

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF FEBRUARY 1, 2021**

**MEETING HELD ELECTRONICALLY VIA ZOOM
PER MICHIGAN PUBLIC ACT 254 OF 2020**

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

OPENING PRAYER:

Trustee Goupil offered the opening prayer.

ROLL CALL:

Clerk Krug called the roll.

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

Absent: None

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

APPROVAL OF AGENDA:

Supervisor Lorraine asked to have the following items added to the *New Business* section of the agenda:

*Proposed Hiring to Fill Staff Vacancy
Purchase of Self Contained Breathing Apparatus - Fire Department*

Motion to approve the 2/1/21 Fenton Township Board Meeting agenda as amended.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Motion carried. The agenda is approved.

MEETING MINUTES:

Treasurer Tucker noted that he had already forwarded to Operations Manager Broecker minor language revisions to clarify the portion of the minutes pertaining to the PUD rezoning. Operations Manager Broecker confirmed that these revisions have been made to the final version of the minutes. The minutes for the 1/18/21 regular meeting stand approved as revised.

EXPENDITURES:

Motion to approve invoices and expenditures for all funds totaling \$217,751.05 for payment as presented.

Motion by: Tucker

Seconded: Krug

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

Nays: None

Motion carried.

PUBLIC HEARINGS:

**Loon Harbor Preserve Drainage Improvement Special Assessment District –
Hearing on Special Assessment Roll**

Supervisor Lorraine opened a public hearing on the special assessment roll for the Loon Harbor Preserve Drainage Improvement Special Assessment District. The total estimated cost of the project is approximately \$41,400.00. If the special assessment roll is confirmed,

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF FEBRUARY 1, 2021**

each property in the district will be assessed 498.80, which will be spread over a 2-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.

There was no public comment. Supervisor Lorraine closed the public hearing.

Clerk Krug presented the following resolution:

RESOLUTION NO. 2021-04

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 drainage improvement project proposed to be constructed within the Loon Harbor Preserve Drainage 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;

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. 2021-01, and shall hereby be confirmed as the assessment roll for the Loon Harbor Preserve Drainage Improvement Special Assessment District.*
2. *The assessments in said Fenton Township Special Assessment Roll No. 2021-01 shall be divided into two (2) equal annual installments of principal with the first installment to be due on or before December 1, 2021 and the second installment to be due on or before the December 1, 2022. 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*

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF FEBRUARY 1, 2021**

payable annually on each installment due date at the annual rate equal to 4%, commencing April 1, 2021.

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. 2021-04 as presented

Motion by: Krug

Seconded: Tucker

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

Nays: None

Motion carried. Resolution declared adopted.

2021 Local Road Improvement Projects

Supervisor Lorraine opened a public hearing to gather citizen input regarding potential local road improvement projects in 2021.

There was no public comment. Supervisor Lorraine closed the public hearing.

Based on preliminary discussions with Lawrence Engineering and Genesee County Road Commission staff, the following roads will be considered for 2021 improvement projects:

Asphalt Paving/Resurfacing

Ripley Road	Rolston Road to Lahring Road
Main Road	Thompson Road to North Long Lake Road
Grove Park Road	Torrey Road to Swanee Beach Drive
Swanee Beach Drive	Grove Park Road to Fenton City Limits
Whittaker Road	Owen Road south 0.25 miles
Jennings Road	Lahring Road to Rolston Road
Hogan Road	Paved apron at Lahring Road (north side)

Limestone Resurfacing

Hogan Road	Lahring Road to Smith Road
Fairbanks Road	Thompson Road to Lahring Road

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF FEBRUARY 1, 2021**

Crack Sealing

Butcher Road

Pomona Drive (newer sections of pavement only)

Firestone Drive (newer sections of pavement only)

Treasurer Tucker agreed with the potential Jennings Road project. Because the road runs between two lakes, the ground conditions are not ideal for a roadway and tends to deteriorate faster. Engineer Allen Lawrence explained the difference between gravel and limestone resurfacing. The limestone improvements proposed for Fairbanks and Hogan Road should hold up better than gravel.

Supervisor Lorraine stated that the Township will review cost estimates provided by the Genesee County Road Commission and bring recommendations back to the board at a future meeting.

