

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
November 13, 2007**

- ▶ **Motion:** Gordon moved, Wilson supported, that the recommendation of the Building/Zoning Subcommittee to contract with Pittsfield Township to perform the duties of the Building Official, and to contract with Carlisle/Wortman for all zoning administration duties, both for an initial period of six months, be approved, and that they work together to bring detailed, legal contracts to the Board at the next meeting. **Motion carried 7—0 6—0 on a voice vote.**

**5.
Compliance of Waste Water Treatment Plant**

Cicchella referred to the letter of October 29, 2007, from the Department of Environmental Quality notifying the Township that the Wastewater Treatment Plant had been inspected on October 25th and found to be in compliance with Michigan Part 24 Administrative Rules for the land application of biosolids. Cicchella thanked Jim Cox for his role in this.

**6.
Consideration of Investment
and Depository Designation Resolution**

Wilson referred to the proposed *Investment and Depository Designation Resolution*, and she explained that this is being proposed to take into account some minor changes in law. She said the auditors have reviewed this and reported that they have no problem with this as long as it is reapproved any time a bank used by the Township is changed.

Gordon asked how much money the Township has invested in the various institutions listed. Wilson said all accounts hold less than \$100,000 except National City, which is the Township's main bank for operations. Gordon asked if there are any guidelines in place for investment of funds. Wilson noted that guidelines are included in the proposed resolution, including the requirement that all investments be made in the United States.

[Wojtys arrived at this point].

Gordon asked Cicchella for his opinion. Cicchella said he might have different objectives if it was up to him, but has no objection to it as it is.

- ▶ **Motion:** Wilson moved, Shink supported, that the *Investment and Depository Designation Resolution* be approved as proposed. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

**7.
East Shore Drive Pumping Station
Change Order No. 3R**

Cicchella recalled that the Township Board had withheld \$2,000 in payment for paving, but Tetra Tech is now recommending payment of those funds and had explained that the total bill for this part of the contract had actually been reduced by the contractor. Shink said she believes all remaining funds on this contract should be withheld until all repairs to Doug Del Favero's condominium are complete. Cicchella agreed that withholding these funds

gives the Board additional leverage in getting all remaining problems with the surrounding site resolved.

- ▶ **Motion:** Lupi moved, Shink supported, that the decision on the East Shore Drive Pumping Station Change Order No. 3R be postponed. **Motion carried 7—0 on a voice vote.**

**8.
Consider Action on
1960 North Territorial Consent Judgment**

Manning explained that a consent judgment dated 10/9/07 authorizes the Township to raze the house at 1960 North Territorial. She explained that the cost of this would become a lien on the property, so as a receivable would not affect the Township's balance sheet, but it would affect cash flow. In answer to a question from Wojtys, Manning noted the estimate for removal is \$15,500.

Shink said this is one of the last remaining old school houses in the Township, and Matt Haggerty, with whom she spoke today, says there is no danger of the property falling down right now. She asked for a month to research preservation options for this property, and noted that Haggerty has indicated he is willing to work with the Township on this.

Manning noted that even if options are found, the Township has no right to do anything with the building other than demolish it because it is still owned privately. Cicchella said he is concerned about the possible liability of kids getting hurt in this vacant building, although he would not object to waiting a month. Shink said she does not believe the Township has an obligation to remove the building or has any liability by not removing it.

- ▶ **Motion:** Lupi moved, Shink supported, that consideration of action on the demolition of the building at 1960 North Territorial be postponed until no later than the first meeting date in January, 2008. **Motion carried 7—0 on a voice vote.**

**9.
Consider Credit Card Use Policy Resolution**

Manning said she would like the Board to consider the use of Township credit cards, and explained that she is bringing this up because Sue Laity, in her position as Senior Center Director, is in the position of having to pay for expenses up front and then be reimbursed. She said other department heads would also have reason to use credit cards for professional expenses.

There was discussion about how many cards there would be in whose name, what the credit limit would be, and other details.

Cicchella suggested that since the main need is for the Senior Center that a card be obtained for Sue Laity, and that an additional card be kept in the safe for occasional use by others. There was discussion about the policies being used now for reimbursement of expenses. Manning said reimbursement is not given without proper documentation for expenses.