

# NORTHFIELD TOWNSHIP Township Board Minutes July 24, 2018

## CALL TO ORDER

The meeting was called to order at 7:05 P.M. by Supervisor Chockley at 8350 Main Street.

## INVOCATION/PLEDGE

Supervisor Chockley 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

## FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, and David Gordon, 5558 Hellner Road, made comments about the North Village development proposal, development of a public beachfront, use of 75 Barker Road by Kiwanis, ways to attract developers to the Township, increasing staff pay, and sewer plant improvements.

## BOARD MEMBER RESPONSE

Board members responded to comments about sewer plant improvements, Kiwanis use of 75 Barker Road, the North Village proposal, and promoting the Township to developers.

## CORRESPONDENCE AND ANNOUNCEMENTS

Manley referred to her memo regarding elections.

## ADOPT AGENDA

- **Motion:** Beliger moved, Dockett supported, that the agenda be amended to discuss Waiving of Fees Associated with Civic Event Applications prior to considering the Civic Event Permit for Trunk-A-Palooza.

Manley referred to information in the Board packet showing that the Board previously approved a policy of exempting all non-profits from fees for these permits.

**Beliger withdrew her motion.**

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

## APPROVAL OF MINUTES

Several changes were made.

- **Motion:** Chockley moved, Otto supported, that the minutes of July 10, 2018, be approved as amended. **Motion carried 7—0 on a voice vote.**

## PRESENTATION: Huron River Watershed Council

Laura Rubin, Director of the Huron River Watershed Council (HRWC), said the HRWC was formed by 16 government units coming together following periods of drought and flooding in the 1960s. She said member dues make up 7% of the budget, and the rest of the funding comes from work performed (e.g. monitoring), Federal and State grants, foundation grants, and donations. She said they monitor water and land, assess properties for preservation, provide services such as the Green Infrastructure Workshop for Northfield Township in 2015, help dozens of volunteer lake monitoring organizations, and work to reduce pollution. She noted that the river itself brings economic benefit to the communities around it and distributed copies of the ~~WCRE~~ HRWC annual report.

In answer to questions, Rubin said there are 20 major tributaries to the Huron River, the ~~WCRE~~ HRWC spends \$10,000 or less on lobbying for legislation, and spots that are monitored in the watershed are chosen by need, and paying dues allows the Township to have representative on the ~~WCRE~~ HRWC Board of Directors and entitles the Township to reports and services. Chockley noted the Township has groundwater recharge areas that need to be protected, and said she would like to consider banning toxic coal tar sealant. Beliger said she does not think the Township should contribute to the ~~WCRE~~ HRWC in addition to the state and federal grants it receives.

**Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
July 24, 2018**

Chockley said the dues for the ~~WERE~~ HRWC were included in the open bills approved on July 10<sup>th</sup>. In response to a question from Dockett, Chockley said she will check to make sure the dues are included in the budget.

**AGENDA ITEMS**

**1.  
Receive and Discuss Scoring of  
Proposal for North Village**

Paul Lippens, Township Planner, reviewed his July 19<sup>th</sup> memo which scored the Lockwood Development senior housing proposal for the North Village site. He said it does not meet all Township requirements, but is a good first step.

Regarding next steps, Lippens said other people could go through the scoring process for the proposal, the Manager could negotiate changes to the proposal, more detailed financials could be requested from Lockwood and resources for public investment investigated, or the Township could look for alternatives bids or qualifications (RFQs). He recalled that the Township sent letters to many developers inviting them to participate in the RFP process and Manager Aynes met with several of them, and many advertising avenues were used.

In answer to questions, Lippens said he does not know what it would cost, but an RFQ process would take about as long as the RFP process. Beliger said she would prefer to see condominiums rather than rental units. Dockett said the Township has spent \$500,000 on this site, and he will be voting no on this proposal. Chockley reported that DDA members' comments included a desire for mixed use, more open space, primarily owned rather than rentals, less senior housing, loft housing, and housing for a variety of family types and budgets. Chick asked for a property tax impact analysis. Otto said there seems to be consensus about the scoring of the proposal, so further scoring is not needed.