REPORTS:

Sale of Tax-Reverted Property

Supervisor Lorraine reported that the buyer of the Thompson Road property has executed the purchase agreement and paid the initial deposit.

COMMUNICATIONS:

None

ADOPTION OF ORDINANCES:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Proposed 2021 Property Tax Hardship Exemption Policy

Supervisor Lorraine noted that the Township adopts a revised property tax hardship policy each year for the Board of Review to use in reviewing hardship exemption applications. The Legislature enacted changes to the poverty exemption statute in December, which required several revisions to the Township's policy. The legislative changes and provisions to accommodate the use of virtual meetings have resulted in a policy that is quite different from those adopted in previous years.

Assessor Julia Wilson provided an overview of the legislative changes and the preparations to conduct meetings virtually.

Clerk Krug presented the following resolution:

RESOLUTION NO. 2021-05

WHEREAS, the homestead of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or in part from property taxation under Public Act 390 of 1994 (MCL 211.7a), and

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF FEBRUARY 1, 2021**

WHEREAS, the adoption of guidelines for property tax poverty exemptions is within the purview of the Township, and

WHEREAS, said Public Act 390 of 1994 requires the governing body of the assessing unit to determine and make available to the public the policy and guidelines for granting of poverty exemptions under said Act;

*NOW, THEREFORE, BE IT RESOLVED, pursuant to Public Act 390 of 1994, the Township Board of the Charter Township of Fenton hereby adopts the attached **Financial Hardship (Poverty) Exemption Official Policy – 2021** as guidelines for the Assessor and Board of Review to follow in granting or denying property tax hardship exemptions.*

Motion to adopt Resolution No. 2021-05 as presented.

Motion by: Krug

Seconded: Katrak

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

Nays: None

Motion carried. Resolution declared adopted.

Proposed Hiring to Fill Staff Vacancy

Operations Manager Broecker noted that the retirement of Barbara Ryan in December created a full-time position vacancy at the Township office. A job posting was recently placed on the Township's website, and on Indeed.com. The posting produced a considerable response, with over 200 individuals applying through the Indeed.com site in only four days. After reviewing resumes, a total of 12 Zoom interviews were scheduled, with 8 interviews actually conducted, (2 canceled and 2 were "no-shows").

Mr. Broecker's recommendation to fill the position is Meghan Dzido. Ms. Dzido has an excellent background in customer service and he believes she will be a great fit for our office.

Motion to approve the hiring of Meghan Dzido to fill the full-time position of Receptionist/Operations Support Clerk, as presented.

Motion by: Krug

Seconded: Tucker

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

Nays: None

Motion carried.

Purchase of Self-Contained Breathing Apparatus - Fire Department

Fire Chief Volz reviewed a proposal to purchase new self-contained breathing apparatus (SCBA) equipment for the Fire Department. The equipment currently used by the department is nearing the end of its useful life and will be out of compliance in just a few months. While SCBA equipment is usually replaced every ten years, the Fire Department has maintained their equipment very well and it has lasted approximately 20 years.

The proposal from Douglass Safety Systems includes enough equipment to provide SCBA to 25 firefighters. The total cost is approximately \$210,000. While the equipment is costly, it is necessary to maintain NFPA compliance and protect our firefighters.

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF FEBRUARY 1, 2021**

Operations Manager Broecker noted that this equipment was not included in the adopted 2021 budget. At the time the budget was adopted, it was anticipated the equipment would be purchased in December. Since it was not, an amendment to the 2021 budget is appropriate.

Motion to approve the purchase of new self-contained breathing apparatus equipment for the Fenton Township Fire Department, at an estimated cost of \$210,000, as presented, and to amend the 2021 Fire Fund budget to accommodate the purchase.

Motion by: Goupil

Seconded: Kesler

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

Nays: None

Motion carried.

BOARD COMMENT:

None

PUBLIC COMMENT – AGENDA OR NON-AGENDA ITEMS:

None

ADJOURN: Meeting adjourned at 8:21 p.m.

Vince Lorraine, Supervisor

Robert Krug, Clerk

Minutes Posted 02/02/21