

# NORTHFIELD TOWNSHIP

## Township Board

### Minutes

#### February 13, 2018

#### CALL TO ORDER

The meeting was called to order at 7:04 P.M. by Supervisor Chockley at 8350 Main Street.

#### PLEDGE

Otto provided 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, 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 Bradford Maynes  
Recording Secretary Lisa Lemble  
Members of the community

#### ADOPT AGENDA

- **Motion:** Chockley moved, Beliger supported, that the consent agenda be adopted with the exception of minutes (placed on the agenda as Agenda Item 8), and that the balance of the agenda being adopted with Item 3 being moved up as the first Agenda item.  
**Motion carried 6—1 on a voice vote, Zelenock opposed.**

#### FIRST CALL TO THE PUBLIC

Sam Iaquinto, 9876 Main Street and Amanda Grabowski, 9357 Harbor Cove, reported that the Pond Hockey Classic was an incredible success during the past weekend with 775 players from 9 states and Canada, 105 teams, 95 volunteers, 23 sponsors, and an estimated 3,000 spectators per day.

#### BOARD MEMBER COMMENTS

Board members thanked Iaquinto and Grabowski and all the volunteers for their work on the Pond Hockey classic, and asked for a follow-up report on the amount raised.

#### CORRESPONDENCE AND ANNOUNCEMENTS

Board members:

- passed out copies of a Washtenaw County Health Department report about the health of Whitmore Lake area residents and suggested that it be posted on the Township website.
- reported a parcel in the Whitmore Lake Summer Homes Subdivision is available for purchase from the owner for under \$70 to add to the future park being assembled in the area.
- reported that DTE recently adjusted some of their billing policies, perhaps in response to protests from citizen and public entities regarding Smart Meters.
- suggested the Board address snow removal problems in the downtown area.

#### REPORTS/UPDATES

*Zoning Board of Appeals.* Otto referred to her written report regarding the variance granted on January 22<sup>nd</sup> at 442 East Shore Drive to allow construction of a garage on a lot across the street where there is no principal residence.

*Planning Commission.* Chick reported that on February 7<sup>th</sup> the Commission reviewed its work plan for the remainder of the year.

*Parks and Recreation.* Beliger reported the next meeting is February 15<sup>th</sup>.

*Land Preservation.* Zelenock reported that the public session held on February 8<sup>th</sup> was well attended with many representatives of local land preservation groups and three Township Board members, and revised by-laws have been sent to the Township attorney for review.

*Financial/Treasurer.* Zelenock noted some minor budget amendments that will be needed to correct miscategorized expenditures. Dockett asked about 75 Barker Road income reporting.

*Supervisor.* Chockley referred to her written report. She answered questions about the DDA's request regarding zoning issues and the Township's possible participation in the Redevelopment Ready Communities program.

*Manager.* Aynes reviewed his written report. Board members thanked him for keeping the Board informed on a daily basis, noted budget review will need to be on an upcoming agenda, and said road maintenance needs to be priority. Dockett made comments on how enforcement activities are paid for; it was agreed to add that to the next Board agenda.

AGENDA ITEMS

3.

**Lease for Second Floor of Public Safety Building**

Township attorney Maynes reviewed changes to the lease since the last draft noting that LAWNET's attorneys are in agreement with the current language. Maynes and Lt. Dale Smith of (LAWNET) answered questions about insurance, cleaning services, trash services, and utilities. Maynes said the lease was ready for approval with minor changes to the plate glass section, clarifications about LAWNET's personal property, and replacing "heating" with "natural gas" in the utilities section.

- ▶ **Motion:** Chockley moved, Chick supported, that the lease with LAWNET be approved with the minor changes recommended by the Township attorney, and to authorize the Township Manager to sign the contract.
- ▶ **Motion to amend:** Beliger moved, Dockett supported, that the lease be amended to charge LAWNET 9% of the Township's electric and natural gas bills. **Motion failed 2—5 on a roll call vote, Chick, Otto, Manley, Chockley, and Zelenock opposed.**

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

- ▶ **Motion:** Chockley moved, Chick supported, that Agenda Item 4 be heard next. **Motion carried 7—0 on voice vote.**

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RECESS

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4.

**Resolution 18-580:  
Solid Waste Management Plan Resolution**

Noelle Bowman of the Washtenaw County Board of Public Works gave a slide show presentation about the County's Solid Waste Management Plan which is required of all counties under Michigan law. Bowman answered questions about recycling options, costs of the plan, and public education efforts.

