

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 19, 2017**

**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, Goupil, Kesler, Lorraine, Attorney Belzer and  
Operations Manager Broecker.

Absent: Shumaker

**OPENING PRAYER / PLEDGE OF ALLEGIANCE:**

Trustee Goupil offered the opening prayer. Supervisor Mathis led the pledge of allegiance to the flag.

**APPROVAL OF AGENDA:**

Supervisor Mathis requested that the agenda be revised to include a five-minute time limit on all public comment. Motion to approve the 6/19/17 Fenton Township Board Meeting agenda as amended.

Motion by: Tucker

Seconded: Kesler

Ayes: All Present

Nays: None

Absent: Shumaker

Motion carried. The agenda is approved.

**PRESENTATION:**

**Plante & Moran, PLLC-Financial Report for Fiscal Year Ended December 31, 2016**

Supervisor Mathis introduced Pam Hill, Chrystal Simpson and Mike Machala of Plante & Moran, PLLC. Ms. Hill and Ms. Simpson reviewed several graphs outlining year-to-year changes in revenues, expenditures and fund balance in the General Fund and the Township's retiree health care plan.

Areas highlighted included:

- ⇒ Total fund balance in the General Fund increased by \$4,738 to a total of \$1,540,126. Unassigned fund balance totaled \$950,059, which represents approximately 4 months of budgeted expenditures, which within the recommended range of 3-5 months.
- ⇒ General Fund revenues increased \$157,308 from 2015, due primarily to increased building permit revenue and state revenue sharing.
- ⇒ General Fund expenditures increased \$131,761 from 2013, due primarily to increased spending on road improvements.
- ⇒ All Special Revenue Funds, (Fire Protection, Solid Waste and Mosquito Control), are financially stable with adequate fund balances.
- ⇒ The Sewer Fund continues to experience cash flow problems and an operating transfer from the General Fund was necessary again in 2016. The board was commended for continuing to look for cost reduction opportunities in the Sewer Fund, such as the bond refunding issue completed in 2016, which will save nearly \$1 million in interest cost over the remaining life of the bonds.

The board thanked Ms. Hill and Ms. Simpson for their report.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 19, 2017**

**MEETING MINUTES:**

The minutes for the 6/5/17 regular meeting and 6/8/17 workshop meeting stand approved as presented.

**EXPENDITURES:**

Trustee Lorraine asked how invoices are reviewed prior to payment. Operations Manager Broecker explained that he conducts a preliminary review of all invoices before giving them to Accounting Coordinator Debbie Prater for further review and processing. Treasurer Tucker noted that the board is the final review step before approval. If a board member has questions regarding specific invoices, he/she should contact the office prior to the meeting. Motion to approve invoices and expenditures for all funds totaling \$405,225.04 for payment as presented.

Motion by: Tucker

Seconded: Goupil

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

Nays: None

Absent: Shumaker

Motion carried.

**PUBLIC HEARINGS:**

**Dartmouth Drive Road Improvement Special Assessment District - Proposed  
Dissolution of Existing District and Establishment of a New Special  
Assessment District**

Supervisor Mathis opened a public hearing on the proposed dissolution of the existing special assessment district for the improvement of Dartmouth Drive and the establishment of a new district for the improvement of part of Dartmouth Drive. The total estimated cost of the revised project is \$92,000.00. The board will accept public comment regarding the following:

1. The proposed dissolution of the existing special assessment district
2. The creation of the new special assessment district
3. The proposed boundaries of the district
4. The necessity of the improvement
5. The plans for the improvement
6. The cost estimates for the improvement

Public Comment:

Mark Compton, 14152 Dartmouth Drive

Mr. Compton stated that the northerly 230 feet of the street does not need to be repaved. Supervisor Mathis noted that the Township must rely on recommendations from the Genesee County Road Commission (GCRC) engineers. Since the road was paved more than 30 years ago, the engineers recommend repaving as much of the road as possible.

Carolyn Ellis, 14166 Dartmouth Drive

Ms. Ellis agreed that the north end of Dartmouth is in good condition and doesn't need to be resurfaced. She also suggested that Darts Drive be paved as well. It was clarified that Darts Drive is a private gravel road and would have to be addressed separately.

Judith Ebner, 14244 Dartmouth Drive

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 19, 2017**

Ms. Ebner stated that the primary problem with Dartmouth Drive is that the water does not drain properly. Erosion has dropped the level of the road below the existing catch basin so water bypasses the drain and floods properties. Suggested using carefully placed "speed bumps" to direct the water to the drains. Otherwise, she believes the road condition is good.

Clerk Krug presented the following resolution:

**RESOLUTION NO. 2017-12**

*WHEREAS, the Fenton Township Board established the Dartmouth Drive Road Improvement Special Assessment District in 2014, and*

*WHEREAS, the project to improve Dartmouth Drive has not commenced due to complications arising from the fact that certain portions of the existing road do not lie within the public right-of-way, and*

*WHEREAS, efforts to obtain all necessary right-of-way agreements to construct the project as originally designed have been unsuccessful, thus making the project unfeasible;*

*NOW, THEREFORE, BE IT RESOLVED, that the Fenton Township Board does hereby dissolve the Dartmouth Drive Road Improvement Special Assessment District.*

Motion to adopt Resolution No. 2017-12 as presented.

Motion by: Krug

Seconded: Kesler

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

Nays: None

Absent: Shumaker

Motion carried. Resolution declared adopted.

The board then discussed the proposed establishment a new special assessment district by board resolution. After considerable discussion, the board agreed not to act on the proposed resolution and stated that a new special assessment district would require a new petition from the property owners.

