

**NORTHFIELD TOWNSHIP
Township Board
Minutes
September 12, 2017**

CALL TO ORDER

The meeting was called to order at 7:05 P.M. by Supervisor Chockley at 8350 Main Street.

INVOCATION/PLEDGE

Dockett provided a brief invocation and Supervisor Chockley 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
Township Manager Steven Aynes
Township Attorney Bradford Maynes
Recording Secretary Lisa Lemble
Members of the community

**CONSENT AGENDA &
ADOPT BALANCE OF AGENDA**

- **Minutes**
- **Department Head Reports**
- **Zoning Administration Report**

Dockett asked that minutes and the Community Center report be pulled for discussion.

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

FIRST CALL TO THE PUBLIC

Chad Marchant, 440 Barker Road, Jack Seacrist, 7140 Nollar Road, and David Gibbons, 8985 Garfield, made comments about a variety of issues including a recent notice of code violation, the North Village project, construction traffic, and allowing medical marijuana businesses in the Township.

BOARD MEMBER COMMENTS

Board members referred to the donation report, suggested extended office hours one evening per week, and commented on difficulties starting a business in the Township, tax payments, using CDC grant money, and the permit process for development.

CORRESPONDENCE AND ANNOUNCEMENTS

A board member referred to a letter from a resident about DTE installing a new meter and suggested a Board response.

MINUTES

Board members made one correction to the August 15, 2017, minutes and two corrections to the August 29, 2017, minutes.

- ▶ **Motion:** Chockley moved, Chick supported, that the minutes of August 15, 2017, and August 29, 2017, regular sessions be approved as corrected and to dispense with the reading.
Motion carried 7—0 on a voice vote.

REPORTS

Community Center. The cost and benefits of putting on outdoor movies was discussed.

ZBA. Otto reported a side yard setback variance was approved for the Bobberdown Restaurant, and noted the next meeting will be held on September 18th.

Parks & Recreation Commission. Beliger provided a brief report on the August 17th meeting.

Planning Commission. Chick reported sign ordinance amendments were discussed on September 6th.

Land Preservation Committee. Zelenock reported the committee will be meeting this week and are working on by-laws and a presentation to the Board.

Financial/Treasurer. Zelenock reviewed the written Property Tax Information Overview included in the Board packet. Board members made suggestions for how to present this information to the public and asked about the fund balance.

Supervisor and Manager. Chockley and Aynes referred to the written reports and answered questions.

PRESENTATIONS

1.

North Village Developer Solicitation Process

Paul Lippens, McKenna Associates, distributed a generalized drawing of the “synthesis plan” previously discussed by the Board and Planning Commission for a combination of public and private development of the former Van Curler property. He noted he has also been working on a downtown development plan with the Downtown Development Authority, and said the current schedule is to discuss that plan, the developer solicitation process, and a draft Request for Proposals (RFP) at a joint meeting of the Board and Planning Commission in October. He referred to McKenna’s proposal for this work.

Board members discussed planning consultant fees, what constitutes an RFP and what is involved in preparing it, and effect on sewer capacity.

- ▶ **Motion:** Otto moved, Chick supported, that the Board direct McKenna to draft for review and approval by the Board the Request for Proposal to solicit for developers for the North Village site.

The Board, Lippens, and Aynes discussed options, cost, timing of the process, and whether it is correct to take action on a presentation item. Aynes explained this process may get several proposals or none, and the Board is making no commitment for use of the property at this point.

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

2.

Proposal to Update the Northfield Township Master Plan

Planning consultant Paul Lippens recounted recent discussions about updating the Master Plan and said advantages to doing this include incorporating the downtown development plan and North Village plan, as well as preservation and sustainability issues throughout the Township. He said it is an important document, but for fiscal planning purposes starting the work could be delayed until 2018 to allow the cost to be split between two budget years.

AGENDA ITEMS

1.

Wastewater Treatment Plan (WWTP) Request to Replace Aeration Piping

WWTP Superintendent Dan Willis answered questions about materials and warranty.

- ▶ **Motion:** Zelenock moved, Beliger supported, to accept the bid of \$20,500 from Professional Thermal Systems to replace the air piping in the aeration tanks as requested by the Wastewater Treatment Plant.

Willis answered questions about the wide range of bids, noting the low bid is about the cost he expected, and confirmed that funds are available for the project.

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

2.

Request to Sell AED to Library

- ▶ **Motion:** Otto moved, Beliger supported, to approve the sale of an AED to the Library for \$200.

In answer to questions, Wagner said the Township is getting three new AEDs and an automatic CPR device, and the AED being sold cost about \$5,000, but is becoming obsolete.

Chockley requested a roll call vote. Motion carried 7—0 on a roll call vote.

3.

Request to Sell Various Pieces of Equipment at Chelsea Municipal Auction

- ▶ **Motion:** Beliger moved, Chick supported, to approve the sale of the equipment listed at the Chelsea Municipal Auction on September 23, 2017.

In answer to questions, Wagner said the proceeds of the sales will be credited to the budget based on where the funding for the purchase came from. Wagner noted he may pull some of the vehicles from the auction if a minimum bid cannot be set.

Chockley requested a roll call vote. Motion carried 7—0 on a roll call vote.

4.

Resolution 17-573: 2017 Millage Rates

- ▶ **Motion:** Chockley moved, Beliger supported, to adopt Resolution 17-573 setting 2017 millage rate at 0.7885 mills for General Operating, 4.4385 mills for Police Protection, 2.0000 mills for Fire/Medical Services, and 0.8195 mills for Building Bond, and to authorize the Supervisor and Clerk to sign the form L-4209.

The Board discussed what the allowable level of tax collection is after mandated Headlee rollbacks.

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

5.

Organization Chart

Otto reviewed the changes incorporated into the chart adopted by the Board in 2013 based on discussion at the last Board meeting. The Board and Maynes made additional suggestions, and it was agreed that Otto will make additional changes as discussed.

**6.
Non-Motorized Path Snow Removal**

The Board discussed whether to include the Non-Motorized Path in the snow removal bids. Wagner noted the Township has previously cleared the completed sections.

- ▶ **Motion:** Zelenock moved, Manley supported, that the non-motorized path be included in snow removal bids.

There was discussion about who has been maintaining sidewalks elsewhere in the Township and whether it is appropriate to ask adjacent property owners to be clear a 10 foot wide path as opposed to a narrower sidewalk.

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

**7.
Bills**

Chockley and Aynes answered questions about several bills.

- ▶ **Motion:** Chockley moved, Zelenock supported, that the bills be approved.
Motion carried 7—0 on a voice vote.

SECOND CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, commented on the letter referred to by Beliger earlier in the meeting, the content of minutes, plans for the North Village area, and taxes.

BOARD MEMBER COMMENTS

Board members made comments on a variety of subjects including DTE smart meters, plans for the North Village area, providing water at the Community Garden, format of minutes, supporting local businesses, and extending office hours. They also thanked the public for their participation,

ADJOURNMENT

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

The meeting adjourned 9:54 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 October 10, 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/