

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JANUARY 21, 2002**

**FENTON TOWNSHIP CIVIC COMMUNITY CENTER  
12060 MANTAWAUKA DRIVE, FENTON, MICHIGAN**

Supervisor Gabrielson called the meeting to order at 7:30 p.m.

Present: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe, Office Manager  
Broecker and Attorney Cooley

Absent: Garfield

**PLEDGE OF ALLEGIANCE:**

Supervisor Gabrielson led the pledge of allegiance to the flag.

**APPROVAL OF AGENDA:**

Motion to approve the 1/21/02 Fenton Township Board Meeting agenda as presented.

Motion by: McKenna

Seconded: Krug

Ayes: All Present

Nays: None

Absent: Garfield

Motion carried. The agenda is approved.

**MEETING MINUTES:**

The minutes of the 1/7/02 regular meeting and the 1/14/02 workshop meeting stand approved as presented.

**EXPENDITURES:**

Motion to approve invoices for payment as presented.

Motion by: McKenna

Seconded: Rowe

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried.

**PUBLIC HEARINGS:**

**Contour Fabricators Inc. – Request to Establish Industrial Development District**

Supervisor Gabrielson opened the public hearing to gather input regarding the request of Contour Fabricators Inc. to establish an Industrial Development District (IDD) on their property. Todd Brian, President of the Flint-Genesee Economic Growth Alliance, spoke on behalf of the applicant. Mr. Brian explained that the creation of the IDD is a prerequisite to applying for an Industrial Facilities Exemption Certificate (e.g. tax abatement). The abatement would apply to a proposed expansion of the Contour Fabricators facility that would create approximately 100 new jobs. Contour Fabricators produces medical equipment and accessories, primarily soft goods.

Mike Czop of Contour Fabricators explained that the proposed expansion would allow them to move an operation to Fenton Township that is currently located in Florida. The

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operation should continue to expand as the business grows. The 100 jobs that were discussed would be added over a 1-1½ year period.

Public Comment:

Maxine Lenk, 6243 Smith Road

Ms. Lenk questioned the impact of this proposed project on the environment and the township's services (sewer, water, police, fire, etc.). Supervisor Gabrielson responded that the manufacturing portion of their operation already exists. The additional building space would be used primarily for warehousing.

David Lenk, 6243 Smith Road

Mr. Lenk asked what type of jobs would be created by the proposed expansion. Mr. Czap responded that the additional jobs would be production, engineering and support positions.

There was no further discussion. Clerk Mueller presented the following resolution:

**RESOLUTION NO. 2002-01**

**Resolution to Establish an Industrial Development District for  
Contour Fabricators, Inc.**

*WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended, this Township Board has the authority to establish "Industrial Development Districts" within the Charter Township of Fenton; and*

*WHEREAS, Contour Fabricators, Inc. has petitioned this Township Board to establish an Industrial Development District on his property located in the Charter Township of Fenton hereinafter described; and*

*WHEREAS, construction, acquisitions, alterations, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and*

*WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Tri-County Times, of the hearing on the establishment of the proposed district; and*

*WHEREAS, on January 21, 2002 a public hearing was held at which all of the owners of real property within the proposed Industrial Development District and all residents and taxpayers of the Charter Township of Fenton were afforded an opportunity to be heard thereon; and*

*WHEREAS, the Township Board deems it to be in the public interest of the Charter Township of Fenton to establish the Industrial Development District as proposed;*

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*NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Fenton that the following described parcel of land situated in the Charter Township of Fenton, Genesee County, State of Michigan, to wit:*

**A PARCEL OF LAND BEG N 26° 09' 36" E 360.54 FT FROM W ¼ COR OF SEC TH N 31° 57' E 352.69 FT & ON CURVE TO RIGHT-CHORD- N 32° 43' 38" E 149.40 FT TH S 87° 17' 31" E 980 FT TH S 2° 49' 29" W 767.87 FT TH N 87° 17' 31" W 642.74 FT & W 198.78 FT TH N 2° 50' 04" E 130.86 FT TH S 87° 09' 56" E 43.66 FT TH N 2° 50' 04" E 200 FT TH N 87° 17' 31" W 430 FT TO PL OF BEG; SEC 24 T5N R6E, 17.277 ACRES.**

*be and hereby is established as an Industrial Development District pursuant to the provision of Act No. 198 of the Public Acts of 1974 to be known as Fenton Township Industrial Development District No. 13.*

Motion to adopt Resolution No. 2002-01 as presented:

Motion by: Mueller

Seconded: McKenna

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried. Resolution declared adopted.

