

NORTHFIELD TOWNSHIP

Township Board

Minutes

January 8, 2019

CALL TO ORDER

The meeting was called to order at 7:08 P.M. by Supervisor Chockley at 8350 Main Street.

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
Wastewater Treatment Plant Superintendent Dan Willis
Township Manager Steven Aynes
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

- **Motion:** Chockley moved, Manley supported, that the agenda be amended to remove Item 5 to allow for attorney review.

Otto suggested simply tabling the item at that point in the agenda.

Chockley withdrew her motion.

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

FIRST CALL TO THE PUBLIC

David Gordon, 5558 Hellner Road, recommended reappointment of Sam Iaquinto to the Planning Commission, commented on the proposed WWTP holding tank, and asked that the website be updated with the 2019 meeting dates for the Township Board and the Planning Commission.

BOARD MEMBER RESPONSE

Board members thanked everyone for attending, agreed with the recommendation for Iaquinto's appointment to the Planning Commission, said updating of the website should be a priority, and noted that the Township Board will be required to send a postcard to residents before incurring the expense of a Wastewater Treatment Plant (WWTP) retention basin.

TOWNSHIP MANAGER REPORT/UPDATE

Aynes referred to his written report. He highlighted upcoming budget planning, and noted that he is asking the Board to set a date for public input on a Wastewater Treatment Plant (WWTP) retention basin.

- **Motion:** Otto moved, Zelenock supported, to accept the Michigan Pond Hockey alcohol management plan that was provided in the Township Manager's Report.

There were questions from some Board members about details, including the cost.

Otto withdrew her motion pending discussion of Agenda Item 1.

There was discussion about the expenditure for removal of two trees due to safety concerns. Several Board members said the work should be bid out.

- **Motion:** Dockett moved, Chick supported, that tree removal work included in the Manager's Report not be done until three bids have been received.

Zelenock said the Board has given the Township Manager the authority to spend up to \$5,000.

Motion failed 3—4 on a roll call vote, Zelenock, Otto, Beliger, and Chockley opposed.

The Board discussed when to schedule review of goals and objectives. It was agreed this will be at the February 26th meeting, starting at 6:30 P.M.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
January 8, 2019**

APPROVAL OF MINUTES

One correction was made to the Special Meeting minutes, and three minor corrections were made to the Regular Board Meeting minutes.

- ▶ **Motion:** Chockley moved, Manley supported, that the minutes of the December 11, 2018 Special Board Meeting and Regular Board Meeting be approved as amended. **Motion carried 7—0 on a voice vote.**

ACTION AGENDA ITEMS

1.

**Police and Fire Department Services
During Michigan Pond Hockey Events**

- ▶ **Motion:** Otto moved, Chick supported, that Northfield Township waive fees, up to \$3,000, for public safety services provided by the Township to the Michigan Pond Hockey Association for the 2019 Pond Hockey Classic event.

The Board and Wagner discussed how the cost for this would be covered, and whether the same services will be provided at no charge for all non-profit events. Wagner noted the Township no longer charges for these services for 4th of July Fireworks, but the Township Board has covered the cost in the Police budget.

- ▶ **Amendment to motion:** Otto moved, Zelenock supported, to amend the motion to state the expense for public safety services would be funded from the General Fund.

Attorney Burns said there is no requirement for the Township to charge for police services.

- ▶ **Amended motion:** Otto moved, Zelenock supported, that Northfield Township waive fees for public safety services, up to \$3,000, provided by the Township to the Michigan Pond Hockey Association for the 2019 Pond Hockey Classic event, with the expense to be funded from the General Fund.

The economic importance to the community of the event compared to the relatively small cost for police services was discussed. Wagner said the cost of services has typically been charged to the event when alcohol is serviced and for lengthier events.

Amended motion carried 6—1 on a roll call vote, Dockett opposed.

Motion: Otto moved, Chockley supported, the Township Board authorizes up to \$600 from the General Fund for an ATV rental for the 2019 Pond Hockey event, and if for any reason the event does not take place, the allocation for the ATV will not be utilized.

