

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES
MINUTES FOR REGULAR MEETING OF JUNE 21, 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, Kesler, Reid

Absent: Katrak

Also Present: Attorney Belzer, Operations Manager Broecker, Zoning Administrator Deem

Present Virtually: Fire Chief Volz, Assessor Wilson and Township Engineer Allen Lawrence

APPROVAL OF AGENDA:

Motion to approve the 6/21/21 Fenton Township Board Meeting agenda as presented.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Absent: Katrak

Motion carried. The agenda is approved.

Plante & Moran, PLLC-Financial Report for Fiscal Year Ended December 31, 2020

Supervisor Lorraine welcomed Pamela Hill and Michael Machala of Plante & Moran, PLLC. Ms. Hill and Mr. Machala reviewed several graphs outlining year-to-year changes in revenues, expenditures and fund balance in the General Fund and the status of the Township's retiree health care plan.

Areas highlighted included:

- ⇒ Total fund balance in the General Fund increased by \$718,447 to a total of \$3,358,709. Unassigned fund balance totaled \$2,456,708, which represents approximately 88% of annual expenditures.
- ⇒ General Fund revenues increased by \$99,809, due to receipt of federal Community Development Block Grant funding for a local road project.
- ⇒ General Fund expenditures decreased approximately \$80,000 from 2019, due to the postponement of a local road project. The Ripley Road repaving project was removed from the 2020 list because of uncertainty about state revenue sharing during the pandemic.
- ⇒ All Special Revenue Funds, (Fire Protection, Solid Waste and Mosquito Control), are financially stable with adequate fund balances.
- ⇒ Fenton Township is very well positioned with respect to long-term legacy costs. The Township has no pension liability due to offering only a defined contribution plan. The Township's retiree health care plan (OPEB) was 123% funded as of 12/31/20.

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Ms. Hill and Mr. Machala also stated that the Township staff did an excellent job providing the necessary reports and information electronically to allow the audit process to be completed remotely again this year, adding that the Township finances are managed very efficiently and effectively. There were no findings of internal control deficiencies or weaknesses in accounting procedures.

The board thanked Ms. Hill and Mr. Machala for their report.

MEETING MINUTES:

The minutes for the 6/7/21 regular meeting stand approved as presented.

EXPENDITURES:

Trustee Reid asked about the invoice for Northern Concrete Pipe with the description of “rag collector”. Operations Manager Broecker stated that Lawrence Engineering designed a solution to the problem of “flushable” products creating sewer line blockages and damaging sewer pump stations. The “rag collector” or “rag separator” is a modified manhole with a large pit at the bottom and outlet pipe at a higher elevation. This allows solids, including wipes and other items, to drop to the bottom and decompose rather than be transported through the system. The first two installed have been very successful in reducing maintenance costs and additional locations have been selected for installation. Motion to approve invoices and expenditures for all funds totaling \$452,041.54 for payment as presented.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Absent: Katrak

Motion carried.

PUBLIC HEARINGS:

Rezoning #R21-002, Diverse Real Estate, LLC, Parcel 06-31-200-008, (South of Byram Ridge Subdivision with access to Lobdell and Linden Roads); R-3 to PUD; Public Hearing & Ordinance Introduction

Zoning Administrator Deem reviewed the proposed rezoning of 67 acres located in section 31 from R-3 to PUD. The proposed project would include 122 single family homes, with approximately 43% of the property to remain as undeveloped open space. The applicants original plan included 142 homes, however the Planning Commission suggested they resubmit plans with a lower density. In addition to the PUD plan, the applicant also submitted an open space plan that complies with the existing R-3 zoning. This plan includes 122 lots, which is the basis for the 122 lots in the PUD plan, (smaller lots; more open space). The Planning Commission has recommended approval of the current rezoning and PUD conceptual plan. At the Planning Commission hearings, the following concerns were raised by citizens:

- Traffic
- Noise
- Impact on wildlife
- Existing sewer problems

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- Storm water management
- Impact on ground water
- Environmental issues

Mr. Deem noted that most of the issues/concerns raised would be addressed during site plan review rather than be part of the zoning decision.

Lyle Winn, Lombardo Homes

Mr. Winn added that the proposed plan includes 50 foot buffers around the perimeter of the development, a large park area and a walking/biking trail.

Public comment:

Chris Ward, 15210 Hogan Road

Mr. Ward stated that the proposed project is a bad idea. There are already too many subdivisions. Lobell Road is already too busy. He urged the board to deny the project.

David Goldstein, ReMax Platinum

Mr. Goldstein noted that a conceptual plan was approved in 2005 for an 82-unit development, which was never developed due to the recession. He also stated there are not enough reasonably priced homes available in Fenton Township. This project would address an identified housing need in the Township.

Trudy Starrs, 16144 Linden Road

Ms. Starrs stated she is not opposed to development, but would rather see “forever” homes rather than “affordable” homes. Affordable housing will result in transient owners.

John Starrs, 16444 Linden Road

Mr. Starrs agreed with the previous comments. He is also concerned with the Linden Road/Owen Road intersection. More homes will make the existing traffic problems even worse. He would be in favor of a development with fewer homes and larger lots. The Township needs nice homes, not cheap homes.

Randall Dunlap (via Zoom), 6286 Lobdell Road

Mr. Dunlap agreed with the concerns raised by Mr. Starrs. The Township should encourage “nice” homes. He does not want to look at the back of “fancy mobile homes”. He also expressed opposition to the proposed trail, which would pass in front of his home.

