

NORTHFIELD TOWNSHIP
Township Board
Minutes
February 11, 2020

CALL TO ORDER

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

PLEDGE/INVOCATION

Trustee Beliger 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 (arrived at 7:05 P.M.)	
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee Present (arrived at 7:08 P.M.)	

Also present:

Public Safety Director William Wagner
Wastewater Treatment Plant Superintendent Dan Willis
Township Engineer Brian Rubel, Tetra Tech
Township Planner Paul Lippens, McKenna
Township Manager Steven Aynes
Township Attorney James Fink, Fink & Fink PLLC
Recording Secretary Lisa Lemble
Members of the community

FIRST CALL TO THE PUBLIC

[Chick and Otto arrived].

Dale Brewer, representing the Connect Five Veteran's Foundation, presented Chief Wagner with a plaque and two label lapel pins to thank him for his support. Those present stood and applauded Wagner. Wagner said he and his officers thank the organization for allowing them to be part of their activities.

Sam Iaquinto, 9876 Main, Parks & Recreation Committee Chair, Mike Cicchella, 7789 Sutton, Jack Secrist, 7140 Nollar Road (reading a letter from Jenni Olney, Lakewood Court, DDA member), Brian Trim, 254 Lake View, Scott Chisholm, 8006 Lakeshore, Faith Wheeler, 371 Grove, and Tim Offerle, 8105 Lakeshore, commented on the North Village Park. Anne Hunter, 8176 Fair Oaks Drive, Jessica Mizner, 8176 Fair Oak Drive, Dale Brewer, Burke O'Berry, 8176 Fair Oaks?, commented on the proposed sewer plant retention basin. Jack Secrist, Nollar Road. Marissa Prizgint, 32 Schrumm Drive, commented on 75 Barker Road, the sewer plant retention basin, and updating the Township website. She also read a letter from L.J. Walters, 412 East Shore Drive, regarding Call to the Public rules.

BOARD MEMBER RESPONSE

Board members thanked Dale Brewer for his volunteer work and addressed comments and provided information about the issues brought up during the Call the Public.

CONSENT AGENDA

- **Reports**
- **Notes of January 28, 2020 Drawing**
- **Check Disbursement for 1/10/20-2/6/20**
- **Correspondence**

- **Motion:** Chockley moved, Beliger seconded, that the consent agenda be adopted as presented.

Board members asked questions about the Wastewater Treatment Plant report and Planning Commission annual report. Willis provided information about planned repair work and new technology being implemented, and Lippens explained how work will proceed on the Planning Commission work plan.

Motion carried 7—0 on a voice vote.

CORRESPONDENCE AND ANNOUNCEMENTS

- Zelenock noted property tax payments are due by Friday, February 14th.
- The Board of Review will meet on March 10th and 12th.
- The Board will hold an informal question and answer period at 6:00 P.M. on February 25th.

AGENDA ITEMS

1.

**Approve Payment of Open Bills
(expected check run date 2/12/2020)**

- **Motion #1:** Chockley moved, Chick seconded, to approve payment of Open Bills (expected check run date 2/12/2020) for a total of \$176,730.63 from all funds in the Municipal Investment Fund (MIF) account.

Dockett said he is opposed to paying SEMCOG dues.

- **Motion #2:** Beliger moved, Dockett seconded, to not to pay 2019 SEMCOG dues of \$1,223.

Motion #2 failed 2—5 on a roll call vote, Chick, Otto, Manley, Chockley, and Zelenock opposed.

Motion #1 carried 5—2 on a roll call vote, Beliger and Dockett opposed.

2.

People's Express Contract for 2020

- **Motion:** Chockley moved, Chick seconded, to adopt the contract with People's Express for January 1 - December 31, 2020, and to authorize the Township Supervisor and Manager to sign the agreement pending attorney approval.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
February 11, 2020**

Beliger said the Township should not be subsidizing People's Express, which should be thanking the Township for the services the Township provides to it given that it does not contribute to the Township's tax base. Zelenock, a People's Express board member, answered questions from Dockett about the cost and scheduling of rides. Chick and Otto noted rides are provided at very low price for those in the greatest need in the community.

