

**NORTHFIELD TOWNSHIP
Township Board
Notes
December 14, 2010**

CALL TO ORDER

The meeting was called to order at 7:03 P.M. by Supervisor Mozurkewich at 8350 Main Street.

FIRST CALL TO THE PUBLIC

No comments.

PLEDGE/INVOCATION

Supervisor Mozurkewich led those present in the Pledge of Allegiance and Dan Rowe provided a brief prayer.

REPORTS

Department Head Reports

ROLL CALL

Debra Mozurkewich	Present
Michele Manning	Present
Cynthia Wilson	Present
Wayne Dockett	Absent with notice
Samuel Iaquinto	Present
Daniel Rowe	Present
Mark Stanalajczo	Present

Also present:

Public Safety Director William Wagner
Police Sgt. Martin Smith
Senior Center Director Susan Laity
Wastewater Treatment Plant Superintendent James Cox
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**
- **Board & Commission Appointments**
- **2011 Holiday Schedule**
- **Planning Commission Resignation**

Rowe asked that Minutes and Board & Commission Appointments be pulled from the consent agenda.

- ▶ **Motion:** Iaquinto moved, Rowe supported, that Bills, the 2011 Holiday Schedule, and Planning Commission Resignation of Mark Stanalajczo be approved as presented. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

- ▶ **Motion:** Mozurkewich moved, Rowe supported, that balance of the agenda be adopted with the addition of Minutes and Board & Commission Appointments as Action Items 1 and 2. **Motion carried 6—0 on a voice vote.**

Public Safety. Wagner referred to his written report and cautioned the public to use space heaters properly, to make sure space heaters have UL ratings, to make sure all CO detectors and smoke alarms are working properly, to keep cut Christmas trees watered, to remember that extension cords are for temporary use only, to use properly sized extension cords, and to turn off Christmas lights when leaving the house.

Rowe asked what clarification Wagner is looking for from the Township Board about a medical marijuana ordinance. Iaquinto noted that six Board members had indicated they are not interested in having an ordinance, and one indicated they are. Rowe asked if the Township attorney has given an opinion on the subject. Iaquinto said the attorney will be at the next Planning Commission meeting.

- ▶ **Motion:** Rowe moved, Iaquinto supported, that the Township attorney be requested to give an opinion on the possibility of extending the medical marijuana moratorium or whether it would be better not to have an ordinance, and to direct the Police Department to take no additional enforcement action until the Township Board has taken action on the issue. **Motion carried 6—0 on a voice vote.**

Police Department. Sgt. Smith read a statement from Lt. Greene reporting on the excellent help from other area policing departments which resulted in great case closures recently.

Wastewater Treatment Plant. Superintendent Cox reported that the energy conservation rebate of \$3200 from Consumers Energy had been received, and paperwork has been filed for the DTE refund which will be another \$3600.

Senior Center. Laity reported that the grant check had been received and she has been working on the plans for the lighting project that those funds will be used for.

Supervisor's Report

Mozurkewich referred to her written report.

**Northfield Township Board Meeting
Notes of Regular Meeting
Public Safety Building; 8350 Main Street
December 14, 2010**

DDA Report

Mozurkewich noted there is an agenda item regarding the DDA.

ZBA Report

No report.

Planning Commission Report

Iaquinto reported that the December 1st meeting was canceled, but there will be a meeting on December 15th as well as a master plan committee meeting.

ACTION ITEMS

**1.
Minutes**

Rowe corrected the name of the person who supported a motion, as follows:

Motion: Dockett moved, ~~Rowe~~ Iaquinto supported, that Mark Stanalajczo be appointed as Trustee to fill the Township Board position being vacated by Dan Smith.

- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, that the minutes of November 23, 2010, be accepted as amended. **Motion carried 6—0 on a voice vote.**

**2.
Board & Commission Appointments**

- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to appoint Earl LaFave to the DDA for a term of four years expiring June 30, 2014. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to appoint Glen Ewald to the Planning Commission for a term of three years expiring December 31, 2013. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to appoint John Mayleben to the Planning Commission for a term of two years expiring December 31, 2012. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to reappoint Tracy Thomas to the Planning Commission for a term of three years expiring December 31, 2013. **Motion carried 6—0 on a voice vote.**

- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to appoint Mark Stanalajczo as Township Board Representative to the Zoning Board of Appeals for a term of two years expiring November 20, 2012. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to appoint Tim Anderson to the Zoning Board of Appeals for a term of three years expiring December 31, 2013. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to reappoint Edgar Gyde to the Board of Review for a term of two years expiring December 31, 2012. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to reappoint Jon Messner to the Board of Review for a term of two years expiring December 31, 2013. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to reappoint Jim Purrington to the Board of Review for a term of two years expiring December 31, 2012. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Rowe supported, moved to appoint Bob Camron as an alternate to the Board of Review for a term of two years expiring December 31, 2012. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to appoint Robert Erickson to the Blue Skies Advisory Commission for a term of two years expiring December 31, 2012.

