

**NORTHFIELD TOWNSHIP**  
**Township Board**  
**Minutes**  
**June 25, 2013**

**CALL TO ORDER**

The meeting was called to order at 7:00 P.M. by Trustee Otto at 8350 Main Street.

- ▶ **Motion:** Chick moved, Thomas supported, that Jacki Otto moderate the meeting.  
**Motion carried 5—0 on a roll call vote.**

**PLEDGE/INVOCATION**

Trustee Otto led those present in the Pledge of Allegiance. Otto provided a prayer in honor of Firefighter Jamie Jose and his family and friends.

**ROLL CALL**

Marilyn Engstrom, Supervisor	Absent with notice
Shelle Manning, Clerk	Absent with notice
Kathy Braun, Treasurer	Present
Wayne Dockett, Trustee	Present
Janet Chick, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present

Also present:

Township Manager Howard Fink  
Public Safety Director William Wagner  
Recording Secretary Lisa Lemble  
Members of the community

**CONSENT AGENDA:**

- **Minutes**
- **Bills**
- **Other**

Dockett asked that the Bills be pulled for discussion. These were added as item 9.

- ▶ **Motion:** Thomas moved, Chick supported, that the other items in the consent agenda be approved as presented. **Motion carried 5—0 on a voice vote.**

**ADOPT BALANCE OF AGENDA**

Otto noted that reports from the Manager and a financial report had already been presented this month, but asked that a County report be added. Dockett asked that the *Termination of Assistant to Assessor* be removed until the *Assessor Supervisor* can be present.

- ▶ **Motion:** Thomas moved, Chick supported, that the balance of the agenda be adopted as amended.  
**Motion carried 5—0 on a voice vote.**

**FIRST CALL TO THE PUBLIC**

Members of the public called asked for the Board to help secure repaving of North Territorial Road and expand high-speed internet service in the Township.

**REPORTS**

*County Bond Proposal.* The Board discussed a proposal for a bond to cover unfunded liabilities which the County Board of Commissioners is considering. Commissioner Dan Smith provided information and asked for input from the Township Board.

*Zoning Board of Appeals.* Did not meet this month.

*Planning Commission.* Chick reported that the Commission held public hearings on three zoning ordinance amendments and recommended approval of a site plan request from RheTech.

**BUSINESS ITEMS**

**1.**  
**2012-2013 Budget Amendments**

Fink referred to some final amendments to the budget, and answered questions about bond refinancing is saving \$15,000 in principal payments and the budget amendment process.

- ▶ **Motion:** Thomas moved, Chick supported, that Amendment #2 to the 2012-2013 Northfield Township budget be approved as presented in the memo dated June 25, 2013, from Rick Yaeger to the Township Board. **Motion carried 4—1 on a voice vote, Dockett opposed.**

**2.**  
**2013-2014 Budget Hearing and  
General Appropriations Resolution**

Fink referred to the proposed budget and his memo. He recommended adopting the budget by activities (departments) rather than by line item and discussed the implications of doing so with the Board.

- ▶ **Motion:** Thomas moved, Otto supported, that the public hearing on the 2013-2014 Budget be opened. **Motion carried 4—1 on a voice vote, Dockett opposed.**

Mary Devlin, 9211 Brookside, said from Fink's explanation she understands that department heads will be given more responsibility and accountability and that is what is needed.

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Dockett said he did not understand the motion when he voted against opening the public hearing.

- ▶ **Motion:** Thomas moved, Chick supported, that the public hearing on the 2013-2014 Budget be closed. **Motion carried 5—0 on a voice vote.**
- ▶ **Motion:** Otto moved, Thomas supported, to adopt the *Northfield Township General Appropriations Act Resolution* to establish a general appropriations act for Northfield Township; to define the powers and duties of the Northfield Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution. **Motion carried 4—1 on a roll call vote, Dockett opposed.**

**3.  
Proposed 2013 Millage Rates**

Fink said this is simply a matter of setting millages by reference. Dockett asked if these are the highest rates allowed by law. Fink said theoretically the Board could set lower rates.

