

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF MAY 4, 2020**

**MEETING HELD BY TELEPHONE CONFERENCE CALL  
PER MICHIGAN EXECUTIVE ORDER 2020-48**

Supervisor Mathis called the meeting to order at 7:30 p.m.

Present: Mathis, Krug, Tucker, Goupil, Kesler, Lorraine, Reid

Absent: None

Also Present: Attorney Belzer, Operations Manager Broecker, Fire Chief Volz, Engineer Allen Lawrence

**APPROVAL OF AGENDA:**

Motion to approve the 5/4/20 Fenton Township Board Meeting agenda as presented.

Motion by: Lorraine

Seconded: Tucker

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

Nays: None

Motion carried. The agenda is approved.

**MEETING MINUTES:**

The minutes for the 4/20/20 regular meeting stand approved as presented.

**EXPENDITURES:**

Motion to approve invoices and expenditures for all funds totaling \$192,094.29 for payment as presented.

Motion by: Tucker

Seconded: Lorraine

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

Nays: None

Motion carried.

**PUBLIC HEARINGS:**

**Silver Ridge Street Improvement Special Assessment District – Hearing on Special Assessment Roll**

Supervisor Mathis convened a public hearing on the special assessment roll for the Silver Ridge Street Improvement Special Assessment District. As reported at the 4/6/20 meeting, the low bid for the project was 4.4% over the original cost estimate, which set the per-lot assessment at \$14,956.05, approximately \$350 higher than the original estimate. If approved, the special assessment will be spread over a 15-year period, with interest.

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.

Public Comment:

The following individuals had comments and/or questions on the special assessment:

Bob Bennett, 16040 Silverwood Drive  
Doug Kellar, 4116 Autumn View Court  
David Westphal, 16014 Silverwood Drive  
Jared Nuvean, 4135 Split Rail Lane

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Linda Dedolph, 4007 Shadow Oak Court  
Dan Bard, 16136 Silverwood Drive  
Sharon Fisher, 16142 Silverwood Drive

Comments and questions included:

- Length of construction period
- Oil price effect on asphalt costs
- How cost overruns will be handled (if any)
- The interest rate on the special assessment
- How the contractor/GCRC will communicate with property owners
- Timing requirements to pay off assessment without interest

Operations Manager Broecker will forward construction related questions to GCRC for follow up. He also provided the following information:

- The interest rate on the special assessment will be 1% over the interest rate on the bonds sold to finance the project. The bonds cannot be sold until the special assessment roll is confirmed, so that interest rate will not be known for several weeks.
- If the special assessment roll is confirmed at this meeting, notices will be mailed to all property owners confirming their special assessment amount. Property owners will have until June 30th to pay the assessment in full, with no interest.
- Project construction is expected to begin on 5/11/20.

Supervisor Mathis closed the public hearing. Clerk Krug presented the following resolution:

**RESOLUTION NO. 2020-05**

*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 improvement project proposed to be installed within the Silver Ridge Street Improvement 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;*

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*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. 2020-01, and shall hereby be confirmed as the assessment roll for the Silver Ridge Street Improvement Special Assessment District.*
- 2. The assessments in said Fenton Township Special Assessment Roll No. 2020-01 shall be divided into fifteen (15) equal annual installments of principal with the first installment to be due on or before December 1, 2020 and the following installments to be due on or before the 1<sup>st</sup> day of the same month of each and every year thereafter. All unpaid installments prior to their transfer to the tax roll as provided by Michigan Public Act 188 of 1954, as amended, shall bear interest payable annually on each installment due date at the annual rate equal to 1% above the average rate of interest borne by bonds to be sold by the Township in anticipation of the collection of the special assessments, commencing on July 1, 2020.*
- 3. Future due installments of an assessment against any parcel of land may be paid to the township treasurer at any time in full with interest accrued through the month in which the final installment is paid in accordance with Michigan Public Act 188 of 1954, as amended. 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. 2020-05 as presented

Motion by: Krug

Seconded: Lorraine

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

Nays: None

Motion carried. Resolution declared adopted.

