

NORTHFIELD TOWNSHIP
Township Board
Minutes
July 10, 2018

CALL TO ORDER

The meeting was called to order at 7:06 P.M. by Supervisor Chockley at 8350 Main Street.

INVOCATION/PLEDGE

Trustee Otto 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 Tammy Averill
Township Manager Steven Aynes
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, Jaime Howe, 426 East Shore Drive, David Gordon, 5558 Hellner Road, Andy Lakatos, 9249 Lakewood, Nancy Reichenback, 11167 Julia Drive, Ann Zinn, 11451 Fairlane Drive, Green Oak Township, Mary Collins, 254 East Shore Drive, Grace Ward, 11789 Julia, made comments about proposed budget changes, light poles installed in a wetlands buffer area, lack of information about agenda items, the proposal submitted for North Village Park, use of 75 Barker Road or some other location for the Kiwanis thrift store, and the sewer plant and future development in the Township.

BOARD MEMBER REMARKS

Board members made comments about lack of development in the Township, Kiwanis use of 75 Barker Road, the 4th of July Parade, budget issues on the agenda, lack of code enforcement officer, scoring of the North Village Park proposal, and sewer plant improvements.

CORRESPONDENCE AND ANNOUNCEMENTS

It was noted that the *Scoring Criteria for North Village Development Proposals* was included in the Board packet as was a letter from Sergeant Davidson who is leaving the Township. Zelenock thanked Davidson for his service.

It was announced that the Whitmore Lake Chamber of Commerce will be holding a Goofy Golf scholarship fundraiser on September 18th.

ADOPT CONSENT AGENDA

Board members discussed bills and the Public Safety, North Village Expenditures, and Zoning Compliance reports.

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

ADOPT BALANCE OF AGENDA

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

REPORTS/UPDATES

ZBA. The July meeting was canceled.

Planning Commission. The next meeting is tomorrow.

Parks and Recreation. The next meeting will be July 19th. Their web page document has been completed.

Land Preservation. The next meeting will be ~~the~~ Thursday.

Financial/Treasurer/Fund Balance. Zelenock reviewed the reports including formatting changes.

Supervisor. Chockley briefly answered questions.

Manager. Aynes provided an update on options for repairing the footbridge in the Barker Road path and for filling the receptionist vacancy. It was agreed the Township Manager will proceed with footbridge repairs up to his spending authorization level of \$5,000.

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AGENDA ITEMS

1.

**Civic Event Application:
Old St. Patrick Catholic Church Chicken Run**

- ▶ **Motion:** Chockley moved, Otto supported, to accept the Civic Event Application for the Old St. Patrick Catholic Church Chicken Run at 5671 Whitmore Lake Road for Saturday, September 15, 2018.

Dockett asked that the Board reconsider its decision about waiving fees for non-profits. After a brief discussion it was agreed to add a discussion of the fee issue to the next Board agenda. Dockett said he will not support this because of the lack of policy about waiving of fees.

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

2.

**Resolution 18-593: Road Closure for
Old St. Patrick Catholic Church Chicken Run**

- ▶ **Motion:** Chockley moved, Chick supported, that the Northfield Township Board of Trustees approves the temporary road closure for Northfield Church Road between Whitmore Lake Road and Hellner Road on Saturday, September 15, 2018, for a Chicken Run from 6:00 A.M. to Noon, and designate Janine Jahant as representative of Old St. Pat's to deal with the Road Commission. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

3.

**Civic Event Application:
Whitmore Lake Public School Homecoming Parade**

- ▶ **Motion:** Chockley moved, Beliger supported, to approve the Civic Event Application of the Whitmore Lake High School Student Council for the Homecoming Parade on Friday, September 28, 2018.

Dockett said he will vote no because he does not believe there should be ~~difference~~ different fees for different applicants, and he will not support the motion because of a lack of policy about ~~waiting~~ waiving of fees. He said he does not like to pick and choose when it comes to waiving fees for non-profits.

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

4.