Amended motion carried 6—1 on a roll call vote, Dockett opposed.

2.

**Establish a Committee to Review and Update
the Civic Event Policy**

- ▶ **Motion:** Chockley moved, Zelenock supported, to establish an administrative committee consisting of Paul Burns, William Wagner, Steven Aynes, and Jennifer Carlisle to review and update the Civic Event Policy by the second meeting in March for adoption by the Board of Trustees.
Motion carried 7—0 on a roll call vote.

- ▶ **Motion:** Otto moved, Chick supported, to accept the Pond Hockey alcohol management plan for the 2019 Pond Hockey Civic Event Permit, with the amended changes to #9, that an ATV will be provided to the Fire Department for Fire Department use at Northfield Township's expense.
Motion carried 7—0 on a roll call vote.

3.

**Approve Michigan Association of Fire Fighters
(MAFF) Union Contract**

- ▶ **Motion:** Chockley moved, Zelenock supported, to approve the Michigan Fire Fighter union contract Union Contract as negotiated by Chief Wagner and labor attorney Stacy Belisle with the Michigan Fire Fighters union.

Wagner briefly reviewed the three-year contract, noting that it allows for the potential of hiring full-time firefighters, and wages will be applied retroactively to July 1, 2018.

Motion carried 7—0 on a roll call vote.

4.

**Wastewater Treatment Plant Request for
Certification Pay Increases**

- ▶ **Motion:** Chockley moved, Beliger supported, to approve the salary increases for Wastewater Treatment Plant staff Brian McDonald for \$2,000, distributed at an hourly rate, for passing the Class B exam, and for John White and Mike Spirl for \$1,750 each, distributed at an hourly rate, for passing the Class C exam, according to the policy established by the Township Board in August of 2018.
Motion carried 7—0 on a voice vote.

5.

**Consider Reimbursement to a Resident for
Expenses Related to a Sewer Backup**

- ▶ **Motion:** Chockley moved, Beliger supported, to table *Consideration of Reimbursement to a Resident for Expenses Related to a Sewer Backup* to allow for attorney review. **Motion carried 6—0—1 on a roll call vote, Dockett abstaining.**

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
January 8, 2019**

**6.
Board and Commission Appointments**

Chockley explained her reasoning for her Planning Commission choices, including a desire to balance the need for institutional memory with allowing opportunities for new members.

- ▶ **Motion:** Chockley moved, Beliger supported, to reappoint Larry Roman to the Planning Commission for a three year term ending December 31, 2021. **Motion carried 7—0 on a roll call vote.**
- ▶ **Motion:** Chockley moved, to appoint Kim Pohl to the Planning Commission for a three year term ending December 31, 2021. **Motion died for lack of second.**

In answer to a question, Burns said he will research whether Board members can make nominations for Planning Commission appointments. It was noted that Sam Iaquinto will continue to serve until another appointment is made to the Commission.

- ▶ **Motion:** Otto moved, Beliger supported, that Greg Kolecki be appointed to the Zoning Board of Appeals for a three year term ending December 31, 2021. **Motion carried 7—0 on a voice vote.**
- ▶ **Motion:** Otto moved, Beliger supported, that Scott Gustafson be appointed to the Zoning Board of Appeals for a three year term ending December 31, 2021. **Motion carried 7—0 on a voice vote.**
- ▶ **Motion:** Chockley moved, Zelenock supported, that Scott Chisholm, Christopher Salata, and Gary Wilson be appointed to the Board of Review as regular members, and Dan Smith be appointed as an alternate, all for two year terms. **Motion carried 7—0 on a voice vote.**
- ▶ **Motion:** Beliger moved, Chockley supported, that Caro Short be appointed to the Parks and Recreation Board for a term ending July 1, 2019. **Motion carried 6—0 on a voice vote, Dockett not present.**

**7.
Review and Discuss Documents from the
December 11, 2018 Special Board Meeting
Concerning Wastewater Treatment Contracts**

Township Attorney Burns reviewed the history of the Wastewater Treatment Plant from the 1970s, including:

- A 1972 lawsuit filed by Lakeland property owners resulted in the plant permit being modified to allow the plant to increase discharge to 250,000 gallons/day, and that was increased in 1979 to 700,000 gallons/day.
- In 1991 by court order the capacity was increased to 1,300,000. Hamburg Township was allowed additional capacity if it opted to, but it did not.

