

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF NOVEMBER 18, 2002**

**LAKE FENTON HIGH SCHOOL
11425 TORREY ROAD, FENTON, MICHIGAN**

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

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

Absent: None

PLEDGE OF ALLEGIANCE:

Supervisor Gabrielson led the pledge of allegiance to the flag.

APPROVAL OF AGENDA:

Motion to approve the 11/18/02 Fenton Township Board Meeting agenda as amended.

Motion by: Krug

Seconded: Brancheau

Ayes: All

Nays: None

Motion carried. The agenda is approved.

MEETING MINUTES:

Supervisor Gabrielson noted that the motion regarding the sewer hydraulic model in the 11/4/02 minutes should have stated "collaborate" with Genesee County WWS, rather than "contract". The minutes of the 11/4/02 regular meeting stand approved as corrected.

EXPENDITURES:

Trustee Mathis asked if the final payment had been processed to B&T General Contracting for the township hall renovation project. Office Manager Broecker stated that there would be one more regular invoice at the end of November. Motion to approve expenditures as presented.

Motion by: McKenna

Seconded: Krug

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried.

PUBLIC HEARINGS:

None

REPORTS:

Annexation Issues

The board briefly discussed the proposed annexation of property located at the corner of Owen and Jennings Roads. The issue will be before the Michigan Boundary Commission in December or January.

COMMUNICATIONS:

None

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UNFINISHED BUSINESS-ADOPTION OF ORDINANCES:

Proposed Zoning Ordinance Amendment – Accessory Buildings

Supervisor Gabrielson reviewed a proposed amendment to the Zoning Ordinance regarding allowable square footage for accessory buildings in residential districts. Trustee Krug reported that the amendment was initiated by the Zoning Board of Appeals due to the number of variance requests for larger accessory buildings. Trustee McKenna further explained that the proposed amendment does not increase the maximum allowable square footage of accessory buildings for larger parcels but includes a moderate increase to the allowable accessory building area for parcels larger than 20,000 square feet and less than one acre. If approved, the amendment will provide greater flexibility with regard to accessory buildings. There was no public comment. The second reading of the proposed amendatory ordinance will be conducted at the 12/2/02 meeting.

UNFINISHED BUSINESS-OTHER:

Hiring of Seasonal Part-Time Employee

Treasurer Garfield reported that Shannon Clemens, the individual hired for the seasonal part-time position in the Treasurer’s Department, had reconsidered her decision and decided not to accept the position. As a result, additional interviews were conducted and she is recommending that Barbara Ryan be hired to fill this position. Trustee Mathis asked why the position is seasonal and not a permanent part-time position. Supervisor Gabrielson stated that the projected workload does not warrant a year-round position. Also, the creation of a permanent position would require the creation of a new job classification in the union collective bargaining agreement.

Motion to approve the hiring of Barbara Ryan for a seasonal part-time position in the Township Treasurer’s Department, as presented.

Motion by: Mueller

Seconded: Krug

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried.

NEW BUSINESS:

Revised Pension Plan Adoption Agreement

Office Manager Broecker reviewed a revised adoption agreement for the Township’s pension plan. Sections have been added to the agreement to comply with new laws regarding annual testing of the plan. All other provisions of the plan remain unchanged. Trustee McKenna pointed out that Section 3(c) should have only one selection marked but two are indicated. This correction will be made in the final draft.

Motion to approve the Fenton Township Pension Plan Adoption Agreement as presented, with the provision that the “X” in Section 3(c)(iv) be removed.

Motion by: Mueller

Seconded: Brancheau

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

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Motion carried.

2003-2007 Trash Collection Contract – Great Lakes Waste Services

Supervisor Gabrielson reviewed the proposed 5-year trash collection contract with Great Lakes Waste Services. Great Lakes was the low bidder when proposals were received this past summer. The execution of the contract had to be delayed pending approval of a renewal of the assessment by the voters. The average cost of the contract is approximately \$107.00 per year for the five-year period. It was noted that the 2002 assessment will remain at \$99.00 due to surplus funds in the Solid Waste Management Fund.

Motion to approve a 5-year trash collection contract with Great Lakes Waste Services, as presented.

Motion by: Garfield

Seconded: McKenna

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried.

