

**NORTHFIELD TOWNSHIP
Township Board
Minutes
February 10, 2015**

CALL TO ORDER

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

PLEDGE

Supervisor Engstrom led those present in the Pledge of Allegiance.

ROLL CALL

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

Also present:

Township Manager Howard Fink
Wastewater Treatment Plant Superintendent
Tim Hardesty
Public Safety Director William Wagner
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes: January 13 and 27, 2015**
- **Bills**

- ▶ **Motion:** Chick moved the items in the consent agenda be approved as presented.
Motion carried 7—0 on a voice vote.

ADOPT BALANCE OF AGENDA

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

FIRST CALL TO THE PUBLIC

Township Growth. Mary Devlin, 9211 Brookside, commented on the discussion about growth at the January 28th Board meeting. Jim Nelson, 7777 Sutton Road, apologized for a comment he made at that meeting.

BOARD MEMBER COMMENTS

Chief Wagner answered questions from Dockett about purchase of truck tires and changes at the State level about the forfeiture of property and money.

Engstrom thanked Nelson for his apology. Dockett thanked Nelson for his years of service to the Township.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

REPORTS

Department Heads

Fire. Chief Wagner reviewed the written report. In answer to questions from Dockett, Wagner said receipts for services provided for calls on US-23 have already exceeded the \$8,000 in the budget, and he is continuing with his efforts to improve the Township's ISO rating to allow residents and business owners to get lower insurance premiums.

Police. Chief Wagner reviewed the written report. He reported on minor injuries to two police officers who were attempting to remove someone from the beer tent at the Pond Hockey Classic.

Wastewater Treatment Plant. Hardesty referred to his written report. In response to a comment from Dockett, he said he will prepare an overtime report.

- ▶ **Motion:** Engstrom moved, Braun supported, that the purchase of a stainless steel screen basket for the Wastewater Treatment Plant be approved for a cost not to exceed \$5,354. **Motion carried 7—0 on a voice vote.**

Senior Center. Fink referred to Averill's written report and said setting up of the Meals on Wheels program is moving ahead at an appropriate pace, and Averill is doing an excellent job.

Financial. Braun referred to her monthly reports.

Other

Zoning Board of Appeals. Otto reported the ZBA will meet next Monday.

Planning Commission. Chick reported the Commission recommended approval to the Township Board of revisions to the Manufactured Housing Community zoning district.

Township Manager. Fink said there is a large amount of excess property Township property to be disposed of, and State law does not allow it to be given away.

- ▶ **Motion:** Engstrom moved, Otto supported, that a municipal auction be authorized at a date to be determined to dispose of miscellaneous Township property. **Motion carried 7—0 on a voice vote.**

Fink asked for comments on the proposed Wally commuter rail project. Otto expressed concerns on behalf

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of residences along the line. Dockett said there is no funding. Fink also said:

- He has asked People's Express for more information, and this will probably be brought back to the Board.
- At the workshop session there will be discussion about staffing issues.
- The February 27th Board retreat will be held at the Links of Whitmore Lake on February 27th at 4:00 P.M.

AGENDA ITEMS

**1.
Community Education Banner:
Cabin Fever Extravaganza**

- ▶ **Motion:** Engstrom moved, Otto supported, that the Cabin Fever banner across Main Street be approved for February 16 through 28, 2015.
Motion carried 7—0 on a voice vote.

**2.
Board Room Construction: Architects**

- ▶ **Motion:** Otto moved, Braun supported, that the contract for architectural services with Joseph Phillips be approved in the amount of \$5,500 plus expenses.
Motion carried 6—1 on a voice vote, Dockett opposed.

Fink said this covers very basic architectural services, but he will not sign the contract without hiring a construction manager.

**3.
Community Development Block Grant (CDBG)
Sidewalk Project Proposal**

In answer to a question from Dockett, Fink said the actual cost of the project will not be known until it is bid, but it will probably be close to the \$66,000 estimate.

