

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF DECEMBER 19, 2016**

**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 Belzer 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, Tucker

Motion carried.

APPROVAL OF AGENDA:

Motion to approve the 12/5/16 Fenton Township Board Meeting agenda as presented.

Motion by: Lorraine

Seconded: Goupil

Ayes: All Present

Nays: None

Absent: Mathis

Motion carried. The agenda is approved.

MEETING MINUTES:

The minutes for the 12/5/16 regular meeting stand approved as presented.

EXPENDITURES:

Trustee Lorraine questioned the Expetec invoices. Operations Manager Broecker explained that \$8,960 of the total payment is for software, licenses and labor to upgrade to Microsoft Office 365. Treasurer Tucker noted that the upgrade would include moving emails to a cloud-based application. Motion to approve invoices and expenditures for all funds totaling \$468,828.82 for payment as presented.

Motion by: Lorraine

Seconded: Kesler

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

Nays: None

Absent: Mathis

Motion carried.

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PUBLIC HEARINGS:

None

REPORTS:

LAFF Update

Chairman Krug stated that we will be attending a planning session tomorrow for the LAFF pathway project. He is concerned that the group is expecting the municipalities to provide matching funds for planned grants. The board agreed that Fenton Township has not committed any funds. Treasurer Tucker recalled that discussion indicated that matching funds would come from fundraising efforts rather than municipalities.

COMMUNICATIONS:

None

ADOPTION OF ORDINANCES:

Rezoning # R16-007 Corlin Builders, Parcels 06-11-200-030, 06-11-100-001, 06-11-504-009 & 06-11-504-010 (2294 & 2300 Sonora Drive / former Lang's Marina); Revision to PUD Conditions/2nd Reading

Chairman Krug reviewed a proposed Zoning Ordinance amendment to revise the PUD conditions for previously zoned PUD property located on Sonora Drive, (commonly known as Lang's Marina), which was postponed at the 12/5/16 meeting.

Treasurer Tucker clarified that this PUD project was approved in 2015 but the owners needed to make revisions to allow the project to move forward. The amendatory ordinance also clarifies issues relating to setbacks and boat slips. He confirmed that original intent has always been to have 8 boat slips for 8 non lake-front units, with the 3 lakefront units having riparian rights. The number of boat slips allowed is based on Zoning Ordinance provisions that apply when a commercial marina is discontinued. If the boat slip dimensions are an issue, this could be left up to the Planning Commission as a site plan issue.

Trustee Lorraine suggested setting a maximum size for boat slips rather than a fixed size. He doesn't believe 12' x 25' to be unreasonably large, but suggested 10' x 24' or 10' x 20' as alternatives.

Trustee Shumaker expressed concern that, despite the elimination of the commercial marina, the number of watercraft on Lake Fenton may actually increase with 8 common dock slips and 3 riparian units. The board needs to take into the consideration of what is best for the rest of the Lake Fenton property owners as well as the new owners in this development.

Chairman Krug, referencing property disputes on Margaret Drive, asked how the lake use rights of the non-lakefront units would be protected. Treasurer Tucker stated that those rights would be protected by the master deed. It is possible that someone may try to interfere with those rights at some point in the future. If that happens, the property owners may need to initiate legal action.

Motion to adopt an amendment to Zoning Ordinance No. 594 to revise PUD conditions for parcels 06-11-200-030, 06-11-100-001, 06-11-504-009 & 06-11-504-010, as presented, with the exception that condition #9 shall provide as follows:

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9. Common dock slip dimensions shall not exceed 10 feet x 24 feet in size, as determined by the Fenton Township Planning Commission.

Motion by: Tucker
Seconded: Lorraine
Ayes: Tucker, Goupil, Lorraine
Nays: Krug, Kesler, Shumaker
Absent: Mathis
Motion failed.

After additional discussion, a new motion was presented.

