

NORTHFIELD TOWNSHIP
Township Board
Minutes
December 11, 2018

CALL TO ORDER

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

INVOCATION/PLEDGE

Beliger 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
Township Manager Steven Aynes
Township Attorney Paul Burns
Planning Consultant Paul Lippens
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

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

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, Ken Dignan, Whitmore Lake School Board President, 9210 Hillcrest, and David Gordon, 5558 Hellner Road, made comments on 75 Barker Road, the Lockwood RFP, opening meetings with an invocation, the Pond Hockey Civic Event Application, the new Library Outdoor Pavilion, and performance of the Township Board during its first two years.

BOARD MEMBER RESPONSE

Board members referred to information in Lockwood materials about services provided to residents and possible options for 75 Barker Road.

TOWNSHIP MANAGER REPORT/UPDATE

Aynes referred to his written report and added that the Wastewater Treatment Plant will continue to be a subject

of concern and discussion going into 2019. He noted that the recent sewer fee increase was the first since 2014 and covers only operating expenses, not future improvements. He also noted a review of Board goals and the capital improvement plan update will on upcoming agendas.

CORRESPONDENCE AND ANNOUNCEMENTS

Chockley referred to correspondence regarding DDA input on the Lockwood Proposal, a DDA Recommendation for 75 Barker Road, and the 75 Barker Road Appraisal Report.

APPROVAL OF MINUTES

Three corrections were made.

- ▶ **Motion:** Chockley moved, Beliger supported, that the minutes of the November 27, 2018, regular meeting be approved as amended.
Motion carried 7—0 on a voice vote.

**PRESENTATION:
Lockwood RFP for North Village
Response to Board Questions**

Mark Lockwood, President of Lockwood Companies, addressed 23 questions previously submitted by Board members. He provided information about services to residents, resident demographics, long-term employment created by the development, parking for the development (to be paid for by the developer), the cost of access and drives for the Township portion of the development, timing of construction of amenities, easements needed over Township property for access, flow of funds, economic impact of the project, the internal market study performed, the acreage involved in Phase I, the payment of lieu of taxes (PILOT) mechanism, the cost of the well (to be paid for by Lockwood), effect of use of the PILOT mechanism on DDA receipts, impact on public safety services, and traffic generated. He said the proposal is not contingent upon Lockwood Construction being the contractor for the public improvements, but it is contingent upon the park improvements being completed.

Board comments included:

- This will not bring more students to the public school system, it will leave less than seven acres of park, and it will not positively impact local businesses since most resident services are provided in-house.
- Provision of information from Lockwood has not been timely.
- The DDA has commented that the park location is not appropriate.

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In answer to questions, Lockwood said they have not considered other sites in the Township for this development, PILOT percentages in other communities are most commonly 4%, they can look at providing more park space, they can consider moving the Phase I building closer to Barker Road, a certain percentage of the Phase II cottages could be condominiums, he does not think 3-bedroom units are anticipated, and funds could be earmarked for public safety services.

Some Board members said they believe there is a need for this type of housing in the Township, and Lockwood builds quality housing.

ACTION AGENDA ITEMS

1.

Action as a Result of Lockwood Presentation

- ▶ **Motion:** Chockley moved, Chick supported, to set up a committee comprised of Chockley, Chick, Beliger, Aynes, and Lippens to work with Lockwood on the proposal. **Motion carried 7—0 on a voice vote.**

2.

**Civic Event Application:
Michigan Pond Hockey Classic**

Sam Iaquinto, Mandy Grabowski, and Jason McDonald, appeared for Michigan Pond Hockey. Chief Wagner read his list of requirements to address many years of serious problems managing alcohol consumption at this event. He also noted the organization's 501(c)3 status was revoked in May, 2017.

Iaquinto said they are working to comply with Wagner's requirements, including hiring more private security and professional bartenders. He said the community benefits from the thousands of people who attend this. On a show of hands about 20 people present indicated their support of this event.

Iaquinto and Grabowski said it is not physically or financially feasible to enclose the event in a snow fence, and if that is required the event will have to be canceled.

The Board discussed the implications of the organization's corporation and tax-exempt status having been lost. Burns said the Township cannot approve the application if the corporation does not exist. Iaquinto said the necessary filings are being done to get both items reinstated.

There was a lengthy discussion among the Board, Wagner, and the applicants regarding alcohol management.

- ▶ **Motion:** Chick moved, Otto supported, to accept the Michigan Pond Hockey Classic alcohol management plan as proposed by the Michigan Pond Hockey Classic organization, subject to proof of the corporation reinstatement being provided to the Township and the Township being kept informed about the 501(c)3 status.

Zelenock and Chockley said they will not support this based on Wagner's recommendation. Chick said this could be the organization's last chance to prove the event can be run safely.

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

- ▶ **Motion:** Zelenock moved, Beliger supported, to approve the Michigan Pond Hockey Classic Civic Event Application with Chief Wagner's recommendation.

Iaquinto withdrew the application. **No action taken.**

3.

Ordinance 18-62: Prohibition of Marihuana Establishments with Sunset Provision

- ▶ **Motion:** Chockley moved, Beliger supported, to adopt Ordinance 18-62: *An Ordinance to prohibit marihuana establishments pursuant to the Michigan Regulation and Taxation of Marihuana Act, Ballot Proposal of 2018*, which shall expire on May 28, 2019.

An Ordinance to prohibit marihuana establishments pursuant to the Michigan Regulation and Taxation of Marihuana Act, Ballot Proposal of 2018.

There was a brief discussion about the sunset provision and merits of the proposal.

Motion carried 4—2 on a roll call vote, Otto and Chick opposed. Resolution adopted.

4.

