

SPRINGFIELD TOWNSHIP BOARD MEETING
January 10, 2013
SYNOPSIS

CALL TO ORDER: 7:30 p.m. by Supervisor Walls

PLEDGE OF ALLEGIANCE: Boy Scout Troop 192 presented the colors and led the Pledge

ROLL CALL

AGENDA ADDITIONS & CHANGES: None

PUBLIC COMMENT: Gerry Humphreys, 12344 Carriage Trail, Scout Master for Troop 192 thanked the board for the invitation to present the colors and noted that tonight is the 5th year

CONSENT AGENDA:

- a) Approved Minutes: Regular Meeting December 13, 2012 with additional disbursements \$36,727.32
- b) Accepted December 2012 Treasurer's Report
- c) Received December 2012 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Police, Fire, CDBG, Assessing, IT and Comp Time
- d) Authorized payment of bills as presented, totaling \$188,857.43
- e) Approved submittal of application for DTE Tree Planting Grant Program and authorized matching funds for direct costs for the project not to exceed \$6,500 to be split between the Township Board and Parks and Recreation Commission
- f) Approved Resolution in Recognition of Clarkston Area Chamber of Commerce Twenty Fifth Anniversary
- g) Received Communications and placed on file

PUBLIC HEARING:

1. Special Land Use – Special Events Facility Ellis Barn, Springfield Oaks County Park: Opened hearing at 7:39, Received Comments, Closed hearing at 7:45

OLD BUSINESS:

1. Second Reading: Amendment to Code of Ordinances Chapter 40, Section 40-2 – Definition of Structure and New Section 40-648(c)(3) Special Land Use approval of Wireless Communication Facilities: Adopted amendment
2. Second Reading: Amendment to Code of Ordinances Chapter 12, New Section 12-24 Penalties and Chapter 20 Section 20-55 Law Enforcement Penalties: Adopted Amendment
3. Complete Streets and Township Pathways work plan and budget: Approved work plan and budget as proposed
4. Property Tax Exemption: Adopted Resolution for 2013 Property Tax Exemption Guidelines and Standards as amended to change number of years of exemptions limited to 3 years out of 7 years

NEW BUSINESS:

1. Special Land Use request from Oakland County Parks and Recreation for Ellis Barn Special Events Facility: Approved Special Land Use with conditions
2. Board Policy on Business with Employees and Conflict: Waived prohibition against doing business with Impressive Printing provided orders under \$1,500 and determined to allow Trustee Cooper to vote on bills list
3. Memberships Renewals: Oakland County Association of Township Supervisors, Michigan Association of Municipal Clerks, Michigan Municipal Treasurers Association, Traffic Improvement Association of Michigan, Oakland County Chapter of MTA, SEMCOG: Requested additional information on services available to non-members of SEMCOG. Other memberships will be renewed
4. Huron Creek site plan approval extension: Granted extension to site plan and special land use through March 2014 with condition that additional extension will require verification of intent and ability to develop
5. Planning Commission Appointment – Linda Whiting – Appointed to term expiring November 2015
6. Dixie Lake Board Appointment – Virginia Fischbach – Appointed to term expiring October 2014

PUBLIC COMMENT: None

ADJOURNMENT: 9:30 p.m.

Laura Moreau, Clerk



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Township of Springfield

Laura Moreau, Clerk

Call to Order: Supervisor Walls called the January 10, 2013 Regular Meeting of the Springfield Township Board to order at 7:30pm at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

Pledge of Allegiance

Boy Scout Troop 192 presented the colors and led the Pledge of Allegiance.

Roll Call:

Board Members Present

Collin Walls	Township Supervisor
Laura Moreau	Township Clerk
Jamie Dubre	Township Treasurer
Marc Cooper	Township Trustee
Judy Hensler	Township Trustee
David Hopper	Township Trustee
Dennis Vallad	Township Trustee

Board Members Not Present

None

Others Present

Greg Need	Township Attorney
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Agenda Additions & Changes:

There were no additions or changes.

Public Comment:

Gerry Humphreys, Troup 192 Scout Master, thanked the Board and especially Clerk Moreau for inviting them back this year to do the opening flags presentation and pledge; this has been their fifth annual opening; is grateful to be part of this tradition; hopes it lives long.