Motion to adopt Ordinance No. 792, an amendment to Zoning Ordinance No. 594 to revise PUD conditions for parcels 06-11-200-030, 06-11-100-001, 06-11-504-009 & 06-11-504-010, as presented, with the exception that condition #9 shall provide as follows:

9. Common dock slip dimensions shall not exceed 10 feet x 20 feet in size, as determined by the Fenton Township Planning Commission.

Motion by: Tucker
Seconded: Lorraine
Ayes: Krug, Tucker, Goupil, Kesler, Lorraine
Nays: Shumaker
Absent: Mathis
Motion carried. Ordinance declared adopted.

Proposed Waterways & Marine Safety Ordinance /2nd Reading

The board reviewed a proposed Waterways & Marine Safety Ordinance, which was introduced at the 12/5/16 meeting. It was noted at the last meeting that the Township currently has no ordinance to cover boating violations. This ordinance will allow the township to recover fines and costs from prosecuting violations. Lorraine questioned if township would lose money. Belzer – maybe a little under breakeven but should improve safety. Goupil supports local control.

Motion to adopt Ordinance No. 793, a Waterways & Marine Safety Ordinance, as presented.

Motion by: Goupil
Seconded: Tucker
Ayes: Krug, Tucker, Goupil, Kesler, Lorraine, Shumaker
Nays: None
Absent: Mathis
Motion carried. Ordinance declared adopted.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Resolution No. 2016-28, CDBG Program Signature Card

Chairman Krug reported that Genesee County Community Development periodically requires participating communities to update, by resolution, their authorized signature

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card. Such a resolution has been prepared for board consideration. Operations Manager Broecker presented the following resolution:

RESOLUTION NO. 2016-28

WHEREAS, the Charter Township of Fenton participates in the Genesee County Community Development Program, and

WHEREAS, the Genesee County Community Development Program has requested an updated authorized signature card;

NOW, THEREFORE, BE IT RESOLVED, that the following individuals are hereby authorized to request reimbursements from the Community Development Block Grant (CDBG) Program:

<u>Name</u>	<u>Position</u>
Bonnie K. Mathis	Township Supervisor
Robert E. Krug	Township Clerk
John R. Tucker	Township Treasurer
Thomas R. Broecker	Operations Manager/Deputy Clerk

Motion to adopt Resolution No. 2016-28 as presented.

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

Motion carried. Resolution declared adopted.

Appointments to Fenton Township Board of Review

Clerk Krug reported that the term of all three members of the Fenton Township Board of Review will expire on December 31, 2016. John Brancheau, Bev McKenna and Joyce Theodoroff have all done an outstanding job on the Board of Review and all three have expressed a desire to be re-appointed. Supervisor Mathis has recommended that all three be re-appointed to 2-year terms. There was no further discussion.

Motion to re-appoint John A. Brancheau to the Fenton Township Board of Review for the term ending December 31, 2018.

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

Motion carried.

Motion to re-appoint Beverly J. McKenna to the Fenton Township Board of Review for the term ending December 31, 2018.

Motion by: Tucker
Seconded: Lorraine
Ayes: Krug, Tucker, Goupil, Kesler, Lorraine, Shumaker

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Nays: None
Absent: Mathis
Motion carried.

Motion to re-appoint Joyce E. Theodoroff to the Fenton Township Board of Review for the term ending December 31, 2018.

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

Proposed 2017 GIS Services Agreement - North Arrow Technologies

The board reviewed a proposed GIS services agreement with North Arrow Technologies for 2017. It was noted that the proposed agreement includes a rate increase for GIS work from \$75 to \$80 per hour, the first such increase since 2011. The total projected budget for the agreement is \$47,660, an increase of just over \$2,700 from the 2016 agreement.

For comparison purposes, rate quotes were requested from the two companies in Michigan that provide the same services, (GIS and Cityworks®). Ritter GIS, located in Plymouth, declined to submit a rate quote, however it was determined that another township did business with the firm two years ago at a rate of \$80 per hour. GIS, Inc., located in Southfield, quoted a rate of \$125 per hour.