Motion carried 4—2—1 on a roll call vote, Dockett and Beliger opposed, Zelenock abstaining.

**3.
Fire Department Request
to Purchase Jaws of Life**

- ▶ **Motion:** Chockley moved, Otto seconded, to purchase one full set of Jaws equipment, including the extras of spreader, ram, combi tool, direct electrical power cord, and set of chains, at a cost of \$41,400.

In answer to questions, Chief Wagner said the department was not able to get a grant for this, this equipment will probably be used about 10 times per year, and older equipment will be traded in as part of the purchase.

Motion carried 7—0 on a voice vote.

**4.
Contract with Fink & Fink, PLLC**

- ▶ **Motion:** Chockley moved, Beliger seconded, to authorize the Township Manager to sign the letter of agreement with Fink & Fink PLLC for legal services as detailed in the proposal received by the Board dated January 13, 2020.

The Board discussed whether the agreement should include more specific information (term, duties to be performed, etc.) and a statement regarding the issue of the Township attorney acting only at the direction of the entire Board. Fink said the governing document is the proposal from his firm which was accepted by the Township Board. He said he does not need a contract, and the Board can dismiss his firm at any point without notice. He added that he would expect full Board direction for written opinions, but there may be matters that come up between Board meetings that need to be addressed.

Motion carried 4—3 on a roll call vote, Dockett, Otto, and Chick opposed.

**5.
Funding Options for Wastewater Treatment Plant
Equalization Basin Construction**

- ▶ **Motion:** Chockley moved, Chick seconded, that the Township Manager and Township legal counsel draft a resolution to be considered at the February 25, 2020, meeting to authorize the publication of the intent to issue General Obligation Bonds in the amount of \$6,240,225 for the construction of an equalization basin at the wastewater treatment plant.

In answer to questions, Brian Rubel, Tetra Tech, said:

- Tetra Tech has completed drawings needed for bids, but there are costs in addition to what is paid to the contractor (engineering, legal, financial) as well as a 25% contingency amount, which would allow the project to proceed if bids come in high.
- He is not sure what the speakers during Call to the Public were referring to about using more modern technology, but there are three ways to address the issue: (a) find and correct infiltration sources, (b) push more water through the pipes (both of which the plant staff do), and (c) to manage the flows, which the proposed tank would assist with.
- He does not know of another logical location for the tank given limitations on the site, including wetlands, and the need to drain the tank using gravity. He confirmed trees are being removed.

Board members made comments including that this proposal will need to be approved by Green Oak Township (which has issued a letter stating the proposal meets all site plan requirements), a 25% contingency seems excessive and specifics of what is included should be provided, what the cost to sewer customers is should be clear, the Township should consider a time of sale inspection program to help correct infiltration issues, residents not on sewer should not be liable for future expenses, and more information should be provided about the cost of preventing infiltration.

There was discussion about the need for the basin, and Aynes noted the Township has now been given an official notice that the plant is in violation in a number of areas, with a response required by March 13th indicating what the Township intends to do to prevent future violations. Willis said the State is stepping up their enforcement in all community regarding stormwater management.

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

**6.
Sale of A Portion of the North Village
to Livonia Builders with Conditions**

- ▶ **Motion:** Beliger moved, Chick seconded, that the Township accept the offer by Livonia Builders to purchase the portion of the North Village site as indicated for the placement of approximately 90 single-family homes for a price of \$765,000, including the seven changes, which includes approximately 6.5 acres of park.

There was discussion about whether this action would be binding. Fink suggested that the Board direct the him to work with the Township Manager to bring a recommendation to the Board about next steps.

Beliger withdrew her motion.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
February 11, 2020**

- ▶ **Motion:** Beliger moved, Chick seconded, that the Township Manager work with the Township attorney to review the current offer from Livonia Builders and bring back to the Board recommendations for proceeding.

