

NORTHFIELD TOWNSHIP

Township Board

Minutes

December 10, 2019

CALL TO ORDER

The meeting was called to order at 7:06 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
Wayne Dockett, Trustee	Absent with notice
Jacki Otto, Trustee	Present

Also present:

Public Safety Director William Wagner
Wastewater Treatment Plant Superintendent Dan Willis
Community Center Director Tammy Averill
Township Planner Paul Lippens
Township Manager Steven Aynes
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

FIRST CALL TO THE PUBLIC

Faith Wheeler, 371 Grove, and Scott Chisholm, President of the Horseshoe Lake Homeowners Association, commented on the proposed Horseshoe Lake wetland preserve. Dana Forrester, 9255 Lakewood, commented on 75 Barker Road and the order of items on the agenda. David Gordon, Hellner Road, commented on lack of opportunity for public input on Township matters, plans for the North Village site, and sewer expansion. Dan Heimler with UTEC of Ann Arbor commented on the proposed copier lease renewal. James Trunko, 9255 Lakewood, commented on the marijuana ordinance. Marissa Prizgint, 32 Schrum, commented on the arrangement of the Board packet and the meeting agenda. Craig Warburton, 450 W. Joy, commented on the agenda, the Township newsletter content, and a FOIA request he had made.

BOARD MEMBER RESPONSE

Board members made comments about the order and content of the agenda, the intent of the Horseshoe Lake wetland preservation ordinance, indexing and page numbering of the on-line Board packet, the desire to survey Township residents about various issues, and

thanked the Road Commission for maintenance work they have done recently.

- ▶ **Motion:** Zelenock moved, Chick supported, to have a question and answer meeting on Tuesday, January 14, 2020, from 6:00 P.M. to 7:00 P.M.
Motion carried 6—0 on a voice vote.

CONSENT AGENDA:

- **Manager's Report**
- **Minutes of November 26, 2019**
- **Department Reports**
- **Code Enforcement Report**
- **Financial and Fund Balance Reports**
- **Check Disbursement Report for Paid Bills, 11/8/19 - 12/5/19**
- **Correspondence**

- ▶ **Motion:** Chockley moved, Manley seconded, to adopt the consent agenda as presented.

One change was made to the minutes. Chick made ~~suggested a suggestion~~ about handling calls from the public about marijuana licenses and code enforcement matters mentioned in the Manager's report. Aynes answered questions regarding progress on an RFQ for a new provider of legal services. Wagner said he has met with Pond Hockey representatives once, but no Civic Event Permit application has been submitted.

- ▶ **Amended motion:** Chockley moved, Manley seconded, to adopt the consent agenda with the minutes amended as indicated.
Amended motion carried 6—0 on a voice vote.

ADOPT BALANCE OF AGENDA

- ▶ **Motion #1:** Chockley moved, Manley seconded, that the balance of the agenda be adopted as presented.

There was discussion about whether the Offers for Purchase of 75 Barker should remain on the agenda.

- ▶ **Motion #2:** Beliger moved, Zelenock seconded, to remove *Offers for Purchase of 75 Barker* from the agenda. **Motion carried 6—0 on a voice vote.**
- ▶ **Motion #3:** Zelenock moved, Chick seconded, to move items 11 and 12 to follow item 3.
Motion carried 4—2 on a roll call vote, Beliger and Chockley opposed.

Chockley corrected two resolution numbers on the agenda.

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- ▶ **Amended motion #1:** Chockley moved, Manley seconded, that the balance of the agenda be adopted with the removal of item 5, moving items 11 and 12 to follow item 3, and correction of two resolution numbers.
Amended motion #1 carried 6—0 on a voice vote.

ACTION AGENDA ITEMS

**1.
Approve Payment of Open Bills
(expected check run date 12-11-19)**

- ▶ **Motion:** Chockley moved, Otto seconded, to approve payment of Open Bills (expected check run date 01-09-2019) for a total of \$55,571.42 from all funds in the Municipal Investment Fund (MIF) account.
Motion carried 6—0 on a voice vote.

**2.
Hiring of Paid On-call Firefighter Trainee**

- ▶ **Motion:** Beliger moved, Otto seconded, to hire Paid On-call Firefighter Trainee James Pierce at the rate of \$10.50 per hour contingent on passing background check and physical.
Motion carried 6—0 on a roll call vote.

