

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
November 13, 2012**

POLICE DEPARTMENT PRESENTATION

Amy Griffith Schultz described fundraising efforts she has been engaged in to provide equipment for the Police Department—an effort she began as a gesture of gratitude after the department's response to a break-in of her home.

PRESENTATION OF 2011-2012 AUDIT REPORT

John Pfeffer of Pfeffer, Hanniford & Palka presented the report for the audit of the fiscal year ending June 30, 2012. He said his firm is issuing the highest opinion possible—an unqualified opinion—about the Township's finances. He said over the past several years, during the economic downturn when valuations were going down, the Township has been able to add to its fund balances and get them to a comfortable level. He added that the Township has also increased its insured funds to 76%, which is very good.

Pfeffer said the Supervisor, Clerk, and Deputy Treasurer were all very helpful during the audit and he answered questions from Board members.

REPORTS (continued)

Police. Police Lt. Greene reviewed the written report for October.

- ▶ **Motion:** laquinto moved, Mozurkewich supported, that \$64,105.50 be authorized for the purchase of two new vehicles with outfitting to be paid for from the Narcotics Fund. **Motion carried 5—0 on a voice vote.**

Senior Center. Laity said on November 26th a Medicare representative will be at the Center to help people with insurance.

Wastewater Treatment Plant. Hardesty referred to his written report.

- ▶ **Motion:** Mozurkewich moved, Stanalajczo supported, that up to \$3,860 be authorized for payment to B.J. Heating & Cooling, Inc. for installation of a 1.5" natural gas line. **Motion carried 5—0 on a voice vote.**

Hardesty reported that the sewer line serving 11786 Kenton was repaired on an emergency basis.

Downtown Development Authority

Nothing to report.

Zoning Board of Appeals

Stanalajczo reported that the ZBA has not met since the last Township Board meeting.

Planning Commission

laquinto referred to Item #2 on the agenda.

MINUTES and BILLS

Dockett and Stanalajczo made three corrections to the minutes of October 9, 2012.

- ▶ **Motion:** Mozurkewich moved, Manning supported, that the minutes of October 9, 2012, be accepted as amended, and to dispense with the reading. **Motion carried 5—0 on a voice vote.**
- ▶ **Motion:** Mozurkewich moved, Manning supported, that the bills be approved as presented. **Motion carried 5—0 on a voice vote.**

DISCUSSION/ACTION ITEMS

1.

Consider Purchase of 9142 Main Street

Manning explained that the taxes on this property have continually gone unpaid with the property owner then redeeming the property prior to tax sale. She said the Township has a lien on the property, and the Township Treasurer is offering it to Northfield Township for \$5,876 prior to it going to tax sale. She said this is across from the Senior Center which is in need of overflow parking area.

- ▶ **Motion:** Stanalajczo moved, Manning supported, that the expenditure of \$5,876 be authorized for the purchase of Parcel 02-05-368-013, 9142 Main Street. **Motion carried 6—0 on a voice vote.**

2.

Consider Sanitary Sewer Service Expansion Policy as Recommended by the Planning Commission

- ▶ **Motion:** laquinto moved, Stanalajczo supported, that the Sewer Service Expansion Policy as recommended by the Planning Commission be approved. **Motion carried 6—0 on a voice vote.**

3.

Investment Policy

Stanalajczo recalled that the auditors' reports for the last several years has noted that some of the Township's investment funds are not insured. He said the Township's current investment policy has a lot of holes in it, with the Treasurer being entrusted with making the Township's investment. **He said he has drafted a new investment policy** to increase transparency and accountability and he read it aloud.

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- ▶ **Motion:** Stanalajczo moved, laquinto supported, that the Investment Policy be adopted as presented.

Mozurkewich said she would not support this because it is a weighty matter and she would have preferred to have the opportunity to consider it in advance of the meeting.

Motion carried 4—1 on a voice vote, Mozurkewich opposed.

**4.
Discussion on Phase 2 of the
Barker Road Non-Motorized Bike Path**

Stanalajczo said it was found that necessary easements had not been secured, so Phase 2 was divided into two parts— Part A from the Main Street to the railroad tracks was approved last month, and Part B is supposed to extend to under the US-23 overpass. He said it appears that part B will never be built because easements will not be granted by two property owners.

- ▶ **Motion:** Stanalajczo moved, laquinto supported, to sever any further professional and contractual relationship with Boss Engineering concerning Phase 2B of the Northfield Township non-motorized bike path and to instruct the Township attorney to negotiate payment terms with Boss engineering for services already provided in connection with the above mentioned. **Motion carried 3—2 on a voice vote, Mozurkewich and Manning opposed.**
- ▶ **Motion:** Stanalajczo moved, laquinto supported, that engineering services be put out for bid for Phase 2B of the non-motorized bike path be for construction of said path from just east of the railroad tracks west along the north side of Barker Road and extending under US-23 terminating just west of US-23. Advertisements for the bids are to be placed by the Township Manager with an end date for submission of December 7, 2012, for consideration at the December 10, 2012, Township Board meeting. Point of contact for specifications for the project shall be the Township Manager.

Mozurkewich said she will not support this because a traffic study showed that there are more traffic conflicts on the other side of the road. laquinto said it is much more hazardous to cross highway ramps than driveways. Stanalajczo asked Wagner to comment. Wagner said he is not an expert, but it seems that it would be safer on the other side of the road. Manning said the traffic at the end of the exit ramp stops at a stop sign.

Motion carried 3—2 on a voice vote, Mozurkewich and Manning opposed.

**5.
Discussion of NSF Charges**

The Board discussed recent overdraft charges and late fees on bills..

- ▶ **Motion:** Stanalajczo moved, laquinto supported, that the Township Controller be required to report to the Township Board monthly any and all late fees on any bills and/or overdrafts charged to the Township during that month. The Controller is also directed to set up a separate line item in each fund budget to account for these charges and fees. An annual total of all late and overdraft fees for that fiscal year is to be provided to the Township Board by June 1st of that fiscal year. That total will then be posted predominantly on the Township website for public review. **Motion carried 5—0 on a voice vote.**
- ▶ **Motion:** Stanalajczo moved, laquinto supported, that the Township Clerk be required to provide monthly to the Township Board institutions and balances for all funds that monies are being disbursed from or checks are being written from as of the last day of each month. That way the Township Board will know exactly what is in there and we will not be having these negative balances coming up again. **Motion carried 5—0 on a voice vote.**

**6.
Shooting Range at 5991 Sutton Road**

- ▶ **Motion:** Stanalajczo supported, that information on the issues regarding the shooting range at 5991 Sutton Road be directed to Mr. Fred Lucas for review and opinion to be sent back to the Township Board to be contacted by Mr. Bill Wagner. **Motion carried 5—0 on a voice vote.**

**7.
Provision of New Supervisor with an
Unencrypted Copy of the Supervisor's Hard Drive**

- ▶ **Motion:** Stanalajczo moved, laquinto supported, that SRR be directed to provide an unencrypted USB hard drive copy of the currently encrypted hard drive that they have that was the current Supervisor's to be given to Mr. Wagner to be presented to the new Supervisor once her oath of office has been taken at a cost not to exceed \$400. **Motion carried 4—1 on a voice vote, Mozurkewich opposed.**

SECOND CALL TO THE PUBLIC

No comments.