

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF MARCH 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, Zoning Administrator Deem, Fire Chief Volz, Township Engineer Allen Lawrence

**APPROVAL OF AGENDA:**

Motion to approve the 3/1/21 Fenton Township Board Meeting agenda as presented.

Motion by: Tucker

Seconded: Goupil

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

Nays: None

Motion carried. The agenda is approved.

**MEETING MINUTES:**

Treasurer Tucker requested a minor revision to his comment regarding the river trail issue. The minutes for the 2/15/21 regular meeting stand approved as amended.

**EXPENDITURES:**

Motion to approve invoices and expenditures for all funds totaling \$43,464.70 for payment as presented.

Motion by: Tucker

Seconded: Reid

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

Nays: None

Motion carried.

**PUBLIC HEARINGS:**

None

**REPORTS:**

None

**COMMUNICATIONS:**

**Mass Transportation Authority News Release**

The board briefly reviewed a news release from the Mass Transportation Authority regarding new safety improvements.

**ADOPTION OF ORDINANCES:**

None

**UNFINISHED BUSINESS:**

None

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**NEW BUSINESS:**

**Proposed Computer Network Upgrade Project**

Operations Manager Broecker reviewed a proposal to upgrade the Township's computer network and backup process, and to replace 13 desktop computers. The network servers are 10+ years old, the desktop computers range in age from 6-10 years. The existing equipment has performed well, and the Township has certainly gotten its money's worth out of it, but it is definitely time for a major upgrade.

The Township solicited proposals from three Information Technology (IT) firms. Operations Manager Broecker recommended that the Township Board approve the proposal from, the Township's current IT consultant, Center for Computer Resources, for the server/PC/backup upgrade project. He believes CCR's proposal is the most cost effective and, since they have been the Township's IT consultant for many years, they have a proven track record of reliability and excellent service.

Trustee Reid asked if the computers being replaced would be replaced with laptop or desktop computers. Laptop computers might offer more flexibility if employees need to work remotely. Operations Manager Broecker confirmed that the proposal includes small-form desktop computers, but not laptops. Since the Township is a public service provider, much of the day-to-day work cannot be done remotely. The Township also has several laptops that can be, and have been, used by those employees that are able to work at least partially from home.

Motion to accept and approve the computer network upgrade project proposal from *Center for Computer Resources*, as presented, and to authorize a General Fund budget amendment to accommodate the project cost.

Motion by: Reid

Seconded: Tucker

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

Nays: None

Motion carried.

**Proposed Financial Software Upgrade Project**

Operations Manager Broecker reported that, with the just approved upgrade of the Township's computer network, the Township also needs to upgrade its financial software. The current environment includes a mixture of BS&A software (Assessing, Property Tax and Permits), and Tyler Technologies/Fund Balance software (Accounts Payable, Cash Receipts, General Ledger & Utility Billing). Because of the age of the current network server, the Fund Balance software programs currently in use are several years old.

The Township has received software upgrade proposals from Tyler Technologies to convert to their *Incode* platform, and from BS&A to convert to their financial software.

After an analysis of the proposals, Operations Manager Broecker is recommending that the Township approve the proposal from BS&A. The BS&A proposal will result in lower cumulative costs after only two years due to lower annual support costs. Having all applications on the same software platform will also result in a fully integrated financial process, which will be significantly more efficient.

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Motion to accept and approve the financial software upgrade project proposal from *BS&A Software*, as presented, and to authorize a General Fund budget amendment to accommodate the project cost.

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

Motion carried.

**Request to Distribute Proposed Future Land Use Map Revision**

Zoning Administrator Deem reported that the Planning Commission recently reviewed the Township's Future Land Use Map for the area around Price's airport in Section 29, and found the following:

- Under the previous Master Plan's Future Land Use Map, this area was originally classified as High Density Residential. With the surrounding area classified as Medium Density Residential.
- The existing land use to the north in the City of Linden is consistent with Fenton Township's Medium and High Density Residential classification.
- The parcel's proximity to the airport, the highway and on a county primary are more consistent with Medium Density Residential and High Density Residential.

Furthermore, based on these findings, the Planning Commission has determined that the Future Land Use Map classification of Low Density Residential was in error for the Silver Lake Road Assisted Living Facility property. The correct classification is Medium Density Residential and that the use of an assisted living facility at parcel # 06-29-200-007 is consistent with the Revised Master Plan.

The Planning Commission has requested that the Township Board authorize the distribution of the Revised Future Land Use Plan for review and comment by neighboring municipalities, County Agencies, utility companies, and railroad companies as required under Section 125.3845 of the Michigan Planning Enabling Act.

Motion to authorize the distribution of the Revised Future Land Use Map for review and comment by neighboring municipalities, County Agencies, utility companies, and railroad companies as required under Section 125.3845 of the Michigan Planning Enabling Act.

Motion by: Tucker  
Seconded: Kesler  
Ayes: Lorraine, Krug, Tucker, Katrak, Kesler, Reid  
Nays: Goupil

Motion carried.

**Resolution No. 2021-06, Memorial for Former Deputy Fire Chief Christopher Toot**

Supervisor Lorraine noted that former Fenton Township Deputy Fire Chief Chris Toot recently passed away. Chris was a 20-year member of the Fire Department and he was an integral part of the department leadership for many years. A memorial resolution has been prepared to honor Chris for his years of service to Fenton Township.

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Chief Volz, who joined the Fenton Township Fire Department the same year as Mr. Toot, stated that Chris was like a brother to him. He was a valued member of the department and he will most definitely be missed.

Operations Manager Broecker presented the following resolution:

**RESOLUTION NO. 2021-06**

*WHEREAS, former Fenton Township Deputy Fire Chief Christopher Toot passed away on February 17, 2021, and*

*WHEREAS, Chris was a valued member of the Fenton Township community, during which time he contributed greatly to the progress and welfare of the Township, most notably as a member of the Fenton Township Fire Department, and*

*WHEREAS, Chris served loyally and faithfully as a member of the Fenton Township Fire Department from 1997 to 2017, working his way up the ranks as he was promoted to Sergeant, Lieutenant, Captain, Battalion Chief and finally Deputy Chief, consistently exhibiting the qualities of vision, leadership and dedication throughout his 20-year career;*

*NOW, THEREFORE, BE IT RESOLVED, that the Township Board of the Charter Township of Fenton hereby honors Christopher Toot for his valuable contributions to our community, conveys sincere appreciation and gratitude for his 20 years of dedicated service to the government and citizens of Fenton Township, and expresses profound sadness at his passing, and*

*BE IT FURTHER RESOLVED, that a copy of this resolution be spread upon the minutes of this meeting and a copy given to Mr. Toot's family.*

Motion to adopt Resolution No. 2021-06 as presented.

Motion by: Goupil

Seconded: Tucker

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

Nays: None

Motion carried. Resolution declared adopted.

**BOARD COMMENT:**

None

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

None

**ADJOURN:** Meeting adjourned at 8:03 p.m.

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Vince Lorraine, Supervisor

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Robert Krug, Clerk

**Minutes Posted 03/02/21**