

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR REGULAR MEETING OF MAY 17, 2021**

**FENTON TOWNSHIP CIVIC COMMUNITY CENTER  
12060 MANTAWAUKA DRIVE, FENTON, MICHIGAN**

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

**OPENING PRAYER / PLEDGE OF ALLEGIANCE:**

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

**ROLL CALL:**

Clerk Krug called the roll.

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

Absent: None

Also Present: Attorney Belzer, Operations Manager Broecker

Present Virtually: Zoning Administrator Deem, Assessor Wilson, Township Engineer Allen  
Lawrence

**APPROVAL OF AGENDA:**

Motion to approve the 5/17/21 Fenton Township Board Meeting agenda as presented.

Motion by: Krug

Seconded: Reid

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

Nays: None

Motion carried. The agenda is approved.

**MEETING MINUTES:**

The minutes for the 5/3/21 regular meeting stand approved as presented.

**EXPENDITURES:**

Trustee Goupil asked why election workers were paid different amounts. Operations Manager Broecker explained that precinct chairpersons are paid \$200, while the remainder of the election inspectors earn \$150. Motion to approve invoices and expenditures for all funds totaling \$587,639.45 for payment as presented.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Motion carried.

**PUBLIC HEARINGS:**

**Request to Amend Industrial Development District - Domico Med-Device, LLC**

Supervisor Lorraine opened a public hearing on a requested amendment to an existing Industrial Development District. As reported at the May 3, 2021 meeting, Domico Med-Device plans to expand their existing facility, which is located in Industrial Development District No. 13 (14241 Fenton Road), and apply for a new tax abatement. Although the expansion would be located on the same parcel of land, a part of the original legal description was divided and sold to Dort Federal Credit Union. Therefore, the legal description for Industrial Development District No. 13 needs to be amended prior to considering the new exemption application.

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Mike Czop of Domico Med-Device thanked the board for taking up their request. They are looking forward to their planned expansion project.

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

Clerk Krug presented the following resolution:

**RESOLUTION NO. 2021-12**

*WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended, the Township Board of the Charter Township of Fenton established by resolution Industrial Development District No. 13 on January 21, 2002, and*

*WHEREAS, the legal description for the property included in said Industrial Development District No. 13 has changed due to the sale of a portion of the property, and*

*WHEREAS, in order to apply for an Industrial Facilities Exemption Certificate on a planned expansion of their facility, Domico Med-Device, LLC has requested that the legal description of Industrial Development District No. 13 be formally amended to conform with the existing property boundaries, and*

*WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Tri-County Times, of the hearing on the proposed amendment to the district, and*

*WHEREAS, on May 17, 2021 a public hearing was held at which all of the owners of real property within the Industrial Development District and all residents and taxpayers of the Charter Township of Fenton were afforded an opportunity to be heard thereon; and*

*WHEREAS, the Township Board deems it to be in the public interest of the Charter Township of Fenton to amend Industrial Development District No. 13 as proposed;*

*NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Fenton that the following described parcel of land situated in the Charter Township of Fenton, Genesee County, State of Michigan, to wit:*

*A PARCEL OF LAND BEG S 87 DEG 05 MIN 35 SEC E 24.16 FT & ON A CURVE TO RIGHT CHORD=N 22 DEG 02 MIN 19 SEC E 346.21 FT & N 31 DEG 57 MIN E 4.79 FT FROM TH CONT N 31 DEG 57 MIN E 75.64 FT TH S 87 DEG 17 MIN 31 SEC E 81.53 FT TH N 2 DEG 42 MIN 29 SEC E 25 FT TH S 87 DEG 17 MIN 31 SEC E 25 FT TH S 2 DEG 42 MIN 29 SEC W 25 FT TH S 87 DEG 17 MIN 31 SEC E 336.9 FT TH N 2 DEG 39 MIN 32 SEC E 369.27 FT TH S 87 DEG 17 MIN 31 SEC E 747.25 FT TH S 2 DEG 42 MIN 29 SEC W 767.87 FT TH N 87 DEG 17 MIN 31 SEC W 642.74 FT TH N 87 DEG 05 MIN 35 SEC W 198.97 FT TH N 2 DEG 50 MIN 04 SEC E 132.01 FT TH S 87 DEG 09 MIN 56 SEC E 43.66 FT TH N 2 DEG 50 MIN 04 SEC E 200 FT TH N 87 DEG 17 MIN 31 SEC W 433 FT TO PL OF BEG SEC 24 T5N R6E (07) 14.4 A*

*be and hereby is established as an Industrial Development District pursuant to the provision of Act No. 198 of the Public Acts of 1974 to be known as Fenton Township Industrial Development District No. 13.*

Motion to adopt Resolution No. 2021-12 as presented.

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

Motion carried. Resolution declared adopted.

**REPORTS:**

None

**COMMUNICATIONS:**

None

**ADOPTION OF ORDINANCES:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**Resolution No. 2021-13, Small Distiller License Application - Fenton Winery & Brewery**

Supervisor Lorraine reported that Sherrow Ventures, LLC, (dba Fenton Winery & Brewery), wishes to apply to the Michigan Liquor Control Commission to obtain a Small Distiller License and a Brandy Manufacturer License to complement their existing licenses at their North Long Lake Road location. A resolution from the local unit of government recommending approval of the application is a required part of the application.

Applicant Matt Sherrow explained that their plan is for a very small scale distillery, with all products being consumed on the premises and/or sold over the counter, (i.e. no mass production). This is part of their long term plan and a continuation of their craft beverage business.