**Resolution 18-592: Road Closure for
Whitmore Lake Public School Homecoming Parade**

- ▶ **Motion:** Chockley moved, Otto supported, to approve Resolution 18-592 for the temporary closure of Main Street between Barker Road and the Public Safety Building as requested by the Whitmore Lake Student Council on Friday, September 28, 2018, from 3:45 P.M. to 4:45 P.M., and designate Kris Klump as representative to deal with the Road Commission. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

5.

**Authorization for Bid for Installation of
Wastewater Meter for Public Safety Building**

- ▶ **Motion:** Chockley moved, Otto supported, to authorize installation of a water meter in the basement of the Public Safety Building at a cost not to exceed \$2,200.

Dan Willis, Wastewater Treatment Plant Superintendent, reported that he had received two additional bids for \$1,600 and \$1,700, and he recommended going with the \$1,600 bid.

Motion carried 7—0 on a roll call vote.

6.

Hiring of Part-Time Police Officers

- ▶ **Motion:** Chick moved, Otto supported, to hire Adam Tardif as a Part-Time Police Officer starting at \$16.71/hour. Once training is complete he will be at \$23.79/hour. **Motion carried 7—0 on a voice vote.**
- ▶ **Motion:** Chick moved, Beliger supported, to hire Andrea McKahan as a Part-Time Police Officer starting at \$16.71/hour, contingent upon background check and physical. **Motion carried 7—0 on a voice vote.**

7.

Employee Salary Increases

- ▶ **Motion:** Otto moved, Beliger supported, to have a 2% wage increase for non-union employees.

In answer to questions, Aynes said this affects only five people at the WWTP and four people in the office. Dockett and Beliger asked what the specific cost would be.

Otto withdrew her motion.

Aynes noted he has completed performance reviews of the five employees under his supervision. It was agreed to discuss this at the next meeting.

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8.

System Development Charge (Connection Fee) and Quarterly Wastewater Treatment Fee Increase

a. *System Development Charge.* Chockley noted the memo from her and Aynes recommends only the baseline increases, and does not address the issue of a Wastewater Treatment Plant (WWTP) retention basin.

- ▶ **Motion:** Chockley moved, Beliger supported, to set the system development charge to \$6,255/connection for FY2018-19.

In answer to questions, Willis said these fees represent the developer buying into the system. Otto recommended that rate increases for future years also be included in the motion.

- ▶ **Amendment to motion:** Otto moved, Chick supported, to amend the motion to include the increases through FY2022-2023 as outlined in the Tetra Tech letter of March 19, 2018.

Zelenock said she will not vote for this because the more concise report she requested about the increases and the services provided to inform the public has not been provided. ~~Zelenock said she will not vote for this because the more concise report she requested about the increases and the services provided to inform the public has not been provided.~~

Amendment to motion carried 5—2 on a voice vote, Zelenock and Dockett opposed.

- ▶ **Amended motion:** Chockley moved, Beliger supported, to set the system development charge to ~~\$6,255/connection for FY2018-19, and to include the increases through FY2022-2023 as follows:~~

FY2018-19	\$6,255
FY2019-20	\$6,265
FY 2020-21	\$6,276
FY 2021-22	\$6,286
FY 2022-23	\$6,286

as outlined in the Tetra Tech letter of March 19, 2018.

Amended motion carried 5—2 on a roll call vote, Zelenock and Dockett opposed.

▶

b. *Quarterly Wastewater Treatment Fee Increase.*

- ▶ **Motion:** Chockley moved, Beliger supported, to increase the quarterly wastewater treatment fee to \$87/quarter and the metered rate to \$5.80/1,000 gallons.

Zelenock said she will not vote for this because the more concise report she requested to summarize the seven page report to explain the increases and the services provided

in the interest of transparency to the public has not been prepared.

Chockley explained her motion does not include future year increases because the Board has not made a decision about wastewater treatment plant improvements. Otto said the Board has been sitting on that decision for many years and the issue must be addressed as soon as possible. The Board discussed what information each Board member needs to make a decision on this issue. It was agreed to discuss this at the next meeting.

