

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

**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: None

OPENING PRAYER / PLEDGE OF ALLEGIANCE:

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

APPROVAL OF AGENDA:

Motion to approve the 1/7/19 Fenton Township Board Meeting agenda as presented.

Motion by: Lorraine

Seconded: Kesler

Ayes: All

Nays: None

Motion carried. The agenda is approved.

MEETING MINUTES:

The minutes for the 12/17/18 regular meeting stand approved as presented.

EXPENDITURES:

Treasurer Tucker noted that the payment to Consumers Energy is actually a combination of many bills, not just the description on the summary report. Supervisor Mathis noted that one of the invoices is for a bench at the dog park. Clerk Krug confirmed that a bench was purchased with donated funds. Motion to approve invoices and expenditures for all funds totaling \$260,854.30 for payment as presented.

Motion by: Lorraine

Seconded: Tucker

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

Nays: None

Motion carried.

PUBLIC HEARINGS:

Dartmouth Drive Street Improvement Special Assessment District - Hearing on Cost Increase and Special Assessment Roll

Supervisor Mathis opened a public hearing on revised costs and the special assessment roll for the Dartmouth Drive Street Improvement Special Assessment District. The low bid for the project was 40% over the Road Commission estimate. Because the revised cost exceeds the previous estimated cost by 10% or more, the board will first hear comment regarding the cost increase and whether or not the property owners wish to continue the project. After accepting public comment, there are two options:

1. Reject the revised cost and cancel the project. This would result in the property owners still being assessed for GCRC engineering costs. Any new project would require starting the special assessment process from the beginning.
2. Agree to the new cost and continue the special assessment process.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

Public Comment:

Clerk Krug reported that two residents – Mark Compton and Kimberly Evans submitted objections by mail or email. Both are opposed to moving the project forward due to the increased cost.

The following individuals stated opposition to continuing the special assessment project because of the increased costs:

Robert Reynolds, 14178 Dartmouth Drive
Amy Macksood, 14160 Dartmouth Drive
Carolyn Ellis, 14166 Dartmouth Drive

Mr. Reynolds also indicated that several other property owners he has talked to are also opposed to continuing the project. He is not aware of any property owners that support moving forward with the higher costs.

Treasurer Tucker stated that there seems to be no support at all for continuing the project so he has no problem rejecting the bids and effectively canceling the project. The other board members agreed.

Motion to reject all bids for the repaving of Dartmouth Drive and advise the Genesee County Road Commission that the project is canceled.

Motion by: Tucker

Seconded: Lorraine

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

Nays: None

Motion carried.

REPORTS:

Fire Department 4th Quarter & Annual Report

Fire Chief Ryan Volz reviewed 4th quarter and annual Fire Department statistics:

	<u>Oct-Dec, 2018</u>	<u>Total 2018</u>
Total alarms	169 (20 in Tyrone Twp.)	683 (79 in Tyrone Twp.)
Fires/Explosions	2	32
EMS	105	472
Hazardous cond.	10	25
Service calls	10	42
Good intent calls	31	70
False alarms	10	41
Weather/Nat.Disaster	1	1

Trustee Goupil asked how the 2018 totals compare to prior years. Chief Volz stated that 2018 was about 60 alarms lower than 2017, but about the same as 2016. The board thanked Chief Volz for his report.

Supervisor Mathis asked about the status of the contract with Tyrone Township. Chief Volz indicated that Tyrone Township has not changed their position that the contract language must be the same as previous contracts. Attorney Belzer stated the contract

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

approved by Fenton Township does not change the terms of the agreement, but simply clarifies and corrects some of the language. He does not understand Tyrone Township's insistence on keeping the old language.

Public Safety Update

Trustee Goupil provided the following updates from the Public Safety Committee meeting:

- A power surge damaged the high volume water pump computer at Fire Station No. 1. This has now been repaired.
- The vehicle exhaust ventilation system at Fire Station No. 2 is in the process of being repaired.
- The driveway retaining wall at Fire Station No. 1 has been repaired.