Board members made statements for and against retaining the entire property as park, discussed the history of the decision-making process about how to use the property, and questioned what the market value of the property is.

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

**7.
Sale of 75 Barker Road and Public Parking**

- ▶ **Motion:** Chockley moved, Otto seconded, to authorize the Township Manager to communicate with Thomas Duke the preference of the Board to sell 75 Barker with the expectation that an easement will be negotiated with the buyer to provide public parking on the parcel.

The Board questioned whether any of the offers made are still valid and whether the Township can change what it is offering for sale at this point. Fink said the Board does not have to accept any of the offers and may take the property off the market. He recommended that the Board decide what it wants to do before proceeding. Several Board members indicated they would prefer to retain the parking via an easement for public use.

Fink noted details such as who is responsible for maintenance, whether the new owner has the right to use any of the parking, whether specific spaces are to be reserved for public use, etc. must be determined.

There was discussion about whether any offers not including such an easement would be considered, the need to decide on what the Township's parking requirements are, and whether to ask the DDA to make a recommendation. Lippens noted the number of parking spaces available will depend on the design of the lot and recommended that he and Township Manager work with Thomas Duke on the details.

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

**8.
Amendment to Employee Handbook:
Updated Harassment Policy**

- ▶ **Motion:** Chockley moved, Manley seconded, to replace the draft harassment policy in the Employee Handbook with the version provided in the Board packet.

Chockley said the proposed language was reviewed by the Township's labor attorney. Aynes recalled that the Board had previously discussed a desire to provide employees concerned with harassment with someone they would feel comfortable speaking with.

Motion carried 7—0 on a roll call vote.

**9.
January 28, 2020, Minutes
of Special Board Meeting**

- ▶ **Motion:** Chockley moved, Otto seconded, that the minutes of the January 28, 2020, Special Board Meeting be approved as presented.

There was discussion about whether any members of the public were present.

- ▶ **Amended Motion:** Chockley moved, Beliger seconded, that the minutes of the January 28, 2020, Special Board Meeting be approved with the elimination of "Members of the Public" listed among those present.

Amended motion carried 7—0 on a voice vote.

**10.
January 28, 2020, Minutes
of Regular Board Meeting**

- ▶ **Motion:** Chockley moved, Otto seconded, that the minutes of the January 28, 2020, Regular Board Meeting be approved as presented.
Motion carried 7—0 on a voice vote.

TRUSTEE/LIAISON REPORTS

- ▶ **Motion:** Chockley moved, Beliger seconded, to approve the Trustee/Liaison reports.

Dockett made comments about the cost of the Washtenaw County Community College millage renewal and the issue of ingress and egress to the North Village site. Zelenock noted the Township will be moving to a different credit card processing company.

Regarding the General Fund report, Zelenock said she will be asking the controller to list marijuana fees as a separate revenue line in the future.

Motion carried 7—0 on a voice vote.

ANNOUNCEMENTS

No comments.

SECOND CALL TO THE PUBLIC

Dale Brewer, 11548 East Shore Drive, commented on the issue of parking to be retained at 75 Barker Road. Aynes answered a question from Mike Cicchella about the appraisal of the North Village site. Cicchella, Anne Hunter, Jessica Mizner, and Michael Repa, 8002 Fair Oaks Drive, commented on the proposed sewer plant retention basin. Jim Nelson, 7777 Sutton, and Faith Wheeler commented on the North Village site. Marissa Prizgint said she was glad to see progress being made on several issues.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
February 11, 2020**

BOARD MEMBER COMMENTS

Board members made comments, including:

- More information is needed about screening of the proposed retention basin and heavy equipment using the road.
- The size of the parcel being reserved for park on the North Village site was increased from 5 acres to at least

6.5 acres to account for some area being needed for roads and parking.

ADJOURNMENT

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

The meeting adjourned at 10:38 P.M.

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 February 25, 2020.

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/