**Proposed Special Assessment District for the Improvement of Eleanor Street from Owen Road to Island View Drive**

Supervisor Mathis opened a public hearing for a proposed special assessment district for the reconstruction of Eleanor Street from Owen Road to Island View Drive. The total estimated cost of the project is \$143,750.00. The proposed special assessment district includes properties that use Eleanor Street and would benefit from the proposed improvement. The board will accept public comment regarding the following:

1. The creation of the special assessment district
2. The proposed boundaries of the district
3. The necessity of the improvement
4. The plans for the improvement
5. The cost estimates for the improvement

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 19, 2017**

Public Comment:

Richard Steinhoff, 4436 Island View Drive

Mr. Steinhoff stated that he is not in favor of having to pay for the improvement of Eleanor Street. Approximately ten years ago, when a petition to establish a special assessment district to repave Island View Drive and Eleanor Street was presented to the Genesee County Road Commission (GCRC), the Eleanor Street property owners opposed the project and ultimately, only Island View Drive was repaved and Island View Drive property owners were assessed. Mr. Steinhoff believes the Eleanor Street property owners should pay for their own repaving.

It was emphasized that the Island View Drive special assessment district was established by GCRC. Their policy was to only assess properties that front the improvement.

Paul Dorland, 4448 Eleanor Street

Mr. Dorland spoke in favor of the proposed special assessment. The street is in desperate need of improvement.

Roger Rohr, 4205 Island View Drive

Mr. Rohr agreed that the road is in very poor condition and needs to be improved. He also supports the project.

Chris Swanson

Mr. Swanson stated that the street absolutely needs to be reconstructed. The proposed cost, when spread among all properties that will benefit, is very reasonable and an overwhelming majority of people he has talked to support the project.

William Gardner, 4321 Island View Drive

Mr. Gardner stated that, since Eleanor Street residents removed themselves from the project that ultimately repaved Island View Drive and didn't pay anything for that project, he shouldn't have to pay for the improvement to Eleanor Street.

After considerable discussion, Attorney Belzer suggested that the public hearing be continued to the 7/10/17 township board meeting. He will review the provisions of PA 188 of 1954 to ensure all concerns are addressed.

Motion to continue public hearing to consider the establishment of a special assessment district for the improvement of Eleanor Street at the July 10, 2017 township board meeting.

Motion by: Mathis

Seconded: Tucker

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

Nays: None

Absent: Shumaker

Motion carried.

**REPORTS:**

None

**COMMUNICATIONS:**

None

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 19, 2017**

**ADOPTION OF ORDINANCES:**

None

**UNFINISHED BUSINESS:**

**Proposal to Develop Master Plan and Thompson Road Corridor Plan Updates**

Supervisor Mathis suggested postponing this item until the entire board is present.

Motion to postpone action on Master Plan development proposals until the July 10, 2017 meeting.

Motion by: Goupil

Seconded: Tucker

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

Nays: None

Absent: Shumaker

Motion carried.

**Next Meeting Reminder – 7/10/17**

Supervisor Mathis reminded the board that the July township board meetings will be held on the 2nd and 4th Mondays. The next meeting is scheduled for Monday 7/10/17.

**NEW BUSINESS:**

**Resolution No. 2017-15, Renewal of Lake Christi Special Assessment**

Supervisor Mathis reported that property owners in the Lake Christi Improvement Special Assessment District have submitted a 5-year renewal proposal. A new special assessment roll has been created, certified and filed with the Township Clerk. A public hearing is required before confirming the new special assessment roll. A resolution has been prepared to schedule the hearing.

Clerk Krug presented the following resolution:

**RESOLUTION NO. 2017-15**

*WHEREAS, the Supervisor and assessing officer of Fenton Township has, in accordance with the laws and statutes pertinent thereto, prepared a special assessment roll in the total amount of \$18,048.48 for the years 2017 through 2021, covering all parcels of land within the Lake Christi Improvement Special Assessment District, and has affixed thereto her Certificate as required by said Resolution;*

*NOW, THEREFORE, BE IT RESOLVED, that said special assessment roll shall be filed with the Township Clerk and shall be available for public examination during regular business hours of regular business days from the present date until the public hearing upon the same and shall further be examined at such public hearing, and*

*BE IT FURTHER RESOLVED, that the Fenton Township Board shall meet at 7:30 p.m. on July 10, 2017 at the Fenton Township Civic Community Center, located at 12060 Mantawauka Drive, within the Township, to review such special assessment roll and hear any objections thereto, and*

*BE IT FINALLY RESOLVED, that the Township Clerk shall cause notice of such hearing and the filing of such assessment roll to be published twice in a newspaper of*

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF JUNE 19, 2017**

*local circulation prior to the date of the hearing, with the first publication being not less than ten (10) days prior to the hearing and shall further cause notice of such hearing to be mailed by First Class Mail to all owners of or persons having an ownership interest in property within the Lake Christi Improvement Special Assessment District as shown on the current assessment roll of the Township also at least ten (10) days prior to said hearing, all in accordance with the law and statute provided.*

Motion to adopt Resolution No. 2017-15 as presented.

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

Motion carried. Resolution declared adopted.

**BOARD COMMENT:**

None

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

None

**EXECUTIVE SESSION:**

Motion to recess the regular meeting for the purpose of convening an executive session to discuss a proposed employment agreement for the Operations Manager and to discuss the status of union contract negotiations.

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

The regular meeting was recessed at 9:15 p.m.

**RECONVENE:**

The regular meeting was reconvened at 10:55 p.m.

The board continued discussions briefly.

**ADJOURN:** Meeting adjourned at 11:15 p.m.

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Bonnie Mathis, Supervisor

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Robert Krug, Clerk

**Minutes Posted 6/21/17**