stormwater management are the most stringent in the state, and he is discussing with them the possibility of allowing stormwater that is cleaned on-site to be released into the lake, rather than being required to have stormwater retention (the pond) on site. He said this would open up more space for park.
- He will build the park and beach amenities, but legally the public part of the park and beach has to be maintained by the Township.
- He does not know yet what the amenities in the public and privately-owned park areas will be.
- The plan will change depending on the soils data.
- His proposal is to purchase the property from the Township, but he cannot comment on the price at this point.

Chockley said she was excited to see that the demographics indicate a substantial number of children and noted the properties would be on the tax rolls. Several Board members said the park is very important to the community.

In answer to a question from Zelenock, Lippens said the Township would pay for planning review time until the point the property is sold to the developer. Several Board members expressed concern about the expense to the Township for planning review time and other expenses related to the project.

**ACTION AGENDA ITEMS**

**1.**

**Resolution 19-605:**

**Road Closure Permit for the 4th of July Parade from the Washtenaw County Road Commission**

- ▶ **Motion:** Chockley moved, Beliger supported, to ~~approved~~ approve Resolution 19-605 to appoint the Kiwanis Club of Whitmore Lake to obtain a Road Closure Permit for the Fourth of July Parade from the Washtenaw County Road Commission, and to designate Jacqueline Otto, representative of Kiwanis, to be the authorized official.  
**Motion carried 5—0—2 on a roll call vote, Otto and Zelenock abstaining. Resolution adopted.**

**2.**

**North Village RFQ:  
Livonia Builders**

- ▶ **Motion:** Chockley moved, Otto seconded, to accept Livonia Builders' qualifications as the preferred developer of the North Village and authorize the Board's North Village subcommittee to work with Livonia Builders to prepare a desirable development concept and purchase offer for the Board's consideration.

Otto asked that the motion to remove the reference to the subcommittee because one has not been appointed to work with this developer.

- ▶ **Amended motion:** Chockley moved, Otto supported, to accept Livonia Builders' qualifications as the preferred developer of the North Village.

Zelenock said she would like to know the costs involved. Aynes said this motion would start the process, and at this point the expenses would come from the Planning budget. He said the expenses would partly depend on the process the Board uses to review the proposal. Lippens said if the Board uses a committee, it is reasonable to expect that a proposal could be brought to the Board for a cost of \$300-\$600.

- ▶ **Amendment to Motion:** Zelenock moved, Chick supported, to amend the motion to limit the cost to the Township to \$1,500.

Beliger suggested \$3,000 would be more realistic.

**Amendment to motion carried 6—1 on a roll call vote, Beliger opposed.**

- ▶ **Amended motion:** Chockley moved, Otto supported, to accept Livonia Builders' qualifications as the preferred developer of the North Village, with the planning consultant cost not to exceed \$1,500.  
**Amended motion carried 7—0 on a roll call vote.**

- ▶ **Motion:** Chockley moved, Beliger supported, to authorize the Board's North Village subcommittee to work with Livonia Builders to prepare a desirable development concept and purchase offer for the Board's consideration.

There was discussion about who should serve on the committee. It was agreed that Chick, Chockley, and Beliger would serve, and that Aynes will accept up to three Downtown Development Authority members to serve.

- ▶ **Amended motion:** Chockley moved, Beliger supported, to authorize the Board's North Village subcommittee, consisting of Chick, Chockley, Beliger, Aynes, Burns, and Lippens, with the addition of up to three Downtown Development Authority members, to work with Livonia Builders to prepare a desirable development concept and purchase offer for the Board's consideration.  
**Amended motion carried 7—0 on a roll call vote.**

3.

**Wastewater Treatment Plant Equalization Basin**

- ▶ **Motion:** Otto moved, Chick supported, that the Township move forward with Step 2, retaining an engineering firm, which would be authorized by the Board to start the preparation of preliminary plans and determine the scope of the project and the engineer's estimate of the cost of the project.

There was discussion about the cost of this step and need to follow through before the plans become obsolete. Zelenock said the DEQ told her the Township does not need to consider a basin until the Township is handling 1 million gallons/day, but the current average flow is 700,000 gallons/day. Willis said different engineers and people at the DEQ will give differing opinions, but he believes the basin is needed now,

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

4.

**Road Commission Road Maintenance Contract**

Chockley referred to the revised proposal from the Road Commission.

- ▶ **Motion:** Chockley moved, Manley supported, to accept the 2019 Northfield Township Second Agreement from the Road Commission to provide road improvements 1 through 4 for a total cost to the Township of \$99,700.

The Board discussed the merits of working on the proposed roads versus others that may be worse.

**Chockley withdrew her motion.**

- ▶ **Motion:** Zelenock moved, Chockley supported, we agree to do the Six Mile Road from Dixboro Road to Autumn Drive for \$83,900, as well as the Township-wide limestone for \$19,300, and to spend the remaining matching of \$42,000 on Nollar between North Territorial and Seven Mile with the Road Commission giving an estimate of the cost of that and which area they think is worse.  
**Motion carried 7—0 on a roll call vote.**

5.