In answer to a question from Rowe, Mozurkewich said she thinks Erickson has lived in the Township for just under one year.

Motion carried 6—0 on a voice vote.

- ▶ **Motion:** Mozurkewich moved, Iaquinto supported, to appoint Athenia Trenton to the Blue Skies Advisory Commission for a term of two years expiring December 31, 2012. **Motion carried 6—0 on a voice vote.**

Rowe said he believes these things need to be recited aloud for the purpose of transparency rather than being included in a consent agenda .

**3.
2011 Meeting Dates**

Manning noted that the proposed dates Township Board meeting dates are for the second and fourth Tuesdays of each month as has been the schedule traditionally. She asked if there is any interest in meeting less frequently. Iaquinto said he would prefer to set these dates, then cancel any unnecessary meetings. Rowe suggested trying to get all business conducted at the first monthly meeting so the second one can be canceled if there is no pressing

**Northfield Township Board Meeting
Notes of Regular Meeting
Public Safety Building; 8350 Main Street
December 14, 2010**

business. Mozurkewich said she would prefer to cancel any unnecessary meetings rather than having to call a special meeting.

- ▶ **Motion:** Manning moved, Mozurkewich supported, that the meeting dates for 2011 be approved as presented. **Motion carried 6—0 on a voice vote.**

4.

Consider Resolution for Hardship Exemptions

- ▶ **Motion:** Mozurkewich moved, Rowe supported, that the resolution *Procedures and Guidelines for 2011 Property Tax Hardship Exemption* be adopted as presented.

Mozurkewich noted that this year's information has changed from past years in an attempt to make it clear to applicants what information they need to submit in order for their application to be considered for approval.

Motion carried 6—0 on a roll call vote. Resolution adopted.

5.

Consider Additional Fee for Auditors to Cover Out of Scope Work

Manning noted that the auditors charged an additional \$2,500 for additional work they performed, and they have provided information supporting their billing.

- ▶ **Motion:** Rowe moved, Manning supported, that an additional \$2,500 be approved for Pfeffer Hanniford & Palka, Certified Public Accounts. **Motion carried 6—0 on a voice vote.**

6.

Consider Emergency Fueling Access Agreement with Washtenaw County Road Commission

Wagner explained that this agreement would allow the Township access to the County's fueling site on Zeeb Road—which has a generator—should it not be possible to fuel Township vehicles normally.

- ▶ **Motion:** Iaquinto moved, Manning supported, that the *Emergency Fueling Access Agreement* with Washtenaw County Road Commission be approved for five years. **Motion carried 6—0 on a voice vote.**

7.

Consider Civic Event Application for the Pond Hockey Tournament

Iaquinto provided information about the dates and activities of the event. He said all of the items listed in Chief Wagner's review have been provided or will be provided in a timely fashion. In answer to questions from Rowe, Iaquinto said applications to the DNR and Liquor Control Commission have been submitted. Rowe said it

appears that an additional indemnification is needed if alcohol is served, and he wants to make sure that is done before the event.

Wagner said he and Lt. Greene met with Iaquinto last week and generated the list of requirements. He said he is confident Iaquinto will provide the required information and documentation in a timely fashion, noting this is the fourth year of this event. He said he will inspect the setup prior to the event starting. Sgt. Smith said there have been no issues encountered during any of the past years of this event.

- ▶ **Motion:** Rowe supported, Stanalajczo supported, to approve the 2011 *Michigan Pond Hockey Classic* application as presented contingent upon all of the items listed by Chief Wagner as well as the indemnification requirement regarding alcohol. **Motion carried 5—0—1 on a voice vote, Iaquinto abstaining.**

8.

