

**NORTHFIELD TOWNSHIP
Township Board
Minutes
February 14, 2017**

CALL TO ORDER

The meeting was called to order at 7:01 P.M. by Supervisor Chockley at 8350 Main Street.

PLEDGE

Supervisor Chockley gave an 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	Absent with notice
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Wastewater Treatment Plant Superintendent
Tim Hardesty
Public Safety Director William Wagner
Township Attorney Paul Burns
Township Engineer Brian Rubel, TetraTech
Community Center Director Tammy Averill
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- Minutes
- Bills

The minutes and bills were pulled for discussion.

ADOPT BALANCE OF AGENDA

Chockley added the Retirement of Tim Hardesty as item 3a, and moved items 1 and 2 ahead of Reports.

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

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, Sam Iaquinto, 9876 Main Street, Marilyn Harrington, 66525 Earhart Road, Tim Saville, 7705 Whitmore Lake Road, David Perry, 9411 Earhart Road, and Mike Cicchella, 7789 Sutton Road, made comments about the hiring of a Township Manager. Jenny Olney, 9315 Lakewood Court, commented on the Board retreat and objected to postings by a Trustee on her social media sites. Margaret Riddell, 65141 W. Eight Mile Road, commented on the Barker Road non-motorized pathway and the hiring of a Township Manager.

BOARD MEMBER COMMENTS

Several Board members responded to comments from the public regarding the pros and cons of hiring a Township Manager.

CORRESPONDENCE AND ANNOUNCEMENTS

Chockley referenced letters, emails, and phone calls from residents, noted that property assessments will be mailed later in the month, and called attention to a school fundraiser.

AGENDA ITEMS

1.

Proclamation Celebrating the Life and Honoring the Memory of Debra Mozurkewich and naming in her honor the Barker Road Non-Motorized Pathway

Chockley read the proclamation honoring Debra Mozurkewich and presented it to Debra's sister and brother-in-law, Elaine and Bob McDaniel.

- ▶ **Motion:** Chockley moved, that the *Proclamation Celebrating the Life and Honoring the Memory of Debra Mozurkewich and naming in her honor the Barker Road Non-Motorized Pathway* be adopted as presented. **Motion carried 5—1 on a voice vote, Dockett opposed. Resolution adopted.**

2.

Recommendation of a Construction Firm for the Debra Mozurkewich Memorial Path Construction

Brian Rubel of TetraTech reported six bids were received and recommended Fonson Company, Inc. of Brighton at a cost of either \$359,583 for concrete or \$329,039 for asphalt. In answer to questions, Chockley said \$221,633 is available for the project, and if the grant funds are not used half of them will be forfeited. Other issues including lack of some easements, Board policy regarding the fund balance, and contingency funds.

- ▶ **Motion:** Chockley moved, Otto supported, to award the bid to Fonson Company for completion of the Barker Road Non-Motorized Path with a concrete surface for the cost of \$359,583.25, to authorize the Township Supervisor to approve contract changes with the additional 5%-10% contingency amount, to amend the Township budget for a contingency of 5%-10% of the bid amount, and to recommend that the Township Supervisor, in lieu of a Township Manager, be granted an authority to approve contract changes within this contingency amount so any necessary changes can occur without delaying progress, pending completion of the two outstanding easement agreements on February 28th. **Dockett called for a roll call vote. Motion carried 4—2 on a roll call vote, Dockett and Zelenock opposed.**

[Dockett left the room].

REPORTS

Department Heads

Fire and Police. Board members asked questions, noted staff accomplishments, complimented the Fire Department on business inspections, said there is a need for rental housing inspections, and asked about a staffing matter.

Wastewater Treatment Plant. No questions.

- ▶ **Motion:** Chockley moved, Zelenock supported, to approve the use of Fonson Company, pending the third quote not presenting a lower price, for the water pollution control facility. **Motion carried 5—0-1 on a voice vote, Docket absent.**

Senior Center. Averill answered questions about the Meals on Wheels program.

[Docket returned to the meeting].

Zoning Board of Appeals. Otto reported that on January 23rd permission was granted for renovation and enlargement of a house on Main Street in the General Commercial zoning district.

Planning Commission. Chick reported that the Commission approved changes to their recommendations for zoning ordinance text amendments and discussed work on the community survey for the Master Plan update.

Parks and Recreation. No comments.

Financial. The Board briefly discussed the format and content of reports, and suggested that the investment policy be reviewed at a meeting in the near future.

Supervisor. Chockley reviewed her report and Board members discussed several items briefly including staff interviewing guidelines, reviewing employment applications, development projects, and the maintenance of and access to Township properties.

AGENDA ITEMS continued

3.

Resignation of Controller

- ▶ **Motion:** Otto moved, Chick supported, to accept Rick Yaeger's resignation as Controller with regret, and to authorize Jennifer Carlisle to post for the position. **Motion carried 6—0 on a voice vote.**

3a.

Retirement of Wastewater Treatment Plant Superintendent

- ▶ **Motion:** Otto moved, Chick supported, to accept the resignation of Tim Hardesty from his position as Wastewater Treatment Plant Superintendent with regret, to investigate whether an existing Plant employee can serve as interim Superintendent, and to authorize Jennifer Carlisle to post for the position.

Dockett noted Plant employee Dan Willis is well qualified for the position. The Board briefly discussed hiring for the Superintendent and other positions.