- ▶ **Motion:** Chockley moved, Otto supported, to approve *Resolution 18-580: Solid Waste Management Plan* and authorize the Township Manager to sign the resolution. **Motion carried 7—0 ~~5—2~~ on a voice vote, Dockett and Beliger opposed.**

1.

**Independent Contractor Agreement:  
Recording Secretary**

2.

**Independent Contractor Agreement:  
Audio/Visual Operator**

- ▶ **Motion:** Chockley moved, Otto supported, to authorize the Township Manager and attorney to continue to negotiate the terms of the independent contractor agreement with Lisa Lemble for recording secretary duties.

Board members noted that the Township policy that all independent contractors need to have a contract. They and Maynes discussed IRS rules regarding independent contractors vs. employees, which other Township contractors have or should have similar agreements, and which sections of the draft agreements are appropriate for the position.

- ▶ **Motion carried 5—1—1 on a roll call vote, Dockett not voting, Zelenock opposed.**
- ▶ **Motion:** Chockley moved, Otto supported, to authorize the Township Manager and attorney to continue to negotiate the terms of the independent contractor agreement with Jim Nelson for audio/visual services duties.
- ▶ **Motion carried 5—1—1 on a roll call vote, Dockett not voting, Zelenock opposed.**

5.

**Wastewater Treatment Plant (WWTP)  
Grit Conveyor Installation Bids**

- ▶ **Motion:** Chockley moved, Otto supported, to contract with Lyon Building & Site Services to replace the Grit Conveyor at a cost of \$9,641.

Dockett thanked WWTP Superintendent Willis for getting multiple bids for this.

**Motion carried 7—0 on a roll call vote.**

6.

**Wastewater Treatment Plant (WWTP)  
Request to Purchase Return Sludge Pump**

- ▶ **Motion:** Chockley moved, Zelenock supported, to postpone the decision until Mr. Willis can be present to answer questions.

The Board discussed why only one bid was presented.

**Motion withdrawn.**

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Public Safety Building; 8350 Main Street  
February 13, 2018**

- ▶ **Motion:** Manley moved, Zelenock supported, the bid from Kennedy Industries for purchase of a return sludge pump be accepted at a cost of \$8,935.00 pending confirmation from Superintendent Willis that this is the only company that makes this pump.  
**Motion carried 7—0 on a roll call vote.**

**7.  
Bills**

- ▶ **Motion:** Chockley moved, Chick supported, to accept the bills.

The Board briefly discussed several items.

**Motion carried 7—0 on a roll call vote.**

**8.  
Minutes**

One minor correction was made to the January 9, 2018, minutes.

- ▶ **Motion:** Chockley moved, Otto supported, to adopt all January, 2018, minutes as amended.  
**Motion carried 7—0 on a voice vote.**

**DISCUSSION**

**1.  
Establishing a Selection Committee for North  
Village Request for Proposals (RFP)**

Aynes described the contact he has had with interested parties, but noted that no specific proposals have been submitted. After a brief discussion it was agreed to consider this again in the future.

**2.  
Update on Potential Second Floor Buildout  
and Office Space Changes**

Aynes referred to proposals he has made for reconfiguring Township office spaces and creating a conference room on the second floor of the building. He said he will set up furniture in the proposed conference room area for

demonstration purposes. Manley said her priority is moving the Building Department to the second floor.

**3.  
Update on Kiwanis Request  
to Use 75 Barker Road**

Aynes reported that the proposed Kiwanis use of 75 Barker Road for their thrift store has been determined by the Building Official to be a change in use, and that would trigger expensive code upgrades. He said that cost would be the responsibility of the Township, and hiring of an engineer or architect would be necessary to determine that cost.

The Board had an extensive discussion about options, including getting another opinion about building code requirements, spending money to improve the building, and razing or selling the building. It was agreed to continue the discussion at a future meeting.

**SECOND CALL TO THE PUBLIC**

George Brown, 7868 Shady Beach, reported on plans for the 2018 Fourth of July Parade.

**BOARD MEMBER COMMENTS**

Board members made brief comments about the list of Board goals, the cost of running the Township (\$263,518.63 in December and \$395,823.55 in January), the success of the Pond Hockey classic, plans for the 4<sup>th</sup> of July Parade, and supporting local businesses.

**CORRESPONDENCE AND ANNOUNCEMENTS**

Chockley noted a special meeting is planned for ~~January~~ February 27<sup>th</sup> prior to the regular Board meeting.

**ADJOURNMENT**

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

The meeting adjourned at 10:20 P.M.

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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 March 13, 2018.

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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/](http://www.twp-northfield.org/government/township_board_of_trustees/)