

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF DECEMBER 21, 2015**

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

Clerk Krug called the meeting to order at 7:30 p.m.

Present: Krug, Tucker, Goupil, Kesler, Lorraine, Shumaker, Attorney Cooley and
Operations Manager Broecker.

Absent: Mathis

OPENING PRAYER / PLEDGE OF ALLEGIANCE:

Trustee Goupil offered the opening prayer. Clerk Krug led the pledge of allegiance to the flag.

APPOINTMENT OF TEMPORARY CHAIRPERSON:

Clerk Krug stated that, due to the absence of the Township Supervisor, a temporary chairperson needs to be appointed for this evening's meeting.

Motion to appoint Clerk Krug as chairman pro-tem.

Motion by: Shumaker

Seconded: Goupil

Ayes: All Present

Nays: None

Absent: Mathis

Motion carried.

APPROVAL OF AGENDA:

Motion to approve the 12/21/15 Fenton Township Board Meeting agenda as presented.

Motion by: Shumaker

Seconded: Goupil

Ayes: All Present

Nays: None

Absent: Mathis

Motion carried. The agenda is approved.

MEETING MINUTES

The minutes for the 12/7/15 regular meeting stand approved as presented.

EXPENDITURES:

Motion to approve invoices and expenditures for all funds totaling \$360,463.79 for payment as presented.

Motion by: Lorraine

Seconded: Kesler

Ayes: Krug, Tucker, Goupil, Kesler, Lorraine, Shumaker

Nays: None

Absent: Mathis

Motion carried.

PUBLIC HEARINGS:

None

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REPORTS:

None

COMMUNICATIONS:

None

ADOPTION OF ORDINANCES:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Request for Lot Depth-To-Width Ratio Variance – Parcel 06-24-200-023 (Behind Crystal Pointe Condominium Development)

Chairman Krug stated that the owner of a 35-acre parcel of vacant land immediately south of the Crystal Pointe condominium development has submitted an application to divide the property into four parcels. Due to the size and shape of the property, and the presence of large wetland areas, the proposed parcels would exceed the maximum depth-to-width ratio of 5:1, and a variance is required to allow the requested land divisions. Treasurer Tucker advised that the method of determining lot width is different in the Township's Zoning, Subdivision Control and Land Division ordinances. He believes that the definition should be amended to better address cul-de-sac lots since the proposed division of the subject property clearly does not violate the intent of the depth-to-width requirements of the Land Division Ordinance. The Zoning Administrator is already working on ordinance amendments.

Motion to approve a depth-to-width ratio variance to permit the requested division of parcel 06-24-200-023 as presented.

Motion by: Lorraine

Seconded: Tucker

Ayes: Krug, Tucker, Goupil, Kesler, Lorraine, Shumaker

Nays: None

Absent: Mathis

Motion carried.

Proposed Hiring to Fill Office Staff Vacancy

Chairman Krug reported that the Township interviewed a total of nine applicants to fill the full-time position vacancy created by the recent resignation of Julie Wendland. Two finalists were interviewed a second time by the Personnel Committee and the individual that has been selected is Deborah Prater. Ms. Prater has a strong background in accounting and will be a fine addition to the township staff.

Treasurer Tucker agreed, noting that Ms. Prater seems well suited for the position.

Motion to approve the hiring of Deborah Prater for the position of Accounting Coordinator, as presented.

Motion by: Tucker

Seconded: Lorraine

Ayes: Krug, Tucker, Goupil, Kesler, Lorraine, Shumaker

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Nays: None
Absent: Mathis
Motion carried.

Proposed Amendments to 2015 Fenton Township Budget

Operations Manager Broecker reviewed proposed amendments to the 2015 budget.

The proposed budget amendment for the General Fund shows a very small surplus, however the projected surplus is over \$50,000. It was pointed out that the proposed amendment includes a transfer of \$400,000 from the Fire Fund to the General Fund. For several years after the creation of the Fire Protection Special Assessment District, the General Fund continued to appropriate money to the Fire Fund to build the fund balance faster, thus allowing faster replacement of fire trucks. The Fire Fund is now very stable and the fund balance has grown to a level that is higher than necessary. Therefore a portion of these funds is proposed to be transferred back to the General Fund and from there to the Sewer Fund to help offset cash flow issues.

The Solid Waste is projecting a surplus of approximately \$84,000. This is due to the fact that the 2014 assessment of \$144 per household was approved before the final contract cost had been determined. The assessment was lowered to \$140 for 2015.

The Mosquito Fund will add approximately \$23,000 to the fund balance. This assessment may be able to be reduced in 2016.

The Fire Fund is increasing the budget for equipment for new turnout gear and dive team equipment. This increase is offset by a reduction in the salary cost. The cost of the new Fire Chief vehicle has been added to the budget, although it now appears that it will be a 2016 expenditure. Other than the \$400,000 operating transfer, there are no other significant changes to the Fire Fund budget. Even with the operating transfer, the Fire Fund is projected to have a fund balance near or above \$400,000 at the end of the year.

The Sewer Fund continues to experience negative cash flows due to costs related to emergency calls, system repairs and new equipment, as well as the rate increase implemented by Genesee County in 2014 that increased the township cost by approximately \$500,000 per year.

Treasurer Tucker noted that this rate increase, which has not been passed on to the users, is the single biggest challenge to the Sewer Fund cash flows. The Sewer Committee has already discussed ways to implement tighter controls for the monitoring and approval of Sewer Fund expenses for 2016. Trustee Shumaker observed that the Township can't continue to rely on operating transfers from the General Fund to bail out the Sewer Fund. He suggested that the entire board may need to be more involved in this issue.

Motion to adopt amendments to the 2015 Fenton Township Budget as presented.

Motion by: Tucker
Seconded: Shumaker
Ayes: Krug, Tucker, Goupil, Kesler, Lorraine, Shumaker
Nays: None
Absent: Mathis

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Motion carried.

BOARD COMMENT:

None

PUBLIC COMMENT – AGENDA OR NON-AGENDA ITEMS:

None

ADJOURN: Meeting adjourned at 8:12 p.m.

Robert Krug, Chairman Pro-Tem

Thomas Broecker, Deputy Clerk

Minutes Posted 12/22/15