COMMUNICATIONS:

None

ADOPTION OF ORDINANCES:

None

UNFINISHED BUSINESS:

Schedule Special Meeting

Supervisor Mathis requested that a special meeting be scheduled prior to the next regular board meeting. The primary purpose of the meeting is to review candidates for the trustee vacancy on the board, although other issues may also be on the agenda. After a brief discussion, the board scheduled the meeting for Monday 1/14/19 at 6:00 p.m.

NEW BUSINESS:

Award of Herbicide Application Contract - Lake Ponemah

Supervisor Mathis reported that Progressive AE has completed the re-bidding process for treatment applications on Lake Ponemah. Rick Buteyn of Progressive AE explained the bid process and reported that PLM Lake & Land Management Corporation was the low bidder. PLM is a very reliable firm with experience in treating large lakes, including Lake Fenton. Mr. Buteyn recommends awarding the contract to PLM Lake & Land Management.

Motion to award the herbicide application contract for Lake Ponemah to PLM Lake & Land Management Corporation, as recommended by Progressive AE.

Motion by: Tucker

Seconded: Lorraine

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

Nays: None

Motion carried.

Supervisor Mathis stated that she supports contracting with PLM, however she still disagrees with the termination of the previous contract with the previous contractor.

Jason Warda, President of the Ponemah-Squaw-Tupper (PST) Lake Association, stated that there were problems with the previous contractor prior to 2018. When they failed to complete the treatments in a timely manner in 2018, thus rendering the treatments largely ineffective, the decision was made to seek a new contractor.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

Supervisor Mathis also expressed concern that previous discussions had included the possibility of harvesting weeds. Mr. Buteyn clarified that harvesting would be a possibility to clear some native weeds, but only after the milfoil had been eliminated through chemical treatments.

Dominic Corso, Vice President of PST, added that the needs of the lake might change year-to-year. As the manager of the project, Progressive AE will direct the treatments based on conditions.

Request to Extend Tentative Approval of Preliminary Plat – Pinnacle Shores

Supervisor Mathis reported that Tom Atwell, the developer of the Pinnacle Shores subdivision, has requested an extension to the tentative approval of his preliminary plat for the entire subdivision. The development is being platted in phases. Extension of the preliminary plat approval will allow him to continue with the platting process for the remaining phases.

Mr. Atwell explained that the platting process for first three phases of Pinnacle Shores has been completed. Once those phases are more built out, he will move forward with the platting process for the remaining phases.

Motion to grant a two-year extension to the tentative approval of the Preliminary Plat of Pinnacle Shores, as presented.

Motion by: Lorraine

Seconded: Tucker

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

Nays: None

Motion carried.

Selection of Community Development Block Grant Projects

Operations Manager Broecker reported that, of the eight Community Development Block Grant (CDBG) project pre-applications approved at the 11/19/18 meeting, Genesee County has approved five for final submission. The approved projects are:

Street Improvements - Old Linden Road (paved intersection approach)

Street Improvements - Ditching & Culvert Replacement, (Odell, Fairbanks, Jennings, Ray)

Street Improvements - Crack Sealing (Jennings Road)

Southern Lakes Parks & Recreation Scholarships

Senior Safety Program

The next step in the process is for the board to decide for which projects an application should be submitted. Operations Manager Broecker recommended the following:

1. Street Improvements - Paved Intersection Approach: Old Linden Road at Thompson Road

As previously discussed, the sections of unpaved roads near intersections with paved roads tend to be more difficult to maintain due to the amount of braking and accelerating by vehicles. Paving 100 feet at such intersections greatly improves those roads. Four similar projects were completed with 2016-18 CDBG funds, however there wasn't enough money to complete the fifth one. Therefore, we are adding Old Linden at Thompson to our 2019-21 project list. This intersection is located inside an area designated as low-

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

moderate income by HUD and is eligible for funding. The recommended cost allocation for this project is \$28,000.00.

