

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF DECEMBER 18, 2017**

**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 (arrived 7:40 p.m.), 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: Goupil
Seconded: Lorraine
Ayes: All Present
Nays: None
Absent: Mathis, Tucker

Motion carried.

APPROVAL OF AGENDA:

Motion to approve the 12/18/17 Fenton Township Board Meeting agenda as presented.

Motion by: Lorraine
Seconded: Kesler
Ayes: All Present
Nays: None
Absent: Mathis, Tucker

Motion carried. The agenda is approved.

MEETING MINUTES:

The minutes for the 12/4/17 regular meeting stand approved as presented.

EXPENDITURES:

Motion to approve invoices and expenditures for all funds totaling \$344,794.50 for payment as presented.

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

Motion carried.

PUBLIC HEARINGS:

Byram Ridge No. 1 Street Lighting Special Assessment District - Hearing on Special Assessment Roll

The board reviewed the proposed special assessment roll for the Byram Ridge No. 1 Street Lighting Special Assessment District. The estimated cost of the project is \$2,400

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for street light installation, \$3,600 per year for operation & maintenance of the street lights, plus administrative costs. Due to the timing of the special assessment process, the first assessment will be on the December 2018 property tax bills. In order to allow the lights to be installed as soon as possible, the Byram Ridge homeowners association will pay the township upfront for the installation of the street lights and one year's operating cost. The proposed assessment amount is \$52.84 per parcel the first year and approximately \$33.97 for each year thereafter.

The board will accept public comment on the following:

1. An individual's assessment in relation to benefit received.
2. The total cost of the project.
3. The validity of the proceedings to date.

There was no public comment. Operations Manager Broecker presented the following resolution:

RESOLUTION NO. 2017-55

WHEREAS, the township board of the Charter Township of Fenton, Genesee County, Michigan, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor and assessing officer of the Township for the purpose of defraying the costs of the street lighting project proposed to be installed within the Byram Ridge No. 1 Street Lighting Special Assessment District as shown on the plans and specification for such project, and

WHEREAS, such public hearing was preceded by proper notice in the Tri-County Times, a newspaper of general circulation in the Township, and by first class mail notice to each property owner of record within said district and upon said assessment roll, and

WHEREAS, comments were received from those present at such public hearing concerning said special assessment roll and opportunity to all present to be heard in the matter, and

WHEREAS, a record of those present to protest, and of written protests submitted, if any, at or before the public hearing was made a part of the minutes of the hearing, and

WHEREAS, the township board has duly inspected the proposed special assessment roll and considered all comments and proposed amendments thereto and has found the proposed special assessment roll, as submitted, to be correct, just and reasonable;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. *The special assessment roll submitted by the supervisor and assessing officer of the township shall hereafter be designated as Fenton Township Special Assessment Roll No. 2018-1, and shall hereby be confirmed as the assessment roll for the Byram Ridge No. 1 Street Lighting Special Assessment District.*
2. *The assessments in said Fenton Township Special Assessment Roll No. 2018-1 shall in annual installments, with the first installment to be due on or before December 1,*

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2018 and the following installments to be due on or before the 1st day of the same month of each and every year thereafter.

- 3. Future due installments of an assessment against any parcel of land may be paid to the township treasurer at any time. If any installment of a special assessment is not paid when due, then the installment shall be considered to be delinquent and there shall be collected, in addition to interest as provided by this section, a penalty at the rate of 1% for each month, or fraction of a month, that the installment remains unpaid before being reported to the Township Board for reassessment upon the Township tax roll, also in accordance with said PA 188.*
- 4. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the township treasurer, and the township clerk shall deliver said special assessment roll to said treasurer with his warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the township board and said PA 188.*
- 5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.*

Motion to adopt Resolution No. 2017-55 as presented

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

Motion carried. Resolution declared adopted.

REPORTS:

None

COMMUNICATIONS:

None

ADOPTION OF ORDINANCES:

Rezoning #R17-003, Charles Mueller, Parcel 06-31-400-003 (16362 Linden Road); R-3 to AG/1st Reading

Chairman Krug reviewed a proposed rezoning amendment to rezone property on Linden Road from R-3 to AG. The property owner wishes to combine the subject property to his existing AG property, which requires that the subject property be zoned AG as well. Treasurer Tucker reported that the public that attended the hearing were unanimously in favor of the proposed rezoning.

Chairman Krug noted that Master Plan update is still in progress and questioned if rezoning requests should be considered at this time. Treasurer Tucker stated that the subject property is in a rural part of the township. This rezoning request is unlikely to be impacted by any changes to the Master Plan.