Motion to approve the 2017 GIS Services agreement between the Charter Township of Fenton and North Arrow Technologies, Inc. as presented.

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

Proposed 2017 Building Inspection Services Agreement - D&G of Michigan, Inc.

The board reviewed a proposed agreement with D&G of Michigan, Inc. to continue providing building inspection and plan review services for 2017. The proposed agreement maintains the current rate of \$40 per inspection and \$15.00 per hour for plan review and office hours.

For comparison purposes, an informal survey of nearby communities was conducted. Two communities were identified that currently use a contracted building inspector. One is paying \$40 per inspection and the other is paying \$35 per inspection plus mileage.

Motion to approve the 2017 Building Inspection Services agreement with D&G of Michigan, Inc. as presented.

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

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Absent: Mathis
Motion carried.

Proposed Amendments to 2016 Fenton Township Budget

Operations Manager Broecker reviewed proposed amendments to the 2016 budget.

General Fund

The General Fund budget is projected to be balanced (net change = 0). Significant amendments include:

- Building Permit revenue increased due to continued high volume of new construction.
- Assessor's Department salary expense decreased due to part-time position not yet being filled.
- Law Enforcement expense increased as a precaution because the December invoice, which typically includes an additional expense accrual for year-end, will not be received until January.
- Inspection contracted services increased due to increased new construction volume.
- PEG grant expense increased as some grants approved in 2015 were not funded until 2016. As a reminder, these are restricted funds that can only be spent on PEG related capital purchases.
- Liability insurance expense decreased as the Township received a distribution of excess net assets from the Michigan Municipal Risk Management Authority (MMRMA).

Solid Waste Management Fund

The Solid Waste Fund is projecting a small surplus for 2016. The budget for both revenues and expenses are being increased to match actual totals.

Mosquito Control Fund

There are no proposed budget amendments for the Mosquito Control Fund, however the actual expense will be almost \$23,000 under budget. This will leave a significant surplus in this fund and the Township should be able to reduce the assessment in 2017.

Fire Fund

The budget for the Fire Fund remains balanced for the year. Actual numbers are expected to result in a surplus of \$30-40,000. There are only a few minor changes to the budgeted amounts.

Sewer Fund

Cash flows continue to be an issue for the Sewer Fund. Projections for most of the major expense categories are being increased to match actual numbers. The planned pump station upgrade project should significantly reduce contracted services, repairs and emergency calls in 2017.

Motion to adopt amendments to the 2016 Fenton Township Budget as presented.

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

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Motion carried.

BOARD COMMENT:

Treasurer Tucker asked if wrapping paper is recyclable. Operations Manager Broecker confirmed that it is. Mr. Tucker reminded the viewing audience to recycle as much as possible, including holiday wrapping paper.

Chairman Krug thanked Treasurer Tucker for circulating a recent article on the problems caused to sanitary sewer system by “flushable” wipes and other products. We need to continue educating the public that many of these items should never be flushed into the sewer system.

Chairman Krug also noted that the board needs to begin working on the office staff union collective bargaining agreement in January. A copy of the current CBA will be sent out for review.

PUBLIC COMMENT – AGENDA OR NON-AGENDA ITEMS:

Don Niles, 1429 Edgewater Drive

Mr. Niles noted that one of the issues that necessitated changes to the PUD project is that the developer was unable to acquire property from the Lake Fenton Sailing Club in order to relocate the existing road. Treasurer Tucker acknowledged that this indeed was one of the reasons for some of the changes. Mr. Niles also disagrees with the revised condition that permits all 11 units to have lake access, rather than only 8 as indicated in the original ordinance. He believes that is keyholing.

Jeff Lewis, North Arrow Technologies, Inc.

Mr. Lewis thanked board for approving the new GIS contract. He looks forward to working with the township for another year.

ADJOURN: Meeting adjourned at 9:15 p.m.

Robert Krug, Chairman Pro-Tem

Thomas Broecker, Deputy Clerk

Minutes Posted 12/20/16