2. Street Improvements – Crack Sealing: Jennings Road

Jennings Road between Thompson Road and Lahring Road handles a very high volume of traffic due to the location of Lake Fenton High School. The road was paved in 2010 and there are some areas that need to be crack sealed. This will help extend the useful life of the pavement. The recommended cost allocation for this project is \$15,000.00

3. Street Improvements – Ditching & Culvert Replacement: Unpaved Roads

This project includes ditching and culvert replacement as needed on Odell Road, Fairbanks Road, Jennings Road (north of Thompson), and the south side of Ray Road (Linden Road to US-23). These roads are located within the boundaries of the designated low-moderate income area and are, therefore, eligible projects. The recommended cost allocation for this project is \$29,164.00.

4. Southern Lakes Parks & Recreation Scholarships

This project would allocate funds to Southern Lakes Parks & Recreation to use to cover the cost of program fees for income-eligible residents. The recommended allocation for this project is \$10,000.00

Operations Manager Broecker noted that, while the Senior Safety program was also approved, he recommends waiting until the 2022-2024 CDBG funding cycle to submit an application for this project. Fenton Township completed a similar project in 2012 and, since the expected life of the safety devices given out is ten years, 2022 would be an ideal time to again provide smoke detectors, carbon monoxide detectors and fire extinguishers for seniors.

Motion to approve CDBG applications for the following projects:

- Street Improvements - Old Linden Road (paved intersection approach)
- Street Improvements - Ditching & Culvert Replacement, (Odell, Fairbanks, Jennings, Ray)
- Street Improvements - Crack Sealing (Jennings Road)
- Southern Lakes Parks & Recreation Scholarships

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Motion carried.

Proposed Fenton Township Fire Department Standard Operating Procedures Manual

Supervisor Mathis reported that the Fenton Township Fire Department has updated its Standard Operating Procedures Manual and it is being presented for board approval.

Chief Volz briefly reviewed the manual, noting that the old version dates back to 1979, with updates through 2009. Trustee Lorraine asked if the Michigan Townships Association (MTA) was used as a resource to develop the manual. Chief Volz stated that much of the manual is based on reference material obtained from the MTA. Treasurer Tucker asked Attorney Belzer if he had reviewed and approved the manual. Attorney Belzer confirmed that he had reviewed and approved the manual for presentation to the board.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

Motion to adopt the Fenton Township Fire Department Standard Operating Procedures Manual, effective January 7, 2019, as presented.

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

Motion carried.

Proposed Summer Tax Collection Agreements – Linden, Fenton & Genesee Intermediate School Districts

Supervisor Mathis noted that Fenton Township has received requests again this year to collect a portion of the local school district taxes in the summer property tax bills. Agreements have been prepared to formalize these arrangements with Linden & Fenton Schools and GISD. The agreements are identical to the agreements executed for 2018.

Treasurer Tucker stated that he reviewed contract fees and saw no need to increase at this time. The fees will be reviewed again next year.

Motion to approve the 2019 Summer Tax Collection Agreement with Linden Community Schools as presented.

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

Motion carried.

Motion to approve the 2019 Summer Tax Collection Agreement with Fenton Area Public Schools as presented.

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

Motion carried.

Motion to approve the 2019 Summer Tax Collection Agreement with the Genesee Intermediate School District as presented.

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

Motion carried.

Proposed 2019 Property Tax Hardship Exemption Policy

Supervisor Mathis noted that each year the Township adopts a revised property tax hardship policy for the Board of Review to use in reviewing hardship exemption applications. The proposed policy is virtually identical to the policy adopted in 2018, with updated income levels and deadlines.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

Motion to adopt the 2019 Fenton Township Property Tax Financial Hardship Exemption Policy as presented.

Motion by: Lorraine

Seconded: Tucker

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

Nays: None

Motion carried.

Schedule Public Hearing – 2019 Local Road Improvements

Supervisor Mathis stated that, in keeping with the past practices of the Township Board, she would like to schedule a local road improvement public hearing for the 1/21/19 township board meeting. This hearing will give the board an opportunity to obtain citizen input regarding potential local road improvement projects prior to making any final decisions.