2003 GIS Services Agreement – North Arrow Technologies

The board reviewed a proposed GIS Services Agreement with North Arrow Technologies for 2003. Supervisor Gabrielson noted that the *Scope of Work* portion of the agreement had been revised to clarify North Arrow's role in the development of the sanitary sewer hydraulic model. The projected cost of approximately \$207,000.00 is based on estimates of the hours needed to complete the various components of this phase of the GIS project. Approximately \$15,000.00 of the expense would be allocated to the General Fund and approximately \$192,000.00 to the Sewer Fund.

Motion to approve the 2003 GIS Services Agreement between the Charter Township of Fenton and North Arrow Technologies, LLC, as presented.

Motion by: Mueller

Seconded: McKenna

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried.

Community Development Signature Card

Office Manager Broecker reported that Genesee County Community Development has requested an updated signature card from Fenton Township. A resolution is also required to give authorization to request reimbursements from the CDBG program. Clerk Mueller presented the following resolution:

RESOLUTION NO. 2002-45

WHEREAS, the Genesee County Community Development Program has requested an updated signature card for officials authorized to request reimbursements from the Community Development Block Grant Program;

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THEREFORE BE IT RESOLVED, that the Charter Township of Fenton Board of Trustees hereby authorizes the Township Supervisor, Township Clerk and Township Treasurer to request reimbursements from the Community Development Block Grant Program and to sign the appropriate signature card.

Motion to adopt Resolution No. 2002-45 as presented.

Motion by: Mueller

Seconded: Mathis

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried. Resolution declared adopted.

CDBG Request – Village of Otisville

Supervisor Gabrielson reviewed a letter from the Village of Otisville asking the Township Board to release them from their obligation to repay their \$12,000 CDBG interlocal loan. Otisville is also interested in borrowing another \$65,000 in CDBG funds for a water project. The board discussed the difficulties that Fenton Township encounters coming up with eligible projects and agreed to forgive the \$12,000 repayment and to allocate \$65,000 for another interlocal loan.

Motion to release the Village of Otisville from its obligation to repay a \$12,000 CDBG interlocal loan.

Motion by: Gabrielson

Seconded: McKenna

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried. An interlocal loan agreement for the \$65,000 transfer will be drafted for consideration at the 12/2/02 meeting.

Revised Fenton Township Schedule of Fees

Office Manager Broecker reviewed proposed revisions to the Township's fee schedule. The only changes are to the rental fees for use of Township facilities. The rental fee for the banquet hall for wedding receptions and similar events is being increased from \$500 to \$700 for residents and from \$700 to \$900 for non-residents. The security deposit is being increased from \$300 to \$500. The rental fee for weekday business use (training sessions, business meetings, etc.) will be \$50 per hour (minimum \$200) for Fenton Township businesses or residents and \$75 per hour (minimum \$300) for non-Township businesses or residents. Treasurer Garfield asked about the use of the main floor meeting room. Supervisor Gabrielson stated that local lake associations, homeowners associations and similar non-profit groups will be able to use the facility free of charge. Office Manager Broecker added that a fee structure for the main floor meeting room has been developed but was not included in the proposed schedule, pending further research. The board decided to add this fee to the schedule at this time. Use of the main floor meeting room will be \$100 for up to four hours for Fenton Township businesses or residents and \$125 for non-Township businesses or residents.

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Motion to adopt the revised Fenton Township Schedule of Fees as amended.

Motion by: McKenna

Seconded: Mueller

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried.

The issue of special meeting fees was also raised. It was suggested that a fee of \$400 be added to the schedule for special Township Board meetings requested by developers, applicants, etc.

Motion to amend the Fenton Township Schedule of Fees to implement a \$400 fee for a special Township Board meeting.

Motion by: Mueller

Seconded: Garfield

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried.

NON-AGENDA ITEMS

Trustee Mathis asked about the status of the cost of the sewer spill that occurred on Owen Road several months ago. Supervisor Gabrielson reported that Attorney Cooley was working with the Genesee County Road Commission to obtain full reimbursement for all costs incurred by the Township.

Trustee Mathis also questioned the timing of the groundbreaking ceremony conducted by Webasto Thermosystems. It was held on the afternoon of the day their site plan went before the Planning Commission for approval. Supervisor Gabrielson responded that Webasto understood that their plan was not yet formally approved, however that was the only day that the appropriate corporate executives (from Germany) were available for the ceremony.

PUBLIC COMMENT - AGENDA OR NON-AGENDA ITEMS:

None

ADJOURN: Meeting adjourned at 8:40 p.m.

Carl Gabrielson, Supervisor

Charles Mueller, Clerk

Minutes Posted 11/26/02