Chief Wagner reported that the two police vehicles previously approved for purchase by the Board will not be produced by the auto manufacturer, so two other vehicles will be purchased at about the same cost.

**3.
Update on Sewer Back-Up Claim**

Aynes reported the insurance company has indicated the claim does not meet the criteria ~~establishment~~ established in State law.

[Beliger left the room].

**11.
Resolution 19-72:
Amend Chapter 23, Marihuana Facilities,
Section 23-6, Application Requirements for
and Issuance of Township Permit**

- ▶ **Motion:** Chockley moved, Otto seconded, to adopt Resolution 19-72 to Amend Chapter 23, Marihuana Facilities, Section 23-6, Application Requirements for and Issuance of Township Permit.

Burns said the purpose of this is to make sure the criteria and the ordinance are woven together more tightly.

Motion carried 5—0 on a roll call vote, Beliger out of the room. Resolution adopted.

[Beliger returned].

**12.
Review Revised Procedures and Permit
Application for Marihuana Business Permits**

Lippens recalled that the Board established a subcommittee to work on creation of the application and procedures for acceptance of applications for marijuana businesses. He briefly reviewed his memo of December 4th about the proposed documents. He noted the Township will be using a window for initial applications, rather than a first-in-line method, and he answered a variety of questions from Board members about how applications will be processed.

Chick noted the application window will be December 26, 2019, through January 2, 2020, with the public random drawing for application order on January 28, 2020, at 6:00 P.M. prior to the Township Board meeting.

Burns stated he had reviewed the documents and is satisfied with them.

- ▶ **Motion:** Chick moved, Otto seconded, to adopt the marijuana facility application procedures dated December 4, 2019, as presented in the packet. **Motion carried 5—1 on a roll call vote, Beliger opposed.**

Aynes indicated forms and other information will be available on the Township website no later than Friday morning.

**4.
Status Report on Evaluation of
North Village Development Offers**

Lippens said both of the developers whose qualifications have been approved by the Board have reformatted their offers according to the instructions of the Board. Aynes noted A. R. Brouwer is proposing apartment buildings using MSHDA (state subsidized) funding, and they need to know by January 15th whether the project will be going forward. Mr. ~~Kornan~~ Korinek with A. R. Brouwer described the MSHDA funding process and timing.

Lippens asked for guidance from the Board about the scoring and what it wants from the committee regarding a recommendation if it wants to move forward with one of the proposals. The Board indicated the financials need to be compared, and the changes to the template made by the developers.

Zelenock said the two proposals do not meet the vision of the public for all of the land to be a park or the synthesis plan developed by the Township and asked the subcommittee to consider that. She also asked that the Parks and Recreation Committee contact Washtenaw County about their possible involvement in developing the park.

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- ▶ **Motion:** Otto moved, Chick seconded, to schedule a special Board meeting for January 7, 2020, with the North Village development as the agenda item.
Motion carried 4—2 on a roll call vote, Beliger and Zelenock opposed.

Aynes noted an appraiser provided an unofficial appraisal at no charge.

**5.
Offers for Purchase of 75 Barker Road**

Removed from the agenda.

**6.
Resolution 19-617:
2020 Board of Trustees Meeting Schedule**

- ▶ **Motion:** Chockley moved, Otto seconded, to approve Resolution 19-617 to adopt the 2020 Board of Trustees meeting schedule as presented.
Motion carried 5—1 on a roll call vote, Zelenock opposed. Resolution adopted.

**7.
2020 Holiday Schedule**

- ▶ **Motion:** Chockley moved, Beliger seconded, to adopt the 2020 Holiday Schedule as presented.
Motion carried 6—0 on a voice vote.

**8.
Conditional Use Permit for
National Fiber Construction Company**

- ▶ **Motion:** Chick moved, Otto seconded, to approve the Conditional Use Permit for National Fiber Construction Company, 6785 Whitmore Lake Road, Parcel B-02-20-300-026, as recommended by the Planning Commission with the conditions as enumerated by the Commission.
Motion carried 6—0 on a voice vote.

**CERTIFICATE OF APPRECIATION
FOR ATTORNEY PAUL BURNS**

The Board presented Paul Burns with a certificate of appreciation and those present gave him a round of applause. Burns said he appreciated the opportunity to represent the Township for so many years.