Zelenock asked why there were not more proposals for a lakefront property. Aynes said one developer said the vision of the community is not open to development, while another said they were impressed with the community and wanted to make a proposal, but they could not find a financial partner in the time allotted. Aynes said he was not impressed with the proposal because of lack of detail, but it is worth looking at because it shows strong interest in the community from Lockwood.

- ▶ **Motion:** Zelenock moved, Chockley supported, to continue working with Lockwood Development for another 60 days for a complete North Village proposal including a complete financial evaluation. **Motion carried 6—1 on a roll call vote, Dockett opposed.**

The Board asked for more information to be provided by the next Board meeting for the cost of pursuing additional proposals or RFQs. Beliger asked that the developer who was looking for financial partner be contacted again. Aynes said he will do that.

**2.  
Ordinance 18-58: Amend Zoning Ordinance Article II  
Section 36-29 to Revise Definition Language to  
Address Waterfront Yard and Setbacks**

- ▶ **Motion:** Chick moved, Chockley supported, to approve Ordinance 18-58, an Ordinance of the Board of Trustees of Northfield Township, Michigan, to Amend Article II, Definitions, Section 36-29, Definitions.

In answer to questions, Chick said this applies to all zoning districts and will help clarify where setbacks are on waterfront lots using the established high lake levels as defined by the Water Resources Commissioner.

**Motion carried 6—1 on a roll call vote, Dockett opposed. Resolution adopted.**

**3.  
Ordinance 18-59: Amend Zoning Ordinance  
Article IV Section 36-98 to Clarify Overhang  
Setbacks**

- ▶ **Motion:** Chick moved, Otto supported, to approve Ordinance 18-59, an Ordinance of the Board of Trustees of Northfield Township, Michigan, to Amend Article IV, Schedule of District Regulations, General Provisions, Section 36-98(F) Yard Measurements—Overhang Clarification.

In answer to questions, Planning consultant Paul Lippens said this clarifies existing language.

**Motion carried 6—1 on a roll call vote, Dockett opposed. Resolution adopted.**

**4.  
Ordinance 18-60: Amend Zoning Ordinance  
Article IV Section 36-98 Schedule of Regulations  
to Revised Accessory Uses and Buildings**

- ▶ **Motion:** Chick moved, Otto supported, to approve Ordinance 18-60, an Ordinance of the Board of Trustees of Northfield Township, Michigan, to Amend Article IV, Schedule of District Regulations, General Provisions, Section 36-98(D)(2) General Provisions—Accessory Uses and Buildings, Article VIII, SR-1 Single Family Residential District, Section 36-218(4) Yard and Setback Requirements, Article IX, SR-2 Single Family Residential District, Section 36-248(4) Yard and Setback Requirements, Article X, Multiple Family Residential District, Section 36-278(4) Yard and Setback Requirements.

Planning consultant Paul Lippens said this resolves two conflicting ordinance requirements about side yard setbacks. He said this does not increase setback requirements and is less restrictive regarding placement of accessory buildings.

**Motion carried 6—1 on a roll call vote, Dockett opposed. Resolution adopted.**

5.

**Consider Salary Increase for Non-Union Staff**

- ▶ **Motion:** Beliger moved, Zelenock supported, that the Board approve a 2% cost-of-living increase for all non-union employees in the Township office and Wastewater Treatment Plant.

Manley suggested approving this, then considering merit raises after the union contract is settled.

**Motion carried 5—2 on a roll call vote, Dockett and Chick opposed.**

Chick said the increase should be 3%. Chockley agreed and said the staff do excellent work.

- ▶ **Motion:** Zelenock moved, Otto supported, that the 2% pay increase be retroactive to July 1, 2018. **Motion carried 6—1 on a roll call vote, Dockett opposed.**

6.

**Civic Event Permit for Trunk-A-Palooza**

Chockley said the purpose of this event is to promote local businesses, and the \$5 fee per car will be collected by the DDA to defray any costs for the event and to improve the downtown area.

