

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 20, 2011**

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

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

Present: Mathis, Krug, Tucker, Brown, Goupil, Kesler, Attorney Cooley and  
Operations Manager Broecker

Absent: Hill

**PLEDGE OF ALLEGIANCE:**

Supervisor Mathis led the pledge of allegiance to the flag.

**APPROVAL OF AGENDA:**

Motion to approve the 6/20/11 Fenton Township Board Meeting agenda as presented.

Motion by: Tucker

Seconded: Krug

Ayes: All Present

Nays: None

Absent: Hill

Motion carried. The agenda is approved.

**PRESENTATION:**

**Plante & Moran, PLLC – Financial Report for Fiscal Year Ended 12/31/10**

Supervisor Mathis introduced Tadd Harburn, Chrystal Simpson and Amanda Cronk of Plante & Moran, PLLC. Mr. Harburn and Ms. Simpson reviewed several graphs outlining year-to-year changes in revenues and expenditures in both the General and Sewer Funds.

Areas highlighted included:

- ⇒ Total fund balance in the General Fund increased by \$43,291 to a total of \$730,765, which represents approximately four months of budgeted expenditures, which within the recommended range of 2½ -4 months.
- ⇒ General Fund revenues increased \$80,277 from 2009, due primarily to an increase in State revenue sharing. It was pointed out that the Township is continuing to experience reductions in property tax revenues due to lower property values. Fenton Township is not experiencing as drastic of an impact, due to its relatively small millage rate and low number of commercial properties.
- ⇒ General Fund expenditures increased \$1,048,254 from 2009, however over \$1 million of that increase was due to the parking lot and road paving projects that were financed in 2010. Net of those extraordinary items, General Fund expenditures increased only about \$17,000.
- ⇒ All Special Revenue Funds, (Fire Protection, Solid Waste and Mosquito Control), are financially stable with adequate fund balances.
- ⇒ The Sewer Fund is generating sufficient revenues to meet the operating costs and debt payment obligations. Mr. Harburn pointed out that the Township is maintaining cash reserves in the Sewer Fund in the area of \$2 million. Because of the potential for large-scale emergencies, sewage spills and backups, and system failures, he does not believe this amount to be excessive.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 20, 2011**

Mr. Harburn briefly reviewed Plante & Moran's formal report to the Township Board. He noted that several new reporting requirements have been implemented in recent years. As a result, many of their clients have had to address identified significant deficiencies and/or material weaknesses in their internal control and accounting procedures. There were no internal control deficiencies, material weaknesses or any other reportable conditions in the Township's accounting policies and procedures. Additionally, the auditors did not have to make any adjustments to the financial statements. Mr. Harburn stated that, in his experience, it is rare for a municipal client to have no adjustments and no internal control problems.

The board thanked Mr. Harburn, Ms. Simpson and Ms. Cronk for their report.

**MEETING MINUTES:**

The minutes for the 6/6/11 regular meeting stand approved as presented.

**EXPENDITURES:**

Motion to approve invoices and expenditures for all funds totaling \$397,754.40 for payment as presented.

Motion by: Brown

Seconded: Tucker

Ayes: Mathis, Krug, Tucker, Brown, Goupil, Kesler

Nays: None

Absent: Hill

Motion carried.

**PUBLIC HEARINGS:**

None

**REPORTS:**

None

**COMMUNICATIONS:**

None

**ADOPTION OF ORDINANCES:**

**Proposed Planning Commission Ordinance/2<sup>nd</sup> Reading**

Supervisor Mathis reviewed a proposed ordinance to re-establish the Township's planning commission under the Michigan Planning Enabling Act. This act was signed into law in 2008, and gives municipalities until July 1, 2011 to be in full compliance. This ordinance is the final step in the compliance process. There was no further discussion.

Motion to adopt Ordinance No. 737, the Fenton Township Planning Commission Ordinance, as presented.

Motion by: Tucker

Seconded: Brown

Ayes: Mathis, Krug, Tucker, Brown, Goupil, Kesler

Nays: None

Absent: Hill

Motion carried. Ordinance declared adopted.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 20, 2011**

**Proposed Fire Code Ordinance/1<sup>st</sup> Reading**

Supervisor Mathis reviewed a proposed ordinance to formally adopt the 2009 International Fire Code as the fire code for Fenton Township. The 2009 code replaces the 2006 Fire Code, which was adopted by ordinance in 2008.

There was no public comment. The second reading of the proposed ordinance will be conducted at the 7/11/11 meeting.

