

NORTHFIELD TOWNSHIP
Township Board
Minutes
May 22, 2018

CALL TO ORDER

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

PLEDGE/INVOCATION

Trustee Otto led those present in the Pledge of Allegiance and provided a brief invocation.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger, Trustee	Present
Janet Chick, Trustee	Absent with notice
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Public Safety Director William Wagner
Township Attorney Bradford Maynes
Township Manager Steven Aynes
Members of the community

ADOPT CONSENT AGENDA
Minutes of May 8, 2018

Five minor corrections were made. [Regarding minutes of the April 10th special meeting approved on May 8th, Chockley said she will make sure Dockett is given a copy].

- ▶ **Motion:** Chockley moved, Otto supported, that the minutes of the May 8, 2018, meeting be adopted as amended. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

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

FIRST CALL TO THE PUBLIC

Thomas Bourque, 3769 Santa Fe Trail, Pittsfield Township, introduced himself as a candidate for 14A District Judge. David Gordon, 5558 Hellner Road, asked for better maintenance of rural roads in the Township rather than expansion of the sewer system. Otto read an email from Russ Hollister, 111 Cross Court, stating he has formed a group of residents promoting residential growth in the Township and expansion of the sewer system. There was a brief discussion of whether emails from residents should be read during Board meetings.

BOARD MEMBER RESPONSE

Board members:

- said the sewer system is paid for only by those who are connected to it, and the Township has to meet its previously-made commitments for connections,
- agreed more road grading is needed,
- said residential development cannot be created by the Board, rather the zoning ordinance and master plan call out where it can occur.
- said while Township spending on roads increased by only 4% the Township incurred significant expenses for road culvert work.

CORRESPONDENCE AND ANNOUNCEMENTS

Aynes announced that the Ralph C. Wilson, Jr. Foundation notified the Township that its first step in the grant process had been approved.

Chockley urged anyone interested in serving on the DDA and Parks and Recreation Committee to complete an application.

AGENDA ITEMS

1.

Request to Waive ZBA Fee—Al Hobbs

Otto explained that this applicant was granted a variance to allow construction of a garage, and although the request was reviewed by the Township's planner with Hobbs, it was not made clear to him that he could request an additional variance for a different placement of the garage.

- ▶ **Motion:** Otto moved, Beliger supported, to waive the Zoning Board of Appeals application fee for Al Hobbs for the project at 442 East Shore Drive.

The Board discussed the circumstances that led to this, what the fee is, what expenses the fee covers, and the possibility that the additional variance could be requested on an agenda with another request to save expenses. Dockett said this is a garage on a parcel that does not contain a house, and the Township sued him in the past for doing this.

Motion carried 6—0 on a roll call vote.

2.

Liquor License Application: Little Porky's

Chockley explained this application previously could not be approved due to a State requirement—which has now been eliminated—for at least a half-mile separation requirement between SDD licenses.

- ▶ **Motion:** Beliger moved, Dockett supported, that Little Porky's application for an SDD liquor license be approved as presented.

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In response to a question, Maynes confirmed the half-mile rule has been rescinded. Dockett spoke in support of approval in the interest of supporting local businesses. It was noted one more license would be available after this approval based on Township population.

**Motion carried 6—0 on a roll call vote.
Resolution adopted.**

3.

Civic Event Application: 4th of July Parade

- ▶ **Motion:** Beliger moved, Manley supported, to approve the Civic Event Application for the 4th of July Parade presented by Kiwanis. **Motion carried 4—0—2 on a voice vote, Zelenock and Otto abstaining as members of Kiwanis.**

4.

**Resolution 18-587;
Road Closure for 4th of July Parade**

- ▶ **Motion:** Beliger moved, Chockley supported, to approve Resolution 18-587, Road Closure for 4th of July Parade presented by Kiwanis. **Motion carried 4—0—2 on a voice vote, Zelenock and Otto abstaining as members of Kiwanis.**

5.

**Lee Maulbetsch Request to Continue Use of
Farmland at 2727 N Territorial (Fire Station 2)**

- ▶ **Motion:** Beliger moved, Otto supported, to approve the request by Lee Maulbetsch to continue to farm land at 272 N. Territorial (Fire Station 2) for a fee of \$150. **Motion carried 6—0 on a roll call vote.**
- ▶ **Motion:** Beliger moved, Dockett supported, that the fee be deposited into the maintenance fund for Fire Station 2. **Motion carried 6—0 on a roll call vote.**

6.

**Resolution 18-588: Blanket Resolution to Approve
Purchase of MERS Service Credits**

- ▶ **Motion:** Chockley moved, Otto supported, to approve Resolution 588: Blanket Resolution to Approve Purchase of MERS Service Credits.

Aynes recommended approval of this blanket resolution which would allow any eligible Police union employee to purchase credits at no expense to the Township.

Motion carried 6—0 on a roll call vote. Resolution adopted.