Clerk Krug asked when the new operation would be in production. Mr. Sherrow indicated a target date of January 2022.

There was no further discussion. Clerk Krug presented the following resolution:

**RESOLUTION NO. 2021-13**

*WHEREAS, Sherrow Ventures, LLC, dba Fenton Winery & Brewery has requested that the Township Board of the Charter Township of Fenton recommend approval of their application to the Michigan Liquor Control Commission for a new Small Distiller License and Brandy Manufacturer License for their business located at 1370 North Long Lake Road;*

*NOW, THEREFORE, BE IT RESOLVED, that the application from Sherrow Ventures, LLC, dba Fenton Winery & Brewery for the following licenses:*

*Small Distiller License  
Brandy Manufacturer License*

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*to be located at 1370 North Long Lake Road, Fenton, MI 48430, Fenton Township, Genesee County, be considered for **approval**.*

***It is the consensus of this legislative body that it recommends this application be considered for approval by the Michigan Liquor Control Commission.***

Motion to adopt Resolution No. 2021-13 as presented.

Motion by: Krug

Seconded: Tucker

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

Nays: None

Motion carried. Resolution declared adopted.

**Proposal to Purchase Wide Format Printer/Scanner**

Operations Manager Broecker reported that the HP 1050 wide format printer/plotter purchased by Fenton Township in the early 2000's has been out of service for some time. Due to its age, this printer is not worth further attempts to repair and is in need of replacement. Proposals were solicited for printers deemed adequate to meet the Township's needs.

Based on the proposals submitted, and reviewing sample prints provided by the vendors, it is recommended that the Township purchase the HP XL 3600 printer/scanner from Brady's Business Systems. In addition to simply replacing the old wide format printer, the HP XL 3600 will provide enhanced capabilities, allowing the Fenton Township office to:

- Print our own maps and large scale documents instead of outsourcing. This would have wide-reaching benefits throughout the Township office, particularly the Assessor's Department due to State of Michigan requirements.
- Scan site plans to provide digital access and print capabilities for existing and proposed developments.
- Scan and archive building plans to eliminate the long-term retention of paper plans.
- Scan commercial building floor plans to provide the Fenton Township Fire Department with critical information when responding to an emergency.
- Scan sewer system "as-built" plans to provide digital access to locations for sewer leads, manholes, etc.
- Offer the sale of aerial and pictometry images to residents and property owners, (already a part of our existing fee schedule).
- Provide duplicate copies of building plans to homeowners for use in renovation projects.

The board also briefly reviewed memos of support from the Assessor, Building Department Coordinator, Fire Chief and Zoning Administrator that provide more details relating to the benefits discussed. It is clear that this equipment upgrade will help improve operations for all Township departments.

Trustee Katrak asked why the maintenance cost for the HP T2600 was less than the others. Operations Manager Broecker stated that the T2600 was not one of the models identified by the township, but since MOS submitted it as an alternate option, it was included in the analysis. Since the print quality was not quite as good as the XL 3600, the T2600 was not considered a viable option. Trustee Katrak also asked what the expected

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life would be for the new printer. Operations Manager Broecker stated that the anticipated useful life of the printer/scanner is 8-10 years.

Treasurer Tucker noted that, in his research most online sellers had a much higher price for this particular printer.

Motion to approve the purchase of an HP DesignJet XL 3600 multifunction printer/scanner, with service contract, from Brady Business Systems, as presented.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Motion carried.

**2021 Local Road Improvement Projects**

Operations Manager Broecker reviewed the following proposed local road improvement projects:

Asphalt Resurfacing - Whittaker Road, Owen Road S to end of pavement

Limestone Resurfacing - Fairbanks Road, Thompson Road to Lahring Road

Limestone Resurfacing - Hogan Road, Lahring Road to Smith Road

It was noted that the two limestone projects were previously approved by the township board, however the cost proposals were incorrect. Therefore, these same two projects are presented for re-approval. Operations Manager Broecker also noted that the updated cost analysis that includes all projects shows a projected budget deficit of approximately \$5,000.00, however Supervisor Lorraine early today confirmed the receipt of an additional \$50,000 in unused 50/50 allocation funds from Forest Township. This will keep the total estimated costs within the approved budget.

Motion to approve the following local road improvement projects for 2021, as presented:

Asphalt Resurfacing - Whittaker Road, from Owen Road to the end of the existing pavement

Limestone Resurfacing - Fairbanks Road, from Thompson Road to Lahring Road

Limestone Resurfacing - Hogan Road, from Lahring Road to Smith Road

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Motion carried.

**Staff Resignation**

Operations Manager Broecker reported that Lisa Lawrence has accepted a position with another employer and has submitted a letter of resignation. Ms. Lawrence was an excellent employee and she will be missed. Clerk Krug noted that, in her limited time at Fenton Township, Ms. Lawrence was instrumental in improving the absentee voting process, and agreed that she will be missed.

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Motion to accept, with regret, the resignation of Lisa Lawrence, effective May 10, 2021.

Motion by: Krug

Seconded: Reid

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

Nays: Tucker

Motion carried.

**BOARD COMMENT:**

Clerk Krug noted that he has received a high volume of calls from residents regarding yard waste collection. Supervisor Lorraine stated that the Township is working closely with Republic Services as they try to get collections up to date while dealing with staffing shortages.

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

None

**ADJOURN:** Meeting adjourned at 8:11 p.m.

\_\_\_\_\_  
Vince Lorraine, Supervisor

\_\_\_\_\_  
Robert Krug, Clerk

**Minutes Posted 05/18/21**