**Budget for Police Department, Fire Department, and Wastewater Treatment Plant (WWTP)**

Wagner made comments and answered questions, including:

- The 4% salary increases are reflected in the budget proposal.
- Revenue from the three vehicles he proposes to sell will have to go to the Narcotics Fund because they were purchased with those funds.
- He put funding for unemployment benefits in the budget because two claims have been filed.
- The one bid he has for replacement of the Fire Station #2 roof is well within the funds reserved from the cell tower rental income. This project needs to be done this year and he will give an estimate to the Controller.

- The equipment being funded includes equipment going into cars replacement of expired bullet-proof vests, and the funding comes from narcotics forfeitures.

In answer to a request from Chick concerning Lt. Greene, Wagner reported the court set a settlement hearing for July 29<sup>th</sup> and jury selection for August 2<sup>nd</sup> for the five misdemeanor charges in Washtenaw County.

In answer to questions about the WWTP budget, Aynes said:

- 10% of his salary and benefits is scheduled to be paid from the WWTP budget.
- The \$53,000 listed for the SAW grant represents how much the Township expects to receive in reimbursements for the fiscal year.

Zelenock noted that the salary increases approved by the Board on May 7<sup>th</sup> need to be updated in the proposed budget.

In answer to a question, Willis said due to the recent rains they had 4-5 days of flows over 1.3 million gallons/day and they are still seeing flows of 1 million gallons/day.

In answer to a question from Zelenock, Aynes said ideally the Capital Improvements Program (CIP) and the budget should be approved together, and he expects to have a revised draft of the CIP to the Board for the next meeting.

6.

**Community Center Roofing Repair Bids**

Aynes said the two lowest bidders for asphalt shingle roof replacement were within \$100 of each other, and of the two HomePro, is considered a "platinum" level contractor by the shingle manufacturer, and their bid is \$12,992. There was a brief discussion about whether to install gutter guards.

- ▶ **Motion:** Chockley moved, Otto supported, to award the contract for roofing of the Community Center to HomePro Roofing, for a cost not to exceed \$14,000, including installation of HomePro SureFlo gutter guards and potentially extra ice shield membrane.  
**Motion carried 7—0 on a voice vote.**

7.

**Payment of Open Bills**

- ▶ **Motion:** Chockley moved, Otto supported, to approve Payment of Open Bills (expected check run date 05-15-2019) for a total of \$131,878.36 from all funds in the Municipal Investment Fund (MIF) account.  
**Motion carried 7—0 on a roll call vote.**

8.

**Check Disbursement Report for Paid bills**

- ▶ **Motion:** Chockley moved, Otto supported, to accept Check Disbursement Report for Paid Bills (check date from 04-09-2019 to 05-09-2019) for a total of \$330,402.55 from all funds in the Municipal Investment Fund (MIF) account.  
**Motion carried 7—0 on a voice vote.**

### CONSENT AGENDA

- **Motion:** Chockley moved, Beliger supported, to accept the Consent Agenda reports.  
**Motion carried 7—0 on a voice vote.**

### TRUSTEE/LIAISON REPORTS

*Zoning Board of Appeals.* No comments.

*Planning Commission.*

- **Motion:** Chick moved, Otto supported, that any item that an individual Board member would like to have on a Planning Commission agenda come to the Board first, have a discussion, and the Board vote on whether or not they would like the Planning Commission to consider it.

In answer to a question from Beliger, Burns said directives to the Planning Commission from the Board should be done in the form of a motion.

**Motion carried 7—0 on a voice vote.**

*Parks and Recreation Board.*

Beliger reported that the Committee has gotten a proposal for provision of handicapped portable toilet for the North Village park, and they found a used portable sign. It was noted the sign must comply with the sign ordinance.

*Land Preservation.*

The Board discussed whether letters to owners of property identified potentially for preservation should come from the Township Board, the Manager, or the contractor for the project.

- **Motion:** Beliger moved, Zelenock supported to continue the meeting for up to 15 minutes past 10:00 P.M. **Motion carried 6—1 on a roll call vote, Dockett opposed.**

*Financial/Treasurer.* No comments.

*Supervisor.* No comments.

There was a brief discussion about the duties of the new part-time staff person in the Clerk's office. Manley said she understands that cash receipting is to be done by all staff.

### SECOND CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, made comments about the engineering study for a sewer retention basin and the proposal for the North Village housing development. Stan Wutka, 5985 Leland Drive, commented on the proposed marijuana ordinance and purchase of land in the township for the Ann Arbor greenbelt. Adam Olney commented on the proposed marijuana ordinance, how comments from the public are recorded in meeting minutes, the proposal for North Village development, and appointments to Township boards and commissions.

### BOARD MEMBER COMMENTS

Comments included:

- Dockett said he has still not been given a report on how much was spent in Township funds on the RFP for the North Village.
- The fund balance looks good.
- Chockley will put discussion of the legal opinion regarding the Greenbelt program on the next agenda.
- Kiwanis is holding their rummage sale every Thursday through Saturday until the end of March.
- Poll workers will be needed for the August 6<sup>th</sup> election; anyone interested should contact the Clerk.

### ADJOURNMENT

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

The meeting adjourned at 10:26 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 May 28, 2019.

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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/)