Supervisor Lorraine closed the public hearing.

Board discussion:

Trustee Reid asked what size homes would be built under the proposed PUD plan. Mr. Winn stated that home sizes would range from 1,400-2,800 square feet.

Treasurer Tucker acknowledged that he was absent when the Planning Commission conducted their public hearing on this rezoning request. He is concerned that the project, as proposed, does not comply with the Zoning Ordinance. He supports the bike trail and

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supports an open space concept, but does not believe the board has the authority to approve the dimensional conditions in the proposed ordinance.

Clerk Krug agreed that traffic congestion and safety are significant concerns in this area, and the addition of the trail would increase those concerns. He understands the need for affordable housing in general, but not necessarily at this volume.

Attorney Belzer suggested that the Township consider requiring a traffic study for these types of developments.

There was no further discussion. The second reading and vote on adoption of the proposed ordinance will be conducted at the 7/6/21 meeting.

REPORTS:

None

COMMUNICATIONS:

Election Commission Meeting

Clerk Krug stated that an Election Commission meeting is necessary to appoint inspectors for the upcoming 8/3/21 special election. After a brief discussion, the meeting was scheduled for Tuesday 7/6/21, beginning at 6:45 p.m.

ADOPTION OF ORDINANCES:

Rezoning #R21-004, Adam Shoemaker, Part of Parcel 06-03-400-011 (11394 Torrey Road; to be split off and combined with 11428 Torrey Road); R-3 to C-3; 2nd Reading

Supervisor Lorraine reviewed a proposed Zoning Ordinance amendment to rezone part of a parcel on Torrey Road to be split off and combined with 11428 Torrey Road, which was introduced at the 6/7/21 meeting. Zoning Administrator Mike Deem again explained that the applicant purchased the subject property to expand his existing site. Rezoning the property is necessary so it can be combined with property that is already zoned C-3. There was no further discussion.

Clerk Krug expressed concern that the Township doesn't need more storage units.

Motion to adopt Ordinance No. 825, an amendment to Zoning Ordinance No. 594 to rezone part of parcel 06-03-400-011 from R-3 to C-3, as presented.

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

Motion carried. Ordinance declared adopted.

Proposed Amendment to Cemeteries Ordinance: Introduction/1st Reading

Operations Manager Broecker reviewed a proposed amendment to the Cemeteries Ordinance to revise language regarding the number of persons that can be buried in a single burial plot. Under the amendment, the following circumstances would allow two people to be buried in a single plot:

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- a. A mother and infant.
- b. Two children buried at the same time.
- c. The non-cremated remains of one person and the cremated remains of a second person.
- d. The cremated remains of two people.

There was no public comment. The board discussed the possibility of allowing the cremated remains of more than two persons to be buried in the same plot, but did not amend the ordinance any further. The second reading of the proposed ordinance will be conducted at the 7/6/21 meeting.

UNFINISHED BUSINESS:

Proposal to Redesign/Update Fenton Township Website

The board reviewed a recommendation from Operations Manager Broecker regarding proposals to redesign Fenton Township’s website, and provide ongoing hosting and maintenance services, which was postponed from the 6/7/21 meeting.

After reviewing the proposal details and visiting several websites created by each company, it is recommended that the proposal from Municode be accepted and approved. While their proposal is higher in cost, Operations Manager Broecker believes that Municode’s deliverables are “a cut above” the other proposals. Examples include:

- Higher volume of content migration - up to 1,500 webpages and 5 years of meeting information.
- 80GB of disk storage space.
- Up to 1 TB of data transfer per month.
- 99.95% up-time guarantee.
- 1-hour response time for support requests.

The board also briefly reviewed cost estimates for adding and maintaining the Township’s ordinances to the website. This information was requested at the last meeting and is provided for informational purposes. The Township is not prepared to implement the code of ordinances at this time. Treasurer Tucker stated that the estimated cost for the full ordinance codification with legal review seems very reasonable. Attorney Belzer noted that the board could still contract with Municode for ordinance codification, even if a different website developer is chosen.

Motion to approve the *Website Redesign, Hosting and Support* proposal from Municode, as presented.

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

Motion carried.

Next Meeting Reminder - Tuesday July 6, 2021

Supervisor Lorraine noted that Monday 7/5/21 is a federal holiday, and the next Fenton Township Board meeting will be Tuesday 7/6/21.

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NEW BUSINESS:

Proposed Revision to 2021 Fenton Township Meeting Schedule

Supervisor Lorraine reported that the Planning Commission has requested to move their meeting start time to 6:00pm. A revised meeting schedule has been drafted for board approval. Zoning Administrator Deem confirmed that the members of the Planning Commission agreed on the requested change. Treasurer Tucker added that having Zoom access to meetings makes it easier for the public to attend so an earlier start time should still be convenient.

Motion to adopt the revised 2021 Fenton Township Meeting Schedule, as presented.

Motion by: Tucker

Seconded: Kesler

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

Nays: None

Absent: Katrak

Motion carried.

BOARD COMMENT:

None

PUBLIC COMMENT – AGENDA OR NON-AGENDA ITEMS:

None

ADJOURN: Meeting adjourned at 9:02 p.m.

Vince Lorraine, Supervisor

Robert Krug, Clerk

Minutes Posted 06/22/21