

**NORTHFIELD TOWNSHIP**  
**Township Board**  
**Minutes**  
**October 10, 2017**

**CALL TO ORDER**

The meeting was called to order at 7:04 P.M. by Supervisor Chockley at 8350 Main Street.

**INVOCATION/PLEDGE**

Otto provided an 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	Absent with notice
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 Engineer Brian Rubel  
Township Attorney Paul Burns  
Township Manager Steven Aynes  
Recording Secretary Lisa Lemble  
Members of the community

**ADOPT AGENDA**

Dockett asked that the September 26<sup>th</sup> and 28<sup>th</sup> minutes and the Fire Department, Sewer Department, Zoning Enforcement, and Clerk's reports be pulled from the consent agenda for discussion.

- ▶ **Motion:** Beliger moved, Otto supported, that the balance of the agenda be adopted as presented.  
**Motion carried 6—0 on a voice vote.**

**FIRST CALL TO THE PUBLIC**

Chad Marchant, 440 Barker Road, apologized for comments he made at the last meeting and asked how he can be useful in the community. Lynn and Steve Lyman, 134 Lake View Avenue, and David Gordon, 5558 Hellner Road, commented on a street name change and whether to marijuana sales should be allowed in the Township,

**BOARD MEMBER COMMENTS**

Board members made comments about medical marijuana, the change in name of Lake View Avenue, the proposed County millage, donations to the Township, the process of approving business permits, and the Board Retreat.

**CORRESPONDENCE AND ANNOUNCEMENTS**

Chockley referred to the TetraTech—Non-Motorized Path Summary.

**REPORTS/UPDATES**

*Zoning Board of Appeals.* Otto reported the ZBA granted a variance for a driveway over the maximum allowed 1,000 feet. The next meeting is October 16<sup>th</sup>.

*Planning Commission.* No report.

*Parks and Recreation.* The next meeting is October 19<sup>th</sup>.

*Land Preservation.* The next meeting is October 12<sup>th</sup>.

*Financial/Treasurer.* Dockett asked that the fund balance and income from the Fire Station #2 cell tower be included in reports to the Board. Zelenock noted some investments had been diversified.

- ▶ **Motion:** Beliger moved, Otto supported, that Township Manager Aynes assemble a to-do list for repairs and maintenance for 75 Barker Road.  
**Motion carried 6—0 on a voice vote.**

*Supervisor.* Chockley answered a question about the State's proposal to replace the parking that had been removed at North Territorial Road.

*Manager.* Aynes reviewed and provided updates on his written report.

**AGENDA ITEMS**

**1.**  
**SAW (Stormwater, Asset Management, and Wastewater) Grant Approval**

Township Engineer Brian Rubel made a presentation entitled *Wastewater Asset Management Plan and SAW Grant*. He noted the Michigan Department of Environmental Quality (DEQ) requires such a plan about the maintenance of the Township's sewer system, and he estimated the system has a value of \$40-\$60 million. He explained that the plan is based on inventorying and grading the assets and considering consequences and probabilities of failures, and he provided information about the status of the Township's grant application to the State for some of the elements of the plan.

Rubel and Wastewater Treatment Plant Superintendent Willis answered questions about the condition of the sewer system, what grant funds can be used for, Township labor that can be used toward the 10% match for the grant, and repayment ~~from to~~ the Township ~~to~~ from the State for funds already spent on the project.

- ▶ **Motion:** Chockley moved, Otto supported, to accept the SAW grant from the State of Michigan in the amount of \$595,385, and to authorize the Township Manager to sign the necessary documents upon approval by the Township attorney.

Zelenock asked that the motion be amended to include the Township's 10% match for the grant.

Dockett requested a roll call vote. Amendment to motion carried 4—2, Beliger and Dockett opposed.

- ▶ **Amended motion:** Chockley moved, Otto supported, to accept the SAW grant from the State of Michigan in the amount of \$595,385 with the local match of 10%, and to authorize the Township Manager to sign the necessary documents upon approval by the Township attorney. **Chockley requested a roll call vote. Amended motion carried 4—2, Beliger and Dockett opposed.**

## 2.

### TetraTech “SmartRate Study” Proposal

- ▶ **Motion:** Chockley moved, Otto supported, to authorize the Smart Study by TetraTech.

Chockley referred to previous discussions about this, and Township engineer Rubel answered questions about the purpose of the study and noted that the 2014 study did not consider the effect of any capital projects. Board members and Aynes discussed the costs of such studies, whether bids for engineering services should be sought, and the source of funding for this study, as well as concerns about the current lack of capacity.

**Chockley called for a roll call vote. Motion carried 4—2, Dockett and Beliger opposed.**

## 3.

### Snow Removal Bid

Chief Wagner recommended approval of the low bidder.

- ▶ **Motion:** Zelenock moved, Beliger supported, to accept the MMPW Services/Unique LLC’s snow plow bid per occurrence for one year upon review and approval of references.

Dockett noted the high and low bids differed by \$45,000. Board members expressed concern about using a new contractor, the contract terms, whether to consider a multi-year contract, and the issue of using local companies.

**Chockley requested a roll call vote. Motion carried 4—2, Manley and Otto opposed.**

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**Chocking Chockley called for a brief recess.**

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## 4.