- ▶ **Motion:** Engstrom moved, Thomas supported, that the County Consortium is authorized to manage the **Community Development Block Grant** sidewalk project. **Motion carried 7—0 on a voice vote.**

**4.
Horseshoe Lake Sewer District Refund**

Fink referred to the spreadsheet of proposed refunds which he said will be issued within about a week.

- ▶ **Motion:** Otto moved, supported, that the worksheet of Horseshoe Lake sewer district refunds be approved, with refunds being distributed to owners of record as of December 1, 2014, with the disclaimer that slight changes may be made if correction of errors is required.

Dockett noted that he will be receiving a refund.

Motion carried 6—0—1 on a voice vote, Dockett recusing himself due to his conflict of interest.

Fink noted the Township owns two parcels in this sewer district and said the Board can accept that share of the refunded money, or it may allow it to be distributed among the other property owners.

- ▶ **Motion:** Engstrom moved, Thomas supported, that the refund in the amount of \$1,859.21 due Northfield Township from the Horseshoe Lake sewer fund go to the Wastewater Treatment Plant.

Dockett noted that he will be receiving a refund.

Motion carried 6—0—1 on a voice vote, Dockett recusing himself due to his conflict of interest.

**5.
Meals on Wheels Job Description**

- ▶ **Motion:** Engstrom moved, Chick supported, that the Northfield Township Community Center Senior Nutrition Program Assistant job description be approved as presented. **Motion carried 6—1 on a voice vote, Dockett opposed.**

**6.
Revision of Fees for Planning Commission,
Zoning Board of Appeals (ZBA), etc.**

- ▶ **Motion:** Dockett moved, Engstrom supported, that Resolution 15-521, *A Resolution to Amend the Fee Schedule of Northfield Township, Michigan*, be adopted in its entirety.

In response to comments from Otto, Fink acknowledged that the fee for a Zoning Board of Appeals (ZBA) variance application is proposed to be less than the expense of holding a meeting, but said he is of the philosophy that it is a Township responsibility to hold these meetings and he does not think applicants need to bear that full cost. He noted the ZBA is supportive of this change. Dockett said construction resulting from ZBA variances brings in additional tax revenue.

Motion carried 7—0 on a roll call vote. Resolution adopted.

Fink said he will be presenting a schedule of all Township fees to be approved by the Board on an annual basis.

**7.
Resolution to allow Alternative State Dates
for March Board of Review**

- ▶ **Motion:** Engstrom moved, Chick supported, that *A Resolution to Set Alternative Meeting Dates for the March Board of Review*, Resolution #518, be approved as presented. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

8.

**Resolution to allow Alternative State Dates
for July and December Board of Review**

- ▶ **Motion:** Engstrom moved, Braun supported, that *A Resolution to Set Alternative Meeting Dates for the July and December Board of Review*, Resolution #15-519, be approved as presented. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

9.

**Resolution to Allow Residents to Appeal
to the Board of Review by Letter**

- ▶ **Motion:** Engstrom moved, Thomas supported, that *A Resolution to Allow Resident Property Owners to File Letter Appeals to the Board of Review*, Resolution #15-520, be approved as presented. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

SECOND CALL TO THE PUBLIC

WALLY Commuter Rail. State Representative Gretchen Driskoll said although the planning process is slow the potential benefits of this rail line to the Township are significant. Fink said he intends to lead as a member of the steering committee for this project, noting Northfield Township would be the first stop on the line from Ann Arbor.

BOARD MEMBER COMMENTS

4th of July Support. Otto asked that letters be sent to Township vendors asking for their support again this year for the July 4th fireworks and parade.

Sewer Study. Otto asked for an update on the sewer study at the next workshop session.

Thank you. Engstrom thanked Sam Iaquinto for the successful Pond Hockey Classic last weekend. Dockett thanked Fink for his support of reducing ZBA fees.

Sales Tax Increase Proposal. Dockett urged voters to vote no on this proposal.

Master Plan Amendment. Chick noted several people commented at the last Board meeting that they were not aware that a revision of the Master Plan was being considered. She noted the many places this had been discussed and publicly noticed.

ADJOURNMENT

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

The meeting adjourned at 8:32 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/