Chockley withdrew her motion.

9.

Security Agreement for First National Bank

- ▶ **Motion:** Zelenock moved, Chockley supported, to authorize the Treasurer to sign the security agreement between First National Bank in Howell and the Township.

Zelenock explained this is the same agreement signed on March 27th, but for the extended period of July 1 through September 30, 2018.

[Dockett left the room].

Motion carried 6—0 on a roll call vote.

10.

DDA Member Resignation and Appointment to Fill Remainder of Term

- ▶ **Motion:** Chockley moved, Zelenock supported, to appoint Jeni Olney to fill out the remainder of the term through June 30, 2019, which is being vacated by David Ely.

In answer to a question from Beliger, Chockley said she chose Olney over other candidates based on her considerable past involvement in the Township.

[Dockett returned].

Motion carried 5—2 on a roll call vote, Beliger and Dockett opposed.

11.

Code Enforcement Officer Recommendation

Aynes noted there is an enforcement backlog due to the resignation of the code enforcement officer. He said because of threats made to prior code enforcement employees he recommends using a uniformed officer with radio communications, preferably someone who is or has been uniformed officer. He said Wagner recommends a different color uniform be used.

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Aynes said he also recommends provision of a Township vehicle for the safety of the officer, and said a Police Department vehicle is available for this year.

- ▶ **Motion:** Zelenock moved, Chick supported, to hire a code enforcement officer at the rate of \$25/hour for up to 20 hours/week.

Board members discussed possibly paying a higher rate and/or adding hours, what the cost of the vehicle will be, paying the officer mileage rather than providing a car, the calls from residents for enforcement, the steps involved in enforcement activity, whether the officer should be armed, and why the people who made threats were not prosecuted.

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

DISCUSSION ITEM

1.

Budget Issues Raised by Trustees

Board members and Aynes briefly discussed how to get estimates for the costs of getting an appraisal and an evaluation of the condition of 75 Barker Road and the need for additional Township office space.

It was agreed that Board members will give their comments to Aynes about items on the list that they do or do not want in the budget, or that they want to explore.

APPROVAL OF MINUTES

Special Meeting of June 26, 2018

Dockett made one change.

- ▶ **Motion:** Zelenock moved, Otto supported, that the minutes of the Township Board Special Meeting of June 26, 2018, be approved as amended.
Motion carried 7—0 on a voice vote

Regular Meeting of June 26, 2018

A motion was corrected.

- ▶ **Motion:** Chockley moved, Otto supported, that the minutes of the Township Board Regular Meeting of June 26, 2018, be approved as amended.
Motion carried 7—0 on a voice vote.

SECOND CALL TO THE PUBLIC

George Brown, 7868 Shady Beach, David Gibbons, 8985 Garfield Drive, and David Gordon, 5558 Hellner Road, and Jaime Howe, 426 East Shore Drive, made comments about use of 75 Barker Road by Kiwanis, growth in the Township, how agenda items are handled, Township employee pay raises, wetlands protection, sewage plant improvements, and how code enforcement is done.

BOARD MEMBER COMMENTS

Board members made comments about how to get beyond the false perception that the Township is opposed to development, the urgent need for volunteers and funds for the 4th of July Fireworks Committee, the need to clarify the issue of fees for non-profits, enforcement of ordinances, including the wetlands buffer regulation, the order of agenda items, and sewage plant improvements.

They also thanked the public and Kiwanis members for speaking at the meeting, urged support of local businesses, and noted the primary election is August 7th and absentee ballots are available. Chockley noted the July 24th agenda will include the personnel handbook and a short presentation by the Huron River Watershed Council. In answer to a question from Beliger about millage funds that will be returned to the Township by the County, Burns said they are waiting for information about this.

ADJOURNMENT

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

The meeting adjourned at 10:34 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 July 24, 2018.

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/