**REPORTS:**

**Fenton Area Cable Television (FACT) Consortium Update**

Trustee McKenna reported that the members of the consortium met recently with representatives of Charter Communications. He was encouraged by Charter's efforts to improve service levels.

**Solid Waste Issues**

Trustee Krug asked that the board consider adding a twice-per-year special pickup day to the next garbage collection contract. This would allow residents to dispose of building materials and any other non-hazardous waste that is not currently classified as normal residential waste. This issue will be researched and can be added to the bid specifications for the next contract.

**COMMUNICATIONS:**

**Letter from Co-op Student Shelby Brayton**

Clerk Mueller read a letter from Fenton High School senior Shelby Brayton, who recently completed her co-op semester working for Fenton Township. Ms. Brayton thanked the board for the opportunity to work for the township and stated that she gained valuable experience during her co-op semester.

**Request for Change to Board Meeting Agenda Format**

Clerk Mueller read a letter from resident Patrick Carmody requesting that the board change the agenda format to allow public comment on agenda items before those items

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are discussed by the board. Supervisor Gabrielson stated that the request would be discussed at the next workshop meeting before a decision is made regarding a change to the agenda format.

**UNFINISHED BUSINESS-ADOPTION OF ORDINANCES:**

**Amendments to Ordinance No. 530, 461 & 462**

Trustee Mathis pointed out that the proposed ordinance amendment language published in the Tri-County Times contained errors. The published version contained both the language being removed and the language being added, however the "strike-through" line was missing from the old language. The board agreed that the amendments should be re-published before adoption.

Motion to postpone the second reading of the proposed amendments to Ordinance No. 530, 461 and 462 until the 2/4/02 meeting.

Motion by: Rowe

Seconded: Krug

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried.

**UNFINISHED BUSINESS-OTHER:**

None

**NEW BUSINESS:**

**Request for Staff Addition – Fenton Township Assessor’s Department**

Supervisor Gabrielson reviewed a request from Assessor Beth Redmond for the creation of an additional full-time clerical position in the Assessor’s Department. If approved, this position would take over most of the clerical work currently being performed by the Deputy Assessor, thus freeing her up to more appraisals and other field work. The township would also be able to discontinue the use of an outside appraiser. Supervisor Gabrielson also stated that the employee selected for the position would be required to complete his/her Assessor Level I certification within one year.

Motion to approve the addition of one full-time clerical position for the Fenton Township Assessor’s Department, with the requirement that the new employee obtain CMAE Level I certification within one year of hire or promotion.

Motion by: Mueller

Seconded: Rowe

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried.

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**Sanitary Sewer Rate Increase**

Office Manager Broecker reviewed a letter from Genesee County Drain Commissioner Jeff Wright, outlining a \$4.00 per month per unit increase to the fees charged to Fenton Township for the transportation and treatment of sewage. Now that the treatment plant expansion is fully on-line, three shifts are required to operate and maintain the plant adequately. Additionally, the events of September 11, 2001 led to a re-evaluation of plant security and resulted in additional staff. The county fees charged to the other communities in Sewer District #3, (the City of Fenton and the City of Linden), are also being increased by the same amount. A review of the township's Sanitary Sewer Fund indicates that it is not in a position to absorb this increase. Therefore it was recommended that the increase be passed on to the users of the sanitary sewer system, thereby increased the quarterly charge for a single-family home from \$75.00 to \$87.00. If approved, the increase would take effect with the billing cycle of 5/1/02. All users would receive notification of the increase three months before their first increased bill.

Motion to increase sanitary sewer user rates by \$4.00 per unit, per month, effective 5/1/02, as presented.

Motion by: Mueller

Seconded: McKenna

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried.

**Designation of Representative – Genesee County Storm Water Advisory Committee**

Supervisor Gabrielson asked the board for recommendations to appoint a representative to the newly formed Genesee County Storm Water Advisory Committee. He added that the meetings for this committee would immediately follow the WWS Advisory Committee meetings that he already attends. He is willing to be appointed to the new committee unless another member of the board wishes to serve in that capacity.

Motion to appoint Supervisor Gabrielson as Fenton Township's representative on the Genesee County Storm Water Advisory Committee.

Motion by: Rowe

Seconded: Krug

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried.

