

**NORTHFIELD TOWNSHIP
Township Board Workshop
Minutes
October 27, 2015**

CALL TO ORDER/PLEDGE

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

Supervisor Engstrom led those present in the Pledge of Allegiance.

ROLL CALL

Marilyn Engstrom, Supervisor	Present
Kathy Braun, Treasurer	Present
Angela Westover, Clerk	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present

Also present:

Township Manager Howard Fink
Township Attorney Paul Burns
Township Engineer Brian Rubel, Tetra Tech
Wastewater Treatment Plant Superintendent
Tim Hardesty
Recording Secretary Lisa Lemble

ADOPT AGENDA

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

FIRST CALL TO THE PUBLIC

Dale Brewer, 11548 East Shore Drive, commented on the sewer billing settlement.

CORRESPONDENCE & ANNOUNCEMENTS

Fink provided updates on new office computers, review and renewal of utility contracts, and new telephone service, and answered a question about the Earhart Road drainage assessment.

AGENDA ITEMS

1.

**Letter of Engagement:
Bendzinski & Co.**

Fink recommended that the Township engage Bendzinski & Co. as bond counsel for the Whitmore Lake Road sewer assessment district (SAD).

- ▶ **Motion:** Engstrom moved, Otto supported, to approve the engagement contract for Bendzinski & Co. for the

Whitmore Lake sewer assessment district per the information in the Township Board packet.
Motion carried 7—0 on a voice vote.

2.

Consent Judgment: Case No. 15-828-CH

Fink explained that this request to vacate a platted, unbuilt road (Oak Lane) on Wiedeman's Point to allow six adjoining lots to be reconfigured into lots for two new single-family homes required circuit court action under State law. He noted the two resulting parcels will be large enough to build two homes without variances. He noted that one area property owner verbally expressed opposition to him. Burns added that entry of this judgment would make an existing home non-compliant with the zoning ordinance, but the property owner has provided acceptable assurances that the home will be razed in a timely fashion.

- ▶ **Motion:** Engstrom moved, Chick supported, that the Township attorney be authorized to sign the consent judgment in Circuit Court Case No. 15-828-CH.
Motion carried 7—0 on a voice vote.

3.

Sewer Billing Settlement

Fink explained that Township staff recently discovered that sewer bills had not been issued for sewer service at the North Territorial Shell station since it was hooked up in 2001. He said the amount due for those services has been calculated to be \$8,272.20, and he recommended that the property owner's offer to pay 50% be accepted based on precedent and legal considerations.

Board member comments included:

- Full payment should be demanded.
- The Township should wait until the upcoming closing on this property because it is likely the full amount will be paid at that time.
- There are questions about internal controls given the coincidence of location and ownership of this property and the other property discovered during a recent audit of sewer services.

- ▶ **Motion:** Engstrom moved, Westover supported, to approve the settlement for sewer service fees owed for the property at 60 E. North Territorial for 50% of the delinquent sewer bills and 100% of the most current bill.

Motion failed 3—4 on a roll call vote, Otto, Braun, Chick, and Dockett opposed.

It was agreed that this means the Township should pursue collection of 100% of the amount owed.

DISCUSSION ITEMS

**1.
Downtown Development Authority (DDA)
Letters of Interest**

Engstrom referred to the letters of interest that had been submitted for open DDA positions, and she noted that two of the people currently serving in those positions have requested reappointment. She urged anyone else who is interested in serving to submit a letter of interest.

**2.
Sewer Capacity**

Fink referred to his memo of October 22nd outlining the issues to be discussed. Brian Rubel of Tetra Tech, consulting engineer with the Township, provided history and technical information about the Township's sewer system and its history. Topics discussed by the Board included:

- Agreements, commitments, and demand for service in both Green Oak and Northfield townships,
- How to determine what appropriate sewer connection fees should be,

- Policy decisions (e.g. whether to establish a moratorium on development),
- What the Township's infrastructure costs would be for some potential developments, and
- Costs related to expanding the sewer plant and/or construction of an equalization basin (including cost, site, and features),

Fink said he will provide an outline for discussions at future workshop meetings.

SECOND CALL TO THE PUBLIC

Dale Brewer commented on the sewer capacity study.

BOARD MEMBER COMMENTS

Dockett commented on the purchase of property by the Township.

ADJOURNMENT

Engstrom adjourned the meeting at 8:51 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 _____, 2015.

Angela Westover, Clerk

Official minutes of all meetings are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/