7.

**Farmland Preservation (former PA 116)
Parcel Enrollment Application**

- ▶ **Motion:** Beliger moved, Chockley supported, to approve the Farmland Preservation (former PA 116) Parcel Enrollment Application for 2015 E. North Territorial.

In answer to questions, Chockley said the Township incurs no expense for this, but the property owner gets a State income tax credit against their income. Beliger said she appreciates the Farmland Preservation Committee finding this opportunity for farms to reduce their tax burden without raising taxes of other taxpayers. Otto noted this needed to be filed within 45 days, but because it was filed before November 1st the application can be approved.

Motion carried 6—0 on a roll call vote.

8.

**Purchase 11 Foreclosed Summer Homes and
Wetland Parcels from County Treasurer**

- ▶ **Motion:** Chockley moved, Beliger supported, to purchase 11 foreclosed Summer Homes and Wetland Parcels from the County Treasurer for \$8,303 and about \$400 in summer taxes.

There was discussion about whether it is worth paying this price, what would happen to the property if the Township does not buy them, and whether the Township could eventually get them at no cost from the County.

Motion carried 4—2 on a voice vote, Beliger and Dockett opposed.

9.

**Township Manager and Public Safety Director
Performance Review Procedure**

Aynes noted the Board has conducted two performance reviews of the Public Safety Director in 10 years, and his Township Manager contract calls for an annual review. He provided evaluation forms for both positions.

The Board discussed options for proceeding.

- ▶ **Motion:** Beliger moved, Otto supported, to approve the Township Manager and Public Safety Director performance review procedure, using these outlines, in conjunction with what the Board will receive this week in conjunction with the job descriptions the Board will receive this week.

It was agreed the Board will complete the evaluations by the next Board meeting.

Motion carried 5—1 on a voice vote, Dockett opposed.

10.

Auditor Contract Agreement for 2019-2021

- ▶ **Motion:** Chockley moved, Otto supported, to accept the Auditor Contract Agreement for 2019-2021, with Pfeffer Hanniford, & Palka CPAs at \$18,000/year.

There was a lengthy discussion about the pros and cons of getting competitive bids, and whether it is appropriate in this case.

Motion carried 4—2 on a roll call vote, Dockett and Beliger opposed.

11.

Resolution 18-579: Preclusion of Board of Trustees Members from Participating in Building and Zoning Meetings

- ▶ **Motion:** Chockley moved, Otto supported, to postpone action on Resolution 18-579.
Motion carried 6—0 on a voice vote.

12.

Bark Park Rules and Enforcement Issues

It was noted the Township planner will be providing suggestions for a civil ordinance.

DISCUSSION

1.

Code Enforcement Update and Discussion of Next Steps

The Board and Aynes discussed options for proceeding in light of the limitations the current officer set regarding what she was willing to do since being threatened by a citizen as a result of an enforcement action. Options considered included having a police officer accompany the code enforcement officer on site visits, returning to having police officers do code enforcement, hiring a firm, or hiring a new code enforcement officer. It was noted the Township has had three code enforcement officers since creating the position, each for relatively short periods of time, and the last two have been threatened.

Chockley announced that the code enforcement officer resigned earlier in the day.

- ▶ **Motion:** Zelenock moved, Beliger supported, that the Township Manager bring a recommendation to the Board about how to handle code enforcement based on the current situation for hiring a police officer to perform enforcement, sending a police officer with the code enforcement officer, or some other option.

Maynes said from a legal standpoint in trying cases it is best to have a single person performing these duties.

Motion carried 6—0 on a roll call vote.

2.

Operational Issues Surrounding Township-owned Recreation Areas and Facilities

Chockley cited needs at various Township properties, including the Non-motorized Path (trip hazard repair, regular maintenance of broken glass, etc.), bollards by the school (possibly not being ADA compliant), community garden, Bark Park (waste clean-up), and North Village park (no trash receptacles and requests for portable toilets).

The Board discussed what is already being done, what has been delegated, and the information the Board is waiting for as a result of motions made at the May 8th Board meeting. Suggestions included requiring portable toilets for all community events in parks and having regular portable toilet service at some locations.

David Gibbons of the Parks and Recreation Committee aid the Committee has discussed the some of these issues. It was agreed that the Board should wait for recommendations from the Committee.

SECOND CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside Drive, David Gibbons, 8985 Garfield Drive, and David Gordon, 5558 Hellner Road, commented on Board conduct, sewer expansion, acquisition of tax delinquent properties, park services, code enforcement officer, and staff evaluations.

BOARD MEMBER COMMENTS

Board members made comments about code enforcement, infrastructure funding, getting bids for audit services, supporting local businesses, land preservation, sewer system improvements, and community efforts supporting growth in the Township. They also thanked the public for their participation.

ADJOURNMENT

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

The meeting adjourned at 9:38 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 June 12, 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/