**Appointment of Election Commission**

Clerk Mueller noted that the previous appointments to the Fenton Township Election Commission expired at the end of the last term of office. He has spoken to Trustees Mathis and Rowe and recommends their appointment to serve with himself on the Election Commission.

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Motion to appoint Clerk Mueller, Trustee Mathis and Trustee Rowe to the Fenton Township Election Commission for the term ending 11/20/2004.

Motion by: Mueller

Seconded: Krug

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried.

**Amendments to 2002 Budget**

Office Manager Broecker reviewed proposed amendments for the 2002 budget. Most of the changes are a result of initiatives already approved by the board. Trustee Mathis stated that Treasurer Garfield had asked her to raise an issue regarding the budget for the Building Department. It is her understanding that the revenues generated from building permits cannot excessively exceed the cost of the building permit process. The 2002 budget projects \$200,000.00 in permit revenues and the Inspection/Enforcement Department projects just over \$100,000.00 in expenses. Office Manager Broecker confirmed that the total cost of the Building Department operations is tracked to ensure compliance with Michigan Law. The total cost includes expenses not listed in the Inspection/Enforcement Department (occupancy expenses, supplies, benefits, etc.). The township Auditor reviews this information each year. Office Manager Broecker will forward information to Treasurer Garfield. There was no further discussion.

Motion to approve amendments to the 2002 Fenton Township Budget as presented.

Motion by: Mueller

Seconded: McKenna

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

Nays: None

Absent: Garfield

Motion carried.

**Proposed Zoning Ordinance**

Supervisor Gabrielson asked the board to review the proposed new Zoning Ordinance and Zoning Map in preparation for a formal review of the ordinance at the 2/4/02 meeting. This ordinance represents a complete update of the township's Zoning regulations and includes many changes from the existing ordinance. He also recommended the establishment of a moratorium on all new rezoning applications and site plan applications until the ordinance is adopted. Trustee McKenna suggested setting an expiration date of 3/31/02 for the moratorium, thereby allowing some additional time in case the adoption of the new ordinance is delayed for any reason.

Motion to place a moratorium on all rezoning applications and site plan applications through March 31, 2002.

Motion by: Mueller

Seconded: Mathis

Ayes: Gabrielson, Mueller, Krug, Mathis, McKenna, Rowe

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Nays: None  
Absent: Garfield  
Motion carried.

**Co-op Student Update**

Office Manager Broecker reported that the co-op student recently approved has decided not to work through the co-op student program. Since the Township Board already approved the position, the board agreed that Office Manager Broecker could fill the co-op student position without further approval from the board.

**PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS:**

Patrick Carmody, 16245 Silvershore Drive

Mr. Carmody asked when the issue of the proposed township hall renovations would be on the agenda, and if copies of the architect's plans would be available to the public. Supervisor Gabrielson responded that the decision regarding solicitation of bids for the proposed project is tentatively scheduled for the 2/4/02 meeting. Copies of the plans will be available to the public.

DuWayne Stratman, 14240 Darts Drive

Mr. Stratman asked when owners of properties proposed to be rezoned by the township would be notified of the township's decision/intent. Supervisor Gabrielson stated that the zoning map presented at the first reading of the Zoning Ordinance would be the final recommendation. Trustee McKenna added that the Planning Commission's final recommendation was to not rezone Mr. Stratman's property.

Jack Roche, 16295 Quail Ridge Court

Mr. Roche asked about an upcoming ZBA case regarding a request to grant a building height variance for apartments adjacent to the Crossings at Silver Chase development. Supervisor Gabrielson recommended that Mr. Roche contact the township office for details regarding the variance request.

Maxine Lenk, 6243 Smith Road

Ms. Lenk expressed concern regarding groundwater issues and asked if the recently rezoned properties in the Lahring/Linden Road area would be serviced by private wells. Supervisor Gabrielson stated that the conceptual plans indicated that a Type I community well would be utilized, although there have been discussions regarding the City of Linden providing municipal water to these developments.

Ms. Lenk also asked when the township's third fire station would be built. Supervisor Gabrielson responded that construction would likely occur sometime in 2003. Ms. Lenk expressed concern regarding the level of fire protection in the western portion of the township with the level of development in this area.

**ADJOURN:** Meeting adjourned at 9:25 p.m.

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Carl Gabrielson, Supervisor

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Charles Mueller, Clerk

**Minutes Posted 1/24/02**