**Resolution 18-598:
Update to Investment and Depository Policy**

- ▶ **Motion:** Zelenock moved, Beliger supported, to approve Resolution 18-598, *A Resolution of the Northfield Township Board of Trustees Establishing a Policy on Township Investment and Depository Designations* to include State Bank and Flagstar Bank as financial institutions and depositories and investments of the Township Funds. **Motion carried 6—0 on a roll call vote. Resolution adopted.**

5.

**Authorization to Sign Bank Documents
Allowing Investments in FDIC Insured CDs
and Money Market Accounts
with Flagstar Bank and The State Bank**

- ▶ **Motion:** Zelenock moved, Beliger supported, to give the Township Treasurer authorization to sign the Flagstar Bank Public Unit Resolution and Master Signature Authorization Agreement after legal review and approval. **Motion carried 6—0 on a roll call vote.**
- ▶ **Motion:** Zelenock moved, Beliger supported, to give the Township Treasurer authorization to sign the State Bank Public Corporation Authorization Resolution after legal review and approval. **Motion carried 6—0 on a roll call vote.**
- ▶ **Motion:** Zelenock moved, Beliger supported, to give the Township Treasurer authorization to sign the Ann Arbor Bank New Account Setup after legal review and approval. **Motion carried 6—0 on a roll call vote.**

6.

**Grant Application for Priority Project Grant
Funding to Improve the Community Center**

- ▶ **Motion:** Chockley moved, Beliger supported, that the Grant Application for Priority Project Grant Funding to Improve the Community Center be withdrawn. **Motion carried 6—0 on a voice vote.**

Chockley said this project would not qualify for the grant because it would not have regional impact. Otto objected to the grant language including the possibility of using the funds for razing 75 Barker, which was not previously discussed by the Board.

7.

**Resolution 18-599: Agreement with Washtenaw
County Drain Commission for Culvert Repairs in
the Walker Drain Drainage District**

- ▶ **Motion:** Chockley moved, Beliger supported, to approve Resolution 18-599: Agreement with Washtenaw County Drain Commission for Culvert Repairs in the Walker Drain Drainage District, and to authorize the Supervisor to sign the resolution and the 425 Agreement pending attorney approval.
- ▶ **Amendment to Motion:** Zelenock moved, Otto supported, to amend the motion to include the funding amount of \$21,000 already set aside in the current fiscal year budget. **Motion carried 6—0 on a voice vote.**

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

8.

Public Safety Building HVAC System Evaluation

Aynes referred to his December 6th memo recommending the hiring of an engineering firm, rather than an HVAC company, to evaluate the HVAC system. He noted the Board can accept his recommendation for a specific firm or put the project out for bid.

- ▶ **Motion:** Otto moved, Beliger supported, the Township go out to bid for the completion of an engineering study of the Public Safety Building HVAC system.

There was a brief discussion about the history of problems with the HVAC system since the building was constructed and how bids will be sought.

Motion carried 6—0 on a voice vote.

9.

Approve Employee Handbook

- ▶ **Motion:** Zelenock moved, Beliger supported, to table action on the Employee Handbook.

Board members briefly reviewed additional changes that need to be made based on prior Board discussions. Zelenock questioned whether the drug and alcohol section needs to be updated in light of the recent legalization of recreational marijuana use.

Motion carried 6—0 on a voice vote.

10.

Draft Building Use Policy

Aynes said this was based on Pittsfield Township's Ordinance as a starting point for discussion. Chockley asked that Board members send comments to Aynes.

11.

Approve Payment of Open Bills

- ▶ **Motion:** Chockley moved, Chick supported, to approve payment of open bills (expected check run date 12-12-18) for a total of \$83,162.37 from all funds in the Municipal Investment Fund (MIF) account.
- ▶ **Motion:** Beliger moved, supported, to remove payment of membership dues to SEMCOG. **Motion died for lack of second.**

Original motion carried 5—1 on a roll call vote, Beliger opposed.

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12.

Accept Check Disbursement Report for Paid Bills

- ▶ **Motion:** Chockley moved, Otto supported, to accept the check disbursement report for paid bills (check dates from 11-13-18 through 12-06-18 for a total of \$179,002.80 from all funds in the Municipal Investment Fund (MIF) account.
Motion carried 6—0 on a voice vote.

CONSENT AGENDA

Chockley referred to the *Fire, Police, Wastewater Treatment Plant, Community Center, Code Enforcement, Financial and Fund Balance* reports.

- ▶ **Motion:** Chockley moved, Manley supported, to approve the Consent Agenda as distributed.
Motion carried 6—0 on a voice vote.

TRUSTEE/LIAISON REPORTS

Chockley referred to the *Zoning Board of Appeals, Planning Commission, Parks and Recreation, Land Preservation, Treasurer, and Supervisor* reports.

- ▶ **Motion:** Zelenock moved, Beliger supported, to accept the Trustee/Liaison Reports as presented.
Motion carried 6—0 on a voice vote.

- ▶ **Motion:** Chockley moved, Manley supported, to authorize the Treasurer to claim unclaimed funds held by the State of Michigan.
Motion carried 6—0 on a voice vote.

SECOND CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, made comments about Board negotiations with Lockwood Development and the DDA comments about the project and about the handling of the Pond Hockey Civic Event Application, and suggested installing solar panels on the Public Safety Building.

BOARD MEMBER COMMENTS

Board members made comments about installing solar panels on the Public Safety Building, lighting on the Eight Mile Road bridge, and the issue of alcohol at the Pond Hockey Event and denial of the civic event application. They also announced the December 20th meeting of the Parks and Recreation Committee and wished everyone a Merry Christmas.

ADJOURNMENT

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

The meeting adjourned at 9:59 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 _____, 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/