- ▶ **Motion:** Chockley moved, Beliger supported, to approve the Civic Event Permit for the Truck-A-Palooza on Sunday, September 16, 2018, from 1:00 P.M. TO 4:00 P.M. at the North Village Community Park, with a rain date of September 23, 2018, and to authorize the DDA to work with Chief Wagner on any remaining details of parking, signage, and site circulation. **Motion carried 7—0 on a voice vote.**

7.

**Board of Review Member Resignation and Appointment of Replacement**

Chockley ~~removed~~ reported that Robert Erickson is moving out of the community so is resigning.

- ▶ **Motion:** Chockley moved, Zelenock supported, that Chris Salata be appointed to fill the remainder of Robert Erickson's term on the Board of Review ending December 31, 2018.

In answer to a question from Beliger, Chockley said Dan Smith, also an alternate, was considered for this appointment.

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

DISCUSSION

1.

**Wastewater Treatment Plant (WWTP) Equalization Basin And Associated System Development Charges and Quarterly Fee Increase**

Otto said she created the *Wastewater Treatment Plant Capacity* document by pulling information from various documents submitted in the past by the Township engineers.

---

The meeting was recessed for five minutes.

---

Aynes referred to his memo, and said there are four options, and he and the WWTP Superintendent recommend two of them:

- Maintaining current operations and adjusting fees for inflation, which has been approved by the Board.
- A \$3 million retention tank to hold overflow sewage in high water events to allow it to be treated as the capacity of the plant allows.

He said the other two options are not recommended:

- WWTP expansion, which the WWTP Superintendent estimates is 20+ years away from being needed.
- Storage tank *and* sewer line, because the WWTP Superintendent says the sewer line is not needed at this point.

He recommended using \$200,000 from the sewer fund reserves to prepare for building the tank. He noted the tank location has been identified and soil testing completed. He said if approved today it would be two years before the tank is operational, with the first six months being a planning period. He said the Board could decide after that initial period not to proceed without having spent funds on construction.

Superintendent Willis said:

- Inspections have shown there are few illegal stormwater connections to the sewer system, but pipes leak and allow infiltration during heavy storm, resulting in capacity being exceeded.
- Current plant capacity can handle additional REUs without expanding the plant, and even if the plant were expanded the tank would still be needed for overflows.
- There are many miles of sewer line, and the cost of repairing all leaking pipes would cost far more than the cost of a retention tank.

The Board also discussed the history of legal actions regarding the sewer plant, what commitments the Township has made to provide sewer capacity for future developments, financing for a retention tank, and the legal requirement for the Board to mail a postcard to residents asking for input when spending more than \$250,000. Burns recommended that the Board get advice from the Township's financial advisors to determine whether the Township could sell the bonds needed to finance a tank.

**Northfield Township Board Meeting  
Minutes of Regular Meeting  
Public Safety Building; 8350 Main Street  
July 24, 2018**

- ▶ **Motion:** Chockley moved, Chick supported, to increase the quarterly sewer service fee at our baseline level of \$87.00, effective August 1, 2018.

After discussion it was agreed to address this and other issues related to sewer capacity at the August 14<sup>th</sup> meeting.

**Chockley withdrew her motion.**

**2.  
Waiving of Fees Associated with  
Civic Event Applications**

It was noted that the Board previously approved a policy of exempting all non-profits from fees for these permits.

**SECOND CALL TO THE PUBLIC**

Dale Brewer, 11548 East Shore Drive, Green Oak Township, spoke about sewer expansion issues and the issue of asphalt sealants.

---

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 August 14, 2018.

---

Kathleen Manley, Clerk

**BOARD MEMBER COMMENTS**

Board members announced a meeting on July 30<sup>th</sup> at 6:30 P.M. regarding the Northfield Estates water supply, commented on excellent service provided by a Township police officer recently, urged support of local businesses, and reminded everyone of the August 7<sup>th</sup> election.

**ADJOURNMENT**

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

The meeting adjourned 10:52 P.M.

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/)