**REPORTS:**

**Ordinance Enforcement 1<sup>st</sup> Quarter Report**

Supervisor Mathis reviewed the 1st quarter report from Ordinance Enforcement Officer Pat Shaw. Blight and dog control were the categories with the highest number of complaints for the quarter.

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**Yard Waste Update**

Supervisor Mathis reported that Republic Services has resumed all regular collection services as of last week, including yard waste. The temporary dumpsters that were located in the Township auxiliary parking lot have been removed, however dozens of yard waste bags were left in the parking lot over the weekend. She urged residents to be patient while Republic catches up on their collections.

**COMMUNICATIONS:**

None

**ADOPTION OF ORDINANCES:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**Proposed Revisions to Fire Department Pay Scale**

The board reviewed proposed revisions to the Fire Department pay scale. Trustee Goupil, chairman of the Public Safety Committee, stated that he met with Fire Chief Volz regarding a temporary per-alarm increase during the COVID-19 pandemic/state of emergency. He asked the board to consider an increase of \$10 per alarm for all paid on-call firefighters from 5/1/20 until the end of the state of emergency. This temporary increase will serve as "hazard pay" for our first responders during the emergency period. Once the state of emergency is lifted, the temporary increase would be rescinded and the board is being asked to consider a permanent increase of \$4 per alarm to become effective when the temporary increase is rescinded. The proposed permanent increase would bring Fenton Township's pay scale more in line with other communities and would be the first increase since 2007. Using April 2020 as a sample month, Chief Volz advised that the proposed temporary increase would result in a \$3,000 per month increase to salary expense, while the proposed permanent increase would raise monthly costs by about \$1,500. Both situations can be absorbed within the existing budget. After additional discussion and input from all board members, the board agreed to move the issue forward.

Motion to adopt the revised Fenton Township Fire Department Pay Scale, with temporary rate increases effective from May 1, 2020 until the Michigan state of emergency is lifted, and the permanent increased to be effective on the same day that the temporary increases are rescinded, as presented.

Motion by: Goupil

Seconded: Lorraine

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

Nays: None

Motion carried.

**Proposed TV Studio Equipment Upgrade**

Operations Manager Broecker reported that he has been working with PEG Coordinator Randen Syjut on a project to upgrade the Township's studio equipment used for recording board meetings. The proposed upgrade includes new microphones, large portable TV monitors, improved sound system and equipment to allow livestreaming meetings and events. The upgrade will also allow the Township to create an internal TV station that

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plays on a monitor in the township office lobby. This internal TV station can display announcements, meeting notices and PSA's, as well as video recordings.

The board reviewed the proposed equipment list with costs and a preliminary draft layout showing the approximate location of the TV monitors during meetings. The large TV's would be on adjustable stands to allow easy repositioning and the ability to rotate to a vertical orientation. The overall cost of the project is just under \$25,500.00. It was emphasized that this project would be funded with restricted PEG funds, which can only be used for capital purchases to support the PEG channel and programming.

Treasurer Tucker asked the purpose of the large monitors. Operations Manager Broecker advised that the monitors would be used to display documents, maps, charts, etc. to the audience. Mr. Tucker also asked if a link could be added to the township's website to allow residents to access recordings of previous meetings. Operations Manager Broecker advised that this is already available through the PEG Channel's YouTube channel. A more prominent link will be added to the website.

Motion to approve the purchase of TV studio and related equipment at a cost not to exceed \$27,000 as presented, to be funded by PEG funds only.

Motion by: Krug

Seconded: Tucker

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

Nays: None

Motion carried.

**BOARD COMMENT:**

Supervisor Mathis reported that the township has obtained a proposal to install glass partitions across the front counter at the township office. The preliminary design provided by Fenton Glass may need to be revised to ensure compliance with social distancing requirements. After additional discussion, it was also agreed to obtain additional quotes, if possible, before making a decision.

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

None

**CLOSING PRAYER:**

Trustee Goupil offered a closing prayer.

**ADJOURN:** Meeting adjourned at 8:37 p.m.

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Bonnie Mathis, Supervisor

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Robert Krug, Clerk

**Minutes Posted 05/4/20**