

NORTHFIELD TOWNSHIP
Township Board
Minutes
July 11, 2017

CALL TO ORDER

The meeting was called to order at 7:05 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	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
Controller Yvette Patrick
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes and Bills**
- **Reports (Department Head/Building)**

At Dockett's request Bills and Minutes were pulled for discussion as Items 20 and 21.

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

ADOPT BALANCE OF AGENDA

- ▶ **Motion:** Chockley moved that the agenda be amended to moved Item 13 to the top of the agenda. **Zelenock called for a roll call vote. Motion carried 6—1 on a roll call vote, Zelenock opposed.**
- ▶ **Motion:** Beliger moved, Dockett supported, that the agenda be amended to moved Items 7 and 8 to precede Items 6. **Zelenock called for a roll call vote. Motion failed 2—5 on a roll call vote, Manley, Chick, Otto, Zelenock, and Chockley opposed.**

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, Julia Henshaw, 4681 Six Mile Road, David Perry, 9411 Earhart Road, Ellen Dennis, 3901 Six Mile Road, David Gordon, 5558 Hellner Road, and Jim Lowe, 7172 Spencer, commented on the July 4th Fireworks and Parade, personal attacks on some Board members, funding of various budget items, the Land Preservation Committee (purpose, funding and appointments),

environmental protection, and the Township Manager position.

BOARD MEMBER CLARIFICATIONS

Board members commented on environmental protection, land preservation, taxation, the Township Manager duties, 4th of July celebrations, new tax bills, and budget allocations.

CORRESPONDENCE AND ANNOUNCEMENTS

Board members announced the County Commission meeting on July 12th and a coffee hour with State Rep. Donna Lasinski on July 13th, and provided additional names of residents interested in appointments to various committees.

REPORTS

Zoning Board of Appeals. No meetings in June or July.

Planning Commission. Has not met.

Parks and Recreation. Did not meet, but volunteers are interested in installing a temporary path in a park.

Land Preservation Committee. Will meet July 13th.

Financial and Supervisor Reports. Board members said the Barker Road Non-Motorized Path is beautiful, and said the July 25th agenda will include a sewer flow monitoring report, sewer rate study, and information about planning for the downtown park.

Controller. Yvette Patrick provided information about budgeting requirements, noted separate funds can be set up for Barker Road rentals and Fire Station #2 cell tower income, and commented on tracking paid time off.

- ▶ **Motion:** Zelenock moved, Dockett supported, that a rental property fund be established in the Township budget. **Motion carried 7—0 on a voice vote.**
- ▶ **Motion:** Zelenock moved, Otto supported, that a fund be established in the Township budget for Fire Station #2 income. **Motion carried 7—0 on a voice vote.**
- ▶ **Motion:** Zelenock moved, Chick supported, that the Board be provided with a liability report for paid time off within 60 days.
Motion carried 7—0 on a voice vote.

AGENDA ITEMS

0.

**Air Conditioner Replacement Bids
for Wastewater Treatment Plant**

- ▶ **Motion:** Chockley moved, Beliger supported, to approve the purchase of new air conditioning system from Design Comfort Co, Inc. for \$11,750.
Motion carried 7—0 on a voice vote.

Chockley called a five minutes recess.

**1.
Request to Hire Brendon Daoust
as a Non-Paid Police Department Intern**

Removed from the agenda as Daoust is no longer interested.

**2.
Request to Pay Police Reserve Officers
for Reimbursable Events**

- ▶ **Motion:** Chick moved, Otto supported, to pay Police Reserve Officers \$14/hour for events the Township is reimbursed for.

Wagner explained these officers previously were not paid, the cost will be paid by the groups receiving service, and the only other cost for them is uniforms.

Dockett called for a roll call vote. Motion carried 7—0 on a roll call vote.

Wagner answered questions from Board members about his June Fire and Police reports, and noted Northfield Township Police were involved in a large heroin bust this week.

**3.
Request to Hire Paid-on-Call
Assistant Fire Chief Steven Lowe**

- ▶ **Motion:** Chockley moved, Otto supported, that Steven Lowe be hired as a Paid-on-Call Assistant Fire Chief contingent upon physical and background check.

In answer to questions, Wagner said the rate of pay will be \$20/hour and other costs will include uniforms and liability insurance.

Motion carried 7—0 on a voice vote.

**4.
Request to Purchase Fire Truck**

- ▶ **Motion:** Chockley moved, Chick supported, that purchase of a fire truck be tabled until after the August election. **Motion carried 7—0 on a voice vote.**

**5.
Request for Wage Increase
for Non-Union Employees**

- ▶ **Motion:** Chockley moved, Chick supported, that wage increases be approved for Sue Hamilton, Angela Bennett, and William Wagner as outlined in Chief Wagner's memo of July 11, 2017, to be effective July 1, 2017.