- ▶ **Motion:** Thomas moved, Chick supported, that the *Proposed 2013 Millage Rates* be accepted by resolution form. **Motion carried 5—0 on a voice vote.**

**4.  
Liability Insurance Contract Annual Renewal**

Melissa Skiendziel referred to her memo regarding the Michigan Township Participating Plan, provided information about available grants, recommended increasing the deductible to lower the premium, and said the policy will be put out to bid next year.

- ▶ **Motion:** Thomas moved, Chick supported, approval of renewal of the Liability Insurance Contract for the upcoming year with the notation that the deductible will be raised to \$5,000 which will save the Township money as set forth in the report. **Motion carried 5—0 on a voice vote.**

**5.  
Termination of Assistant to Assessor**

Removed from the agenda.

**6.  
Changing Investment Advisors,  
and Update on FDIC/Collateralization**

Fink recalled that the Board discussed this previously. He noted that market changes have led him to believe the Township should move to a more conservative approach.

Rob Grimaldi of PNC Bank provided information about the bank, and reported that he and Braun looked at options for increasing yield with minimizing risk and using short-term investment vehicles to allow funds to be reinvested when yields rise in the future. The Board discussed investment options and strategies and the pros and cons of moving the Township's funds.

- ▶ **Motion:** Thomas moved, Otto supported, that Braun and Fink be authorized to sell the Township's existing assets with Multi-Bank investment portfolio and that Braun and Fink use their best judgment about how and when to do that. **Motion carried 5—0 on a voice vote.**
- ▶ **Motion:** Thomas moved, Chick supported, that the recommendation of Howard Fink, Township Manager, and Kathy Braun, Township Treasurer, to engage PNC Bank to be the Township's investment portfolio adviser be accepted. **Motion carried 5—0 on a voice vote.**

**7.  
Huron Valley Ambulance Contract**

Public Safety Director Wagner referred to the proposal from Emergent Health Partners, fka Huron Valley Ambulance, and said he is happy with the contract.

- ▶ **Motion:** Otto moved, Chick supported, that Fire Dispatching Service Agreement between Northfield Township and Emergent Health Partners be approved as presented, authorizing Shelle Manning, Township Clerk, to sign the agreement covering the period 7/1/2013 through 6/30/2015. **Motion carried 5—0 on a voice vote.**

**8.  
St. Patrick Church Civic Event Permit Application**

- ▶ **Motion:** Thomas moved, Braun supported, that the Civic Event Permit Application for St. Patrick Church be approved. **Motion carried 5—0 on a voice vote.**

**9.  
Bills**

Fink and Wagner answered questions from Dockett about several expenditures.

- ▶ **Motion:** Thomas moved, Chick supported, that the bills be accepted as presented. **Motion carried 5—0 on a voice vote.**

**SECOND CALL TO THE PUBLIC**

No comments.

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**BOARD MEMBER COMMENTS**

Board members made comments about the Barker Road non-motorized pathway, the speed warning sign rental cost, and support of local businesses.

Wagner announced the visitation and funeral schedule for Northfield Township Firefighter Jamie Jose who died in a plane crash on June 21<sup>st</sup>, and he noted that donations made be made at PNC Bank to a memorial scholarship fund for Jose's children.

Dockett said he would like the Township attorney to issue a letter providing advice as to what the Board should do about the cloud on the title to property on Main Street that the Township owns.

**ADJOURNMENT**

- ▶ **Motion:** Chick moved, Otto supported, that the meeting be adjourned.  
**Motion carried 5—0 on a voice vote.**

The meeting adjourned at 9:55 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 July 9, 2013.

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Michele K. Manning, Clerk

Official minutes of all meetings, as well as expanded notes, are available on the Township's website at [http://twp.northfield.mi.us/boards/twp\\_board](http://twp.northfield.mi.us/boards/twp_board)