There was no public comment. The second reading of the proposed rezoning ordinance will be conducted at the 1/8/18 meeting.

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Rezoning #R17-005, Ridgway White, Parcel 06-23-530-026 (14090 Swanee Beach Drive); R-3 to AG w/conditions/1st Reading

Chairman Krug reviewed a proposed rezoning amendment to rezone property on Swanee Beach Drive from R-3 to AG, with conditions. Treasurer Tucker reported that approximately 12 residents spoke at the public hearing. More than half of those raised concerns regarding the animals to be permitted on the property. Others were in favor of the rezoning, as opposed to residential development.

Treasurer Tucker added that he voted against the recommendation for approval due to a lack of setbacks between animal areas and adjacent residential properties.

Public Comment:

Eric Slone, 2322 Grove Park Road

Mr. Slone is opposed to the proposed rezoning. He believes it is inappropriate to allow a farm in the middle of a residential area. The request is not consistent with the Master Plan or surrounding zoning. He would prefer a residential development to a farm. He also expressed concern regarding the monitoring of the property to ensure the number of animals on the property is limited to what is approved.

David Allen, 2324 Grove Park Road

Mr. Allen raised concerns that the property owner will not observe the limits placed by a conditional rezoning. He also believes the proposed permitting of farm animals will create serious odor problems and negatively affect neighboring property values.

There was no further discussion. The second reading of the proposed rezoning ordinance will be conducted at the 1/8/18 meeting.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Proposed 2018 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 2018. 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, township office staff conducted an informal survey of nearby municipalities. Three communities were identified that currently use a contracted building inspector on an hourly and/or per inspection basis.

Clayton Township:	\$22 per hour for office hours plus \$50 per inspection
Grand Blanc Township:	\$15 per hour for office hours plus \$45 per inspection
Thetford Township:	\$25 per hour for all work, plus mileage

Dave Gibson (D&G of Michigan, Inc.) has been providing contracted inspection and plan review services for Fenton Township since 2009. He has an excellent working relationship with the Township's office staff and with area builders.

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Motion to approve the 2018 Building Inspection Services agreement with D&G of Michigan, Inc. as presented.

Motion by: Lorraine

Seconded: Kesler

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

Nays: None

Absent: Mathis

Motion carried.

Proposed Amendments to 2017 Fenton Township Budget

Operations Manager Broecker reviewed proposed amendments to the 2017 budget.

General Fund

The proposed General Fund budget amendment shows a deficit of just under \$100,000 for 2017, although the fund is actually projected to end the year with a modest surplus. Significant amendments include:

- Revenue sharing increased based on State Treasury Department estimates.
- Revenue from sale of tax-reverted properties decreased due to some properties not being sold yet.
- 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.
- Road improvement expense decreased due to project costs coming in under budget.
- OPEB expense increase due to shifting contribution from the Sewer Fund to the General Fund.
- The operating transfer to the Sewer Fund is being reduced to avoid a General Fund deficit.

Fire Fund

The proposed Fire Fund budget amendment shows a deficit of 173,400 due to the initial payment on the new rescue squad trucks. The actual deficit is projected to be approximately \$41,600. There only significant changes are moving most the budget for the new trucks to 2018, as well as the revenue from selling the old rescue squad trucks.

Solid Waste Management Fund

The Solid Waste Fund is projecting a small deficit for 2017, which will use up some of the excess fund balance. The budget for both revenues and expenses are being increased to match projected totals.

Mosquito Control Fund

There are no proposed budget amendments for the Mosquito Control Fund, however the actual expense will be almost \$26,000 under budget. This will leave a significant surplus in this fund and the Township should be able to reduce the assessment again in 2018.

Sewer Fund

Sewer Fund cash flows are showing signs of improvement for the first time in several years. While some expense categories are being increased, others are being reduced, resulting in a net increase in sewer operations of only \$18,000, which is offset by the elimination of the OPEB expense. Projections for the major expense categories are being

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adjusted to match anticipated numbers. The Township is benefitting from the sewer pump station upgrade project, as costs for contracted services, repairs and emergency calls have dropped dramatically in recent months. The operating transfer from the General Fund is being reduced to \$125,000, the lowest amount since 2012.

Motion to adopt amendments to the 2017 Fenton Township Budget as presented.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Absent: Mathis

Motion carried.

BOARD COMMENT:

None

PUBLIC COMMENT – AGENDA OR NON-AGENDA ITEMS:

None

ADJOURN: Meeting adjourned at 8:04 p.m.

Robert Krug, Chairman Pro-Tem

Thomas Broecker, Deputy Clerk

Minutes Posted 12/19/17