Motion to schedule a public hearing for January 21, 2019 to obtain citizen input regarding potential local road improvement projects for 2019.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Motion carried.

**Schedule Public Hearing, Transfer of Industrial Facilities Exemption Certificate -
Domico Med-Device, LLC**

Operations Manager Broecker reported that tax-abated personal property owned by CFI Medical Solutions has been acquired by Domico Med-Device, LLC, and is still in use at the same address. Domico Med-Device, LLC has submitted an application to transfer Industrial Facilities Exemption Certificate 2012-506 from CFI Medical Solutions to Domico Med-Device, LLC. This will not extend the current tax abatement, but simply transfer it to the new owners for the remainder of the abatement period. A public hearing is required before the board can take action on the transfer application. Mr. Broecker recommends scheduling the hearing for the 1/21/19 meeting.

Motion to schedule a public hearing for Monday January 21, 2019 to consider the application of Domico Med-Device, LLC to transfer existing Industrial Facilities Exemption Certificate 2012-506 from CFI Medical Solutions to Domico Med-Device, LLC.

Motion by: Goupil

Seconded: Kesler

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

Nays: None

Motion carried.

Resolution No. 2019-01, Memorial for Alberta Martin

Supervisor Mathis stated that Fenton Township and the entire region lost a true pillar of our community last week with the passing of Alberta Martin. A memorial resolution has been prepared to honor Mrs. Martin's many years of public service. Clerk Krug presented the following resolution:

RESOLUTION NO. 2019-01

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

WHEREAS, long-time Fenton Township resident Alberta B. Martin passed away on January 1, 2019, and

WHEREAS, after serving 12 years on the Detroit Board of Education, Mrs. Martin moved to Fenton Township, where she lived the rest of her life, during which time she contributed greatly to the progress and welfare of the community, most notably as a member of the Lake Fenton Board of Education, the Southern Lakes Parks & Recreation Board of Directors, and the Loose Senior Citizen Center Board of Directors, and

WHEREAS, in addition to her involvement in local organizations, Mrs. Martin served in leadership positions in many state-wide and national associations, receiving numerous awards, honors and accolades during a public service career that spanned nearly five decades, and

WHEREAS, Mrs. Martin served loyally and faithfully as a member of the Lake Fenton Community Schools Board of Education from 1982 through 2014, as a member of the Southern Lakes Parks & Recreation Board of Directors from 2001 through 2006, and as a member of the Loose Senior Citizen Center Board of Directors from 2001 to 2016, exhibiting the qualities of vision and leadership throughout her 35 years of devoted service to her community;

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of the Charter Township of Fenton hereby recognizes Alberta B. Martin for her valuable contributions, expresses sincere appreciation and gratitude for her dedicated service to the entire Fenton Township/Linden/Fenton community, and expresses profound sadness at her passing, and

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting and a copy provided to Mrs. Martin's family.

Motion to adopt Resolution No. 2019-01 as presented.

Motion by: Krug

Seconded: Kesler

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

Nays: None

Motion carried. Resolution declared adopted.

BOARD COMMENT:

None

PUBLIC COMMENT – AGENDA OR NON-AGENDA ITEMS:

None

CLOSED SESSION:

Pending Litigation – Polidan/Stephens vs. Fenton Township

Motion to recess the open meeting for the purpose of convening a closed session to discuss pending litigation in the matter of Polidan & Stephens vs. Fenton Township.

Motion by: Goupil

Seconded: Lorraine

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

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JANUARY 7, 2019**

Nays: None
Motion carried.

The open meeting was recessed at 8:45 p.m.

The open meeting was reconvened at 9:30 p.m. There were no decisions made or actions taken during the closed session.

ADJOURN: Meeting adjourned at 9:30 p.m.

Bonnie Mathis, Supervisor

Robert Krug, Clerk

Minutes Posted 1/8/19