Board members made comments in support of and in opposition to the increase for Chief Wagner.

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

**6.
Staff Raises**

Chockley recommended undertaking a salary study.

- ▶ **Motion:** Chockley moved, Zelenock supported, to approve a 6% salary increase for Tami Averill, Mary Bird, Jennifer Carlisle, Cristina Wilson, and Dawn Samfilippo, effective July 1, 2017.

Board members expressed concerns about the fund balance and other funding needs and amounts of proposed increases for individual employees, and made comments about the value and dedication of the staff.

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

- ▶ **Motion:** Chockley moved, Zelenock supported, to approve a 3% salary increase for Wastewater Treatment Plant staff, including Superintendent Dan Willis, effective July 1, 2017. **Motion carried 6—1 on a voice vote, Dockett opposed.**

**7.
Budget Amendment #1 and Resolution**

Chockley explained that this amendment is not necessary due to the Board approving salary increases earlier in the meeting.

- ▶ **Motion:** Chockley moved, Manley supported, that this item be removed from the agenda. **Motion carried 7—0 on a voice vote.**

**8.
Budget Amendment #2 and Resolution #17-569**

Chockley explained this would remove funding for People's Express, the Land Preservation Committee, Planning and Zoning meetings, and Parks & Recreation supplies and maintenance.

Board members spoke in favor and in opposition individual line items. Zelenock declared a conflict of interest due to her service with People's Express.

- ▶ **Motion:** Chick moved, Chockley supported, to approve Northfield Township Budget Amendment #2 as presented in the packets with the exception of providing \$500 for the Parks & Recreation Board for park maintenance. **Motion failed 1—5—1 on a roll call vote, Beliger, Otto, Dockett, Chockley, and Manley opposed, and Zelenock abstaining.**

- ▶ **Motion:** Beliger moved, Dockett supported, to approve Northfield Township Budget Amendment #2 as presented in the packets. **Motion carried 4—2—1 on a roll call vote, Chockley and Manley opposed and Zelenock abstaining. Resolution adopted.**

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**9.
Township Manager Employment Contract**

- ▶ **Motion:** Chockley moved, Otto supported, to approve the Township Manager Employment Contract distributed in the Board packet.

The Board briefly discussed the salary provision.

Motion carried 7—0 on a voice vote.

- ▶ **Motion:** Chockley moved, Otto supported, that the Township labor attorney finalize the Township Manager contract as approved, send the contract to Steven Aynes, and begin negotiations pending receipt of positive background check.

The Board discussed personal time off provisions and insurance.

Motion carried 4—3 on a roll call vote, Chockley, Manley, and Zelenock opposed.

**10.
Gas Customer Choice Contract
with Constellation NewEnergy**

Chockley explained the Township has been on a month-to-month agreement with Constellation NewEnergy since the last contract expired, but gas costs have been historically low, and for 12 of the last 15 months the Consumers Energy rate has been lower. She recommended extending for one more month to allow for additional analysis.

- ▶ **Motion:** Chockley moved, Zelenock supported, to authorize the Supervisor to enter into a one month contract with Constellation NewEnergy for natural gas supply at a rate not to exceed \$3.75 per 1,000 cubic feet. **Motion carried 6—1 on a voice vote, Dockett not present.**

**11.
Amendment to Urban County
Cooperative Agreement**

- ▶ **Motion:** Chockley moved, Zelenock supported, to approve the amendment and authorize the Supervisor to sign the Cooperative Agreement with Washtenaw Urban County.

Board members provided a history of this agreement, noted benefits received from it, and spoke for and against being a party to it.

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

**12.
7725 Shady Beach
Property Maintenance Code Violation**

Attorney Burns reported that the owner of this property has not responded to any communications from the Township about this property, including refusing a certified letter. He said the only remaining option is to file suit.

- ▶ **Motion:** Chockley moved, Manley supported, to authorize the Township attorney to file an enforcement lawsuit in the Washtenaw County Circuit Court to compel the owner of 7725 Shady Beach to comply with Township ordinances. **Chockley requested a roll call vote. Motion carried 7—0 on a voice vote, Dockett and Beliger opposed.**

**13.
Air Conditioner Replacement Bids
for Wastewater Treatment Plant**

Moved to the top of the agenda.

**14.
Board Meeting Date Changes for August**

- ▶ **Motion:** Chockley moved, Otto supported, to move August Board meeting dates to the 15th and 29th due to the scheduled August 8th election.