### Hiring of Part-time Police Officer

- ▶ **Motion:** Chockley moved, Beliger supported, to hire Officer Richard Crooks. **Chockley requested a roll call vote. Motion carried 6—0.**

## 5.

### Hiring of Paid-on-Call Firefighter

- ▶ **Motion:** Chockley moved, Beliger supported, to hire Paid-on-Call Firefighter Joseph Valentine contingent

upon passing a background check and physical. **Chockley requested a roll call vote. Motion carried 6—0.**

## 6.

### Memorandum of Understanding: DEA State Forfeiture

- ▶ **Motion:** Chockley moved, Manley supported, to approve the Memorandum of Understanding, switching the Forfeiture of State Fiduciary to Canton Township.

In answer to questions, Chief Wagner explained that this changes who handles the administration of these funds.

**Chockley requested a roll call vote. Motion carried 5—1 on a roll call vote, Dockett opposed.**

## 7.

### DEA Annual Agreement

- ▶ **Motion:** Chockley moved, Otto supported, that Chief Wagner be authorized to sign the annual Agreement with the Department of Justice for the continued participation in the Detroit DEA Taskforce.

In answer to questions Wagner explained the value of having the officer provided by this agreement.

**Chockley requested a roll call vote. Motion carried 5—1 on a roll call vote, Dockett opposed.**

## 8.

### Organization Chart

Otto reviewed the changes made based on comments at the last meeting.

- ▶ **Motion:** Otto moved, Beliger supported, to accept the organizational chart as drafted. **Motion carried 6—0 on a voice vote.**

## 9.

### Resolution 17-574: Residential Opt-out of Smart Meters

- ▶ **Motion:** Beliger moved, Dockett supported, that the Township adopt the *Resolution in Support of Residential Opt-Out of Advanced Meter Programs Commonly Known as “Smart Meters.”* **Motion carried 6—0 on a roll call vote. Resolution adopted.**

## 10.

### SEMCOG Delegate and Alternate Designation

- ▶ **Motion:** Otto moved, Zelenock supported, that Chockley serve as SEMCOG General Assembly Delegate. **Dockett requested a roll call vote. Motion carried 5—1, Dockett opposed.**
- ▶ **Motion:** Dockett moved that Beliger serve as SEMCOG General Assembly Alternate. **Motion died for lack of support.**

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- ▶ **Motion:** Chockley moved, Manley supported, that Aynes serve as SEMCOG General Assembly Alternate. **Chockley requested a roll call vote. Motion carried 4—2, Beliger and Dockett opposed.**

**11.**

**Resignation of Code Enforcement Officer**

The Board discussed options for either hiring or contracting for this position.

- ▶ **Motion:** Beliger moved, Zelenock supported, to look into both using a contractor and hiring an employee for code enforcement at the rate of \$25/hour, not to exceed 16 hours per week (\$20,800/year). **Chockley requested a roll call vote. Motion carried 5—1, Dockett opposed.**
- ▶ **Motion:** Zelenock moved, Beliger supported, that the resignation of Code Enforcement Officer Michael Rankin be accepted with regret, and to thank him for his service. **Motion carried 6—0 on a voice vote.**

**12.**

**Code Enforcement Discussion**

The Board discussed several zoning violations involving businesses operating illegally in agricultural areas which have generated complaints. It was agreed that the zoning administrator should proceed with appropriate action.

**13.**

**Bills**

Dockett called attention to a payment for professional services and taxes paid on a Township-owned property.

- ▶ **Motion:** Otto moved, Manley supported, to accept the bills as presented. **Motion carried 6—0 on a voice vote.**

**14.**

**Consent Agenda Items**

*Minutes.* Dockett noted that all Township attorneys need to be informed of the motion passed on September 26<sup>th</sup> regarding reporting on their activities. Three changes were made to the minutes of the September 28<sup>th</sup> Board Retreat.

- ▶ **Motion:** Otto moved, Beliger supported, that the minutes be accepted as amended. **Motion carried 6—0 on a voice vote.**

*Fire Department Report.* Wagner noted this is Fire Prevention Month and invited the public to the Department open house on Sunday.

*Sewer Department Report.* Aynes said he will get information for Dockett about the roof repairs mentioned in the report.

*Zoning Enforcement Report.* Dockett asked about the zoning compliance permit at 102 Barker. Chockley noted all of the compliance permits listed were approved.

*Clerk's Report.* Dockett noted the August millage election cost about \$5,000. Manley noted there was also a school election on the ballot.

**SECOND CALL TO THE PUBLIC**

George Brown, 7867 Shady Beach, reported on Kiwanis plans for the coming year including the 4<sup>th</sup> of July Parade, and several youth activities. Otto noted Brown is the Kiwanis president and has been involved for many, many years. Mary Devlin, 9211 Brookside, asked about code enforcement activities.

**BOARD MEMBER COMMENTS**

Board members commented on Kiwanis updates, the role of elected officials, the Lake View street name change, upcoming community activities, and supporting local businesses.

**CORRESPONDENCE AND ANNOUNCEMENTS**

None.

**ADJOURNMENT**

- ▶ **Motion:** Zelenock moved, Beliger supported, that the meeting be adjourned. **Motion carried 6—0 on a voice vote.**

The meeting adjourned at 10:22 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 November 14 2017.

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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/)