Consider Resolution to Approve Downtown Development Authority Façade Improvement Program

Mozurkewich referred to the documentation, including the resolution. Iaquinto said the 25 day term seems too short, and he suggested that it be expanded by 30 days. Mozurkewich suggested extending it through February 28th. Rowe asked if this has been adopted by the Downtown Development Authority (DDA). Mozurkewich said several amendments were needed per the DDA's review at their last meeting and the DDA will not be meeting again until January, but the Chair agreed there would be no problem with it proceeding to the Board in the meantime. Rowe questioned approving a DDA project which has not been approved by the DDA. He said he has no objection to the Township Board discussing it, but he would want DDA approval before he votes on it.

Mozurkewich said a kick-off event is scheduled for January 5th. Rowe said it concerns him that a project which has not been approved is being advertised to the public. Mozurkewich said she would say the DDA has approved, but not formally adopted, the project.

Stanalajczo expressed concern that the DDA has not had an opportunity to see the amendments to the proposal that they discussed at their last meeting. Mozurkewich said the changes discussed were typographical errors and copies of the corrected documents have been given to all DDA members. Stanalajczo said the DDA minutes do not reflect the discussion or the adoption of the project.

Iaquinto said it seems like the January 5th event could still be held without the project being formally approved, noting that the DDA and Township Board could give their approvals in January, especially if the program runs through February.

Rowe noted that in Item D in the application the 12 month scope of the project seems to be in conflict with the 18 month time period allowed for completion. Mozurkewich

**Northfield Township Board Meeting
Notes of Regular Meeting
Public Safety Building; 8350 Main Street
December 14, 2010**

thanked him for pointing this out. Rowe also said he wants it to be clear to everyone that the statement on page 15 about building materials is only a recommendation, not a requirement.

Mozurkewich withdrew her request for adoption of the resolution.

DISCUSSION/ACTION ITEMS

**1.
Possible Board Retreat**

Mozurkewich suggested that the Board hold another retreat for the purpose of considering future plans for the Township. Rowe suggested that the time reserved for second monthly Board meetings could occasionally be used for the purpose of a retreat, but he would want to make sure that no regular business is added to those agendas. He said he would have no objection to using a facilitator as long as there is no additional cost.

Iaquinto suggested perhaps having one of these sessions on the third Tuesday of a month. Manning said she would prefer not to add meetings.

**2.
Survey Results**

Mozurkewich said the Blue Skies Advisory Commission was very pleased with both the quantity and quality of surveys submitted by members of the public noting that there were 178 hand-written comments. She said some of the comments also showed that there are misconceptions about Township services.

She asked for feedback from Board members during the next couple weeks about the survey results. Rowe suggested taking an entire meeting or a substantial portion of a meeting to discuss this and try to set some direction after considering the results.

Iaquinto said he appreciated everyone's involvement in this process. He said it will help the Board in their development of plans for the Township. Stanalajczo and Rowe also thanked those who participated and the Blue Skies Advisory Commission for the professional job they

did on this. Mozurkewich acknowledged there was a significant amount of time spent on this and it is much appreciated.

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

Thank you. Stanalajczo noted that he had been appointed to fill the Board seat vacated by Dan Smith, who has been elected to the Washtenaw County Board of Commissioners. He thanked Dan Smith for the fantastic job he did during his time as a Board Trustee.

Tax Bill Distribution. Iaquinto said he has received several calls from residents asking when tax bills are required to be issued. Wilson said they are supposed to be out December 1st, but there was a problem with the printer, so they went out later. Iaquinto asked if that creates any legal issues. Wilson said she has not heard of this but can check into it.

Police Department Budget. Rowe said expenditures for part-time salaries are at 83% of the total year's budget. Wagner said this was expected because of the resignation of a full-time officer, and a budget amendment is needed to shift the expenditures between those line items. He said this will actually save the department money.

Welcome. Manning welcomed Stanalajczo to the Board.

Office Holiday Closing. Manning noted that the Township offices will be closed on December 23, 24, 30, and 31.

Open House. Manning invited everyone to the Township's Cookie Open House on Monday, December 20th, from 2:00 P.M. to 4:00 P.M.

ADJOURNMENT

► **Motion:** Wilson moved, Rowe supported, that the meeting be adjourned.
Motion carried 6—0 on a voice vote.

The meeting adjourned at 8:15 P.M.

Submitted by Lisa Lemble.

These notes are an expanded version of the official meeting minutes adopted by the Board of Trustees. Minutes and notes for all meetings are available on the Township's website at http://twp.northfield.mi.us/boards/twp_board