There was discussion about changing only the first meeting or canceling the second meeting.

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

**15.
Appointments**

a. Downtown Development Authority

- ▶ **Motion:** Chockley moved, Chick supported, that Denise Kabisch and Jack Secrist be appointed to the Downtown Development Authority for four year terms expiring June 30, 2021; and that Anne Iaquinto be appointed to the Downtown Development Authority for a three year term expiring June 30, 2020. **Motion carried 7—0 on a voice vote.**

b. Land Preservation Committee

- ▶ **Motion:** Chockley moved, Manley supported, to appoint Lenore Zelenock as the Township Board representative to the Land Preservation Committee. **Beliger requested a roll call vote. Motion carried 6—1 on a roll call vote, Beliger opposed.**

Chockley noted Andy Lakatos had turned in his application to serve earlier in the evening. Lakatos briefly provided his qualifications and explained his interest.

- ▶ **Motion:** Manley moved, Zelenock supported, to appoint David Gordon to the Land Preservation Committee. **Chockley requested a roll call vote. Motion failed 3—4 on a voice vote, Chick, Otto, Beliger, and Dockett, opposed.**

- ▶ **Motion:** Chockley moved, Chick supported, to appoint Andy Lakatos to the Land Preservation Committee. **Chockley requested a roll call vote. Motion carried 4—3 on a voice vote, Beliger, Manley, and Zelenock, opposed.**

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c. Board of Review

- ▶ **Motion:** Chockley moved, Chick supported, that Dan Smith be appointed to serve as an alternate on the Board of Review for the unexpired term of the last appointment. **Motion carried 7—0 on a voice vote.**

**16.
Zoning Ordinance Amendment #17-54
to Revise Application and Fee Requirements**

- ▶ **Motion:** Zelenock moved, Chick supported, to accept an Ordinance of the Board of Trustees of Northfield Township, Michigan to Amend the Northfield Township Land Division Ordinance by Revising the Application and Fee Requirements. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

**17.
Zoning Ordinance Amendment #17-55
to Adopt the Whitmore Lake/Horseshoe Lake
Overlay District on the Official Zoning Map,
Revise the Sign Posting Requirements, and
Add Provision for Little Free Library Book Stands**

- ▶ **Motion:** Chockley moved, Beliger supported, to approved ordinance 17-_____ by adopting the Whitmore Lake/Horseshoe Lake Overlay District on the Official Zoning Map, Revising the Sign Posting Requirements, and Adding Provision for Little Free Library Book Stands.

Board members explained these relatively minor changes to the zoning ordinance.

Motion carried 7—0 on a roll call vote. Resolution adopted.

**18.
Civic Event Application
for Whitmore Lake Homecoming Parade**

- ▶ **Motion:** Chockley moved, Zelenock supported, to approve the Civic Event Application for Whitmore Lake Homecoming Parade on Friday, September 22, 2017. **Motion carried 7—0 on a voice vote.**

**19.
Resolution for road Closure
for Whitmore Lake Homecoming Parade**

- ▶ **Motion:** Chockley moved, Otto supported, to adopt Resolution 17-568 regarding temporary road closure as requested by the Whitmore Lake Student Council. **Motion carried 7—0 on a voice vote.**

**20.
Minutes**

Zelenock made two minor corrections.

- ▶ **Motion:** Chockley moved, Otto supported, to adopt the minutes of June 13 and June 27, 2017, minutes as amended. **Motion carried 7—0 on a voice vote.**

**21.
Bills**

Chockley answered several questions from Dockett.

- ▶ **Motion:** Chockley moved, Zelenock supported, to adopt the open bills as presented. **Motion carried 7—0 on a roll call vote.**

SECOND CALL TO THE PUBLIC

David Gordon made comments about a variety of topics including the hiring of a Township Manager, attorney fees, and his application to serve on the Land Preservation Committee. Maurice Warner, 7551 Nollar Road, asked about protecting Connor Creek and several other topics.

BOARD MEMBER COMMENTS

The Board made comments about how to improve processing of requests and inquiries from the public, how members of the public can make donations to the Township to support projects they like rather than being taxed, the need to increase the fund balance, the success of last week's ice cream social, the great job done by Police and Fire for 4th of July events, potential uses for 75 Barker Road, the possibility of park grant funding from Kiwanis, the joint DDA and Downtown Planning Group meeting on July 24th, hiring of a Township Manager, opportunities for North Village grants, handling budget requests, supporting local businesses, and potential interest in the Leland property.

They also thanked those who were willing to serve on Township boards and committees.

ADJOURNMENT

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

The meeting adjourned at 10:45 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 _____, 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/