- ▶ **Amended motion:** Otto moved, Chick supported, to accept the resignation of Tim Hardesty from his position as Wastewater Treatment Plant Superintendent with regret, and to consider Hardesty's personnel recommendations at the next Board meeting. **Amended motion carried 6—0 on a voice vote.**

4.

Clarify Board Meeting Schedule

The Board discussed the pros and cons of holding some meetings as workshops.

- ▶ **Motion:** Chockley moved, Zelenock supported, to amend the Board meeting calendar to clarify that all meetings will be classified as regular meetings. **Motion carried 6—0 on a voice vote.**

5.

Ordinance #17-53 Zoning Ordinance Amendments

- ▶ **Motion:** Chick moved, Otto supported, to approve ordinance, 17-53, An Ordinance of the Board of Trustees of Northfield Township, Michigan, Repealing the HC-Highway Commercial District, Repealing the ES-Enterprise Service District, Rezoning all Existing Parcels Zoned HC and ES to the GC-General Commercial District, Amending the Permitted Uses and Conditional Uses of the GC District, Repealing the Floor Area Ratio Standards of the GC District, Revising Use Standards in the LC-Local Commercial District and RO-Residential/Office Districts, Removing References to the HC District and ES District from the General Provisions and Sign Regulations, Revising the Standards for Storage of Materials, and Revising the Standards for Outdoor Seating and/or Service. **Motion carried 5—1 on a voice vote, Dockett opposed.**

6.

Hire Auxiliary Firefighter

- ▶ **Motion:** Chockley moved, Chick supported, that Brion Cooley be hired as Auxiliary Firefighter contingent on passing background and physical. **Motion carried 6—0 on a voice vote.**

7.

Waive Fees Related to US-23 Construction

- ▶ **Motion:** Chockley moved, Chick supported, to waive the fees associated with establishing addresses for temporary signals as part of the US-23 MDOT project. **Motion carried 6—0 on a voice vote.**

8.

Purchase of Summer Homes Subdivision Parcels for the 7 Mile Preserve

- ▶ **Motion:** Chockley moved, Manley supported, to authorize the Township attorney to complete the

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purchase of the Parcels 02-08-204-031, 02-08-204-32, and 02-08-204-34. **Motion carried 5—1 on a voice vote, Dockett opposed.**

**9.
Construction Access to 8 Mile Bridge Area
for US-23 Construction**

Chockley reported the contractor for this project indicated to her they are willing to construct a temporary parking lot (containing about 20 parking spaces) in the park for public use while they are building this access. The Board discussed construction details and traffic concerns.

- ▶ **Motion:** Chockley moved, Chick supported, to authorize use of the Community Park to access US-23 bridges over the railroad bridge in exchange for the development of a gravel parking lot on Main Street next to the Post Office, and to authorize the Township attorney to prepare a temporary construction easement with conditions. **Motion carried 6—0 on a voice vote.**

**10.
Duties in Township Manager Job Description**

- ▶ **Motion:** Chockley moved, Otto supported, to authorize the release of the letter dated February 9, 2017, from Township attorney Paul Burns to the Township Board regarding Township Supervisor statutory duties and to waive the attorney/client privilege. **Motion carried 5—0—1 on a voice vote, Dockett not voting.**

Attorney Burns reviewed his letter and explained that his conclusion is that the Supervisor can perform duties in addition to those assigned by statute without creating a conflict of interest, subject to certain provisions. The Board briefly discussed this.

**11.
Assignment of Non-Statutory Duties
to Supervisor**

The Board discussed the non-statutory duties the Supervisor has been performing for the last two months and whether she should be compensated for that work.

- ▶ **Motion:** Chick moved, Dockett supported, to table item 11 to the next meeting where the Board will be provided with a list of duties the Supervisor is interested in performing. **Motion carried 6—0 on a voice vote.**

**12.
Hiring of Township Manager**

Not discussed.

**13.
Minutes and Bills**

Board members commented on Police overtime, the cost of running the Township, and personal time off (PTO) accrual and payouts.

Zelenock made two minor corrections to the January 10th closed and open session minutes.

- ▶ **Motion:** Chockley moved, Zelenock supported, that the bills be paid, and that the minutes of January 10, 21, and 24, 2017, be approved as amended, and to dispense with the reading. **Motion carried 6—0 on a voice vote.**

SECOND CALL TO THE PUBLIC

Margaret Riddell made comments about the issue of hiring a Township Manager, the Debra Mozurkewich Memorial Path, and effects of the temporary construction easement.

Adam Olney, 9315 Lakewood Court, commented on the Debra Mozurkewich Memorial Path. Tim Saville made comments about the Path and construction of the US-23 access. Patrick Kelley, 8210 Main, commented on the length of the meeting. Craig Warburton, 450 W. Joy Road, commented on the hiring of a Township Manager and conduct of the meeting. Jim Nelson, 7777 Sutton Road, commented on a proposal for a housing subdivision. Christina Wilson, Deputy Clerk, commented on the hiring of a Township Manager and the need for additional staff.

BOARD MEMBER COMMENTS

Board members made comments including the need to provide staff with the support they need, [Dockett check 10:09 pm], and the Township Manager position.

ADJOURNMENT

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

The meeting adjourned at 10:13 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 _____, 2017.

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/