**9.
Copier Lease Renewal**

- ▶ **Motion:** Beliger moved, Chockley seconded, to award the RFP for Copiers - Multifunctional Devices at the Township Office, Police Department, Community Center, and Wastewater Treatment Plant to Applied Imaging for a period of 36 months continuing with the Ricoh brand equipment and to authorize the

Township Manager to sign any necessary contracts and paperwork, pending legal review.

In answer to questions, Chockley and Aynes reported that four companies provided bids which were analyzed in detail by Jennifer Carlisle.

Motion carried 6—0 on a voice vote.

**10.
Resolution 19-616:
Establish Horseshoe Lake Wetland Preserve**

- ▶ **Motion:** Chockley moved, Manley seconded, to adopt Resolution 19-616 to Establish the Horseshoe Lake Wetland Preserve and Exempt it from Taxation as Allowed by the General Property Tax Act 206 of 1983 as Amended.

The concerns of Horseshoe Lake residents expressed during the call to the public to prevent future unwanted uses was discussed. Paul Burns said the Township controls building and zoning, none of the lots are buildable, and resolutions are not in the chain and title and cannot be used to lock the legislative power of future Boards. He said the resolution does address the original goal of getting the properties off the tax rolls. He said deed restrictions must be done through the chain of title.

Motion failed 3—3 on a roll call vote, Zelenock, Chick, and Otto.

- ▶ **Motion:** Chick moved to adopt Resolution 19-616 to Establish the Horseshoe Lake Wetland Preserve and Exempt it from Taxation as Allowed by the General Property Tax Act 206 of 1983 as Amended, and to put the wetland preserve into conservancy by March 17, 2020.

There was discussion about whether this is the proper legal resolution to the issue of concerns of the Horseshoe Lake Association and residents.

Motion died for lack of second.

**11.
Resolution 19-72:
Amend Chapter 23, Marihuana Facilities,
Section 23-6, Application Requirements for
and Issuance of Township Permit**

**12.
Review Revised Procedures and Permit
Application for Marihuana Business Permits**

Items 11 and 12 heard out of order following item 3.

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**13.
Approve Policy and Guidelines
for 2020 Property Tax Poverty Reductions**

- ▶ **Motion:** Beliger moved, Chockley seconded, to approve Resolution 19-617, Northfield Township Policy and Guidelines for 2020 Property Tax Poverty Reductions. **Motion carried 6—0 on a roll call vote. Resolution adopted.**

TRUSTEE/LIAISON REPORTS

- **Supervisor, Treasurer, Clerk**
- **Planning Commission, ZBA**
- **Parks and Recreation Board**
- **Land Preservation Committee**

- ▶ **Motion:** Beliger moved, Chick seconded, to approve the trustee/liaison reports as presented. **Motion carried 6—0 on a voice vote.**

Otto asked that the January 14th agenda include the \$2,000 payment approved for a greenbelt purchase to make the correction necessary to allow the payment to be made.

There was a brief discussion about what the length and content of the Supervisor's report should be.

- ▶ **Motion:** Chockley moved, Manley seconded, to receive the Supervisor's report. **Motion carried 5—1 on a voice vote, Chick opposed.**

ANNOUNCEMENTS

Otto reported there are only 14 Christmas trees left at the Kiwanis sale.

SECOND CALL TO THE PUBLIC

Jeff Mastie, 25060 Milford, South Lyon, said he and his wife will be applying for a marijuana business license in the Township and invited the Board to tour their cultivation facility. Faith Wheeler and David Gordon commented on the use of the North Village property. Gordon also commented on the Supervisor's report and how Township funds are spent. Marissa Prizgint commented on the sewer back-up claim and the Supervisor's report. Kathryn Mayer, Sutton Road, suggested standardizing the spelling of marijuana (vs. marihuana).

BOARD MEMBER COMMENTS

Comments included what portion of the North Village to retain as park and the process used during the visioning sessions regarding desired use of the land.

ADJOURNMENT

- ▶ **Motion:** Chockley moved, Beliger seconded, that the meeting be adjourned. **Motion carried 6—0 on a voice vote.**

The meeting adjourned at 9: 43 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 January 14, 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/