**UNFINISHED BUSINESS:**

**Workshop Meeting Reminder**

Supervisor Mathis reminded the board that a workshop meeting has been scheduled for Monday 6/27/11 at 7:30 p.m. to discuss various issues, including a proposal to utilize an alternate provider of natural gas. Clerk Krug stated that he would also like to discuss the Sign Regulation Ordinance at the workshop meeting.

**July Meeting Schedule Reminder**

Supervisor Mathis also reminded the board and the public that our next meeting will be in 3 weeks on 7/11/11th. That will be the only regular board meeting during the month of July.

**NEW BUSINESS:**

**Road Improvement Projects**

Operations Manager Broecker reviewed several minor road improvement projects for 2011. Presented for board consideration are the following:

**Gravel Resurfacing – Gage Road**

Approximately one-half mile of Gage Road runs along the border between Fenton Township and Holly Township. The Oakland County Road Commission maintains this road, however its condition has deteriorated to the point where additional gravel is needed. I contacted Rich Wood at the RCOC and he indicated that the Road Commission would provide the labor and equipment to apply the new gravel if one or both of the townships would pay for the cost of the gravel. He estimated the total material cost to be approximately \$7,000 to \$8,000. I then contacted Holly Township Supervisor Jesse Lambert, who indicated that he would support splitting the cost 50/50, and would take the issue to his July board meeting. That would keep the cost in the \$3,500-4,000 range for each township. I am requesting that our board consider approving up to \$5,000 for this improvement (including contingencies).

**New Asphalt Apron – Intersection of North Long Lake Road and Dalhart Drive**

While paving all of Dalhart Drive is cost prohibitive without a special assessment district, the area near North Long Lake Road seems to be the most difficult to maintain. Paving an entrance or “apron” at the intersection will greatly improve that section of the road and significantly reduce maintenance problems. The cost estimate obtained from the Genesee County Road Commission is \$5,500.

**Resurface Asphalt Aprons – Fenton Road Intersections at Cussewago Beach Drive and Log Cabin Point**

The pavement near Fenton Road on both of these roads is in very poor condition, although the rest of each street is in reasonably decent condition. Resurfacing both

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 20, 2011**

entrances will greatly improve the driving surface without incurring significant cost. The GCRC cost estimates are \$5,500 for each paved apron.

Motion to approve the following road improvement projects, at an estimated total cost of \$21,500, as presented:

- Gravel resurfacing – Gage Road
- New asphalt apron – Intersection of North Long Lake Road and Dalhart Drive
- Resurface asphalt apron – Intersection of Fenton Road and Cussewago Beach Drive
- Resurface asphalt apron – Intersection of Fenton Road and Log Cabin Point

Motion by: Tucker  
Seconded: Krug  
Ayes: Mathis, Tucker, Krug, Brown, Goupil, Kesler  
Nays: None  
Absent: Hill

Motion carried.

**Proposed Purchase of Land Bank Property**

Operations Manager Broecker reviewed the proposed purchase of two adjacent parcels located on North Horrell Road, with frontage on Crane Lake, which are currently owned by the Genesee County Land Bank. The parcel identification numbers are 06-15-501-015 and 06-15-501-030. Both parcels are considered unbuildable as both are mostly wetland or under water with only a small area of upland. Additionally, parcel 06-15-501-030 contains a sanitary sewer pump station that is owned and maintained by Fenton Township. Having the parcels under Township ownership would eliminate any concerns relative to access and maintenance of the pump station, and would also eliminate any potential keyholing issues for Crane Lake. The cost for these properties would be \$1.00 plus a \$39.00 filing fee for each parcel.

Motion to approve the purchase of the following parcels of real property from the Genesee County Land Bank for a total of \$80.00: 06-15-501-015, 06-15-501-030

Motion by: Tucker  
Seconded: Brown  
Ayes: Mathis, Tucker, Krug, Brown, Goupil, Kesler  
Nays: None  
Absent: Hill

Motion carried.

**BOARD COMMENT:**

Supervisor Mathis reported that the sewer maintenance contractors have fabricated wire baskets to place inside the sewer manholes to catch debris that is getting into the sewer system. By relocating the baskets to different manholes they will be able to narrow down the potential sources of the problems. She circulated photos of the baskets in use and some of the debris caught by the baskets.

Supervisor Mathis also reported that the use of flowmeters has allowed the Township to identify a number of homes with sump pumps illegally connected to the sanitary sewer system. The property owners have been contacted and have been very cooperative in correcting the problem.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 20, 2011**

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

None

**ADJOURN:** Meeting adjourned at 8:20 p.m.

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Bonnie Mathis, Supervisor

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Robert Krug, Clerk

**Minutes Posted 6/21/11**