- In 2002 the capacity was increased to 2.25 million gallons/day.
- In 2004 the Township agreed to sell 200,000 gallons/day for a specific geographic area of Green Oak Township, with them being obligated to pay for taps at the rate in effect at the time of purchase.

Willis said the last plant expansion was in 1998 to increase the capacity to 1.3 million gallons.

Chockley noted inquiries are coming in regarding possible small residential projects, but with the improvements to US-23 there may also be interest in larger developments. Burns said the issue of whether to build a retention basin is a policy decision, not a legal one. He said a sufficient revenue stream would be required to cover the capital costs of a basin; it is easier to sell bonds if there are more connection fees.

Willis said in his opinion a basin is needed only for wet weather conditions, and this is the least expensive way to increase capacity for growth. The cost and where the funding would come from was discussed. Willis said every municipal sewer system has to deal with storm water infiltration, and there is no realistic way to stop that infiltration.

The need to get public input and the legal requirement to send a postcard for any borrowing of \$250,000 or more was discussed. It was agreed to set a public hearing for the March 26th Township Board meeting.

**8.
Resolution No. 19-600: Policy and Guidelines
for 2019 Property Tax Poverty Reductions**

- ▶ **Motion:** Chockley moved, Chick supported, to adopt Resolution No. 19-600, Northfield Township Policy and Guidelines for 2019 Property Tax Poverty Reductions. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

**9.
Authorize the Treasurer to Sign the Security
Agreement Between First National Bank in Howell
and Northfield Township**

- ▶ **Motion:** Zelenock moved, Otto supported, to authorize the Treasurer to sign the Security Agreement Between First National Bank in Howell and Northfield Township from January 31 to March 31, 2019. **Motion carried 7—0 on a roll call vote.**

10.

Authorize the Treasurer to Sign the Insured Cash Sweep (ICS) Deposit Placement Agreement between First National Bank in Howell and Northfield Township

- ▶ **Motion:** Zelenock moved, Otto supported, to authorize the Treasurer to sign the Insured Cash Sweep (ICS) Deposit Placement Agreement between First National Bank in Howell and Northfield Township.
Motion carried 7—0 on a roll call vote.

11.

Approve Payment of Open Bills (expected check run date 01-09-2019)

- ▶ **Motion:** Chockley moved, Otto supported, to approve payment of Open Bills (expected check run date 01-09-2019) for a total of \$108,263.95 from all funds in the Municipal Investment Fund (MIF) account.
Motion carried 6—1 on a roll call vote, Dockett opposed.

12.

Accept Check Disbursement Report for Paid Bills (check date from 12-11-19 to 01-03-2019)

- ▶ **Motion:** Chockley moved, Otto supported, to accept the Check Disbursement Report for Paid Bills (check date from 12-11-19 to 01-03-2019) for a total of \$305,609.61 from all funds in the Municipal Investment Fund (MIF) account.
Motion carried 6—1 on a roll call vote, Dockett opposed.

CONSENT AGENDA

- ▶ **Motion:** Chockley moved, Chick supported, to accept the consent agenda as presented.
Motion carried 7—0 on a voice vote.

TRUSTEE/LIAISON REPORTS

- ▶ **Motion:** Chockley moved, Zelenock supported, to accept the consent agenda as presented.
Motion carried 7—0 on a voice vote.

SECOND CALL TO THE PUBLIC

David Gordon commented on the proposal for construction of a Wastewater Treatment Plan basin and use of the Board's time on agenda items.

BOARD MEMBER COMMENTS

Board members noted the March 26th agenda will include a public hearing on the sewer expansion proposal and how it will be paid for, commented on lack of progress on action on goals and objectives, and noted Parks and Recreation will meet on January 17th.

ADJOURNMENT

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

The meeting adjourned 10:07 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 February 26, 2019.

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/