Consent Agenda:

- * **Trustee Hopper moved to approve the Consent Agenda as presented. Trustee Hensler supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**



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- a) Approve Minutes: Regular Meeting December 13, 2012 with additional disbursements of \$36,727.32
- b) Accept December 2012 Treasurer's Report
- c) Receive December 2012 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Police, Fire, CDBG, Assessing, IT and Comp Time
- d) Authorize payment of bills as presented, totaling \$188,857.43
- e) Approve submittal of application for DTE Tree Planting Grant Program and authorize matching funds for direct costs for the project not to exceed \$6,500 to be split between the Township Board and Parks and Recreation Commission
- f) Approve Resolution in Recognition of Clarkston Area Chamber of Commerce Twenty Fifth Anniversary

Receipt of Communications:

- Letter from Alyssa Dubre requesting that Springfield Township increase use of renewable energy
- Letter from Jason R. Manshum, Enbridge Energy Company, identifying himself as the new local contact
- Letter from Comcast indicating that Michigan Government TV will no longer be part of the cable line up effective January 16, 2013
- Memo from Erin Mattice regarding 2013 Spring Clean-up

PUBLIC HEARING:

1. Special Land Use - Special Events Facility Ellis Barn, Springfield Oaks County Parks

Supervisor Walls explained this request is an amendment to a previously granted Special Land Use for the Ellis Barn. When originally approved several years ago, it was for limited uses such as for a museum, livestock, storage, and other similar low impact activities. He noted there has since been an ordinance amendment and the area was rezoned so that the park zoning was more in keeping with all the activities taking place in the park since it was established in the 60s. "Special Events Facility" is the terminology used for the entire park and therefore Oakland County has applied to amend the original granted limited usage of Ellis Barn to the Special Use Facility designation as defined in the ordinance. Supervisor Walls explained that Special Land Use requests require a Public Hearing which usually takes place during the initial Concept Site Plan review however this one is unique because there are no proposed changes to the plan. He also explained what both the Planning Commission and Township Board are required to look at when



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considering a Special Land Use request. The applicants are not proposing any changes to the Site Plan or land, only changes to the uses of the building.

Opened Public Hearing at 7:39pm.

Mike Donnellon, Chief of Park Facilities Maintenance and Development of Oakland County Parks & Recreation and Jon Noyes, Supervisor of Planning for Oakland County Parks & Recreation were present. Mr. Donnellon commented they would like to use this facility for some higher end assemblies. Mr. Noyes elaborated, assemblies such as meetings, dances, and barn themed events such as parties and weddings. He noted they did host two test events last year that were successful and is why they are now seeking the designation as a Special Events Facility.

Kathleen Akin, owner of the Ellis farmhouse, believes changing the barn's use to a Special Events Facility is a great idea.

Michelle Haapala, 7845 Ormond Rd. , attended a fair in the fall which was fabulous, went both days and invited her Facebook friends to attend at the Ellis Barn; would love to see more activities like that there.

Donna Clancy, 8276 Ashwood Way, was attending the meeting on behalf of Clarkston Scamp, they plan on having the Ellis house and barn on tour this summer for 10 days; would love to have more significant events take place at both facilities.

Clerk Moreau received written correspondence signed by Pastor Scott Clark of Mt. Bethel UMC in Holly in support of the change of use.

Supervisor Walls closed the Public Hearing at 7:36pm.

Old Business:

1. Second Reading: Amendment to Code of Ordinance Chapter 40, Section 40-2 – Definition of Structure and new Section 40-648(c)(3) Special Lane Use approval of Wireless communication Facilities

Supervisor Walls explained that this amendment amends the definition of structure. It exempts from the definition fences and signs which are covered elsewhere in the zoning provisions. The second proposed amendment is regarding wireless communication facilities special land use reviews. The State put a limit on the length of time a community has to review plans for these facilities. Because of this time constraint, the “concept review” portion for a special land use for these facilities has been eliminated and plans will go directly to the “final approval” hearing.



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There were no questions or objections from the Board.

- * **Trustee Hopper moved to adopt the amendments to Code of Ordinance Chapter 40, Section 40-2 - Definitions of Structure and add new Section 40-648(c)(3) Special Land Use approval of Wireless Communication Facilities as presented; further, to authorize the Clerk to publish Notice of Adoption of said amendments; amendments to take effect as described by law. Trustee Vallad supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**
- 2. Second Reading: Amendment to Code of Ordinances Chapter 12, New Section 12-24 Penalties and Chapter 20 Section 20-55 Law Enforcement Penalties

Supervisor Walls noted the proposed amendment reinstates the civil infraction penalties to Section 12 of the Code of Ordinances, and in Section 20 - adds a provision that allows exceptions to violations for municipal civil infractions to be listed in the particular section of the Code of Ordinances.

There were no questions or objections from the Board.

- * **Clerk Moreau moved to adopt the amendments to the Springfield Township Code of Ordinances specifically Chapter 12 Environment by adding a new Section 12-24 Penalties, and amending Chapter 20 Law Enforcement by adding Section 20-55 Penalties as presented for Second Reading; further, to authorize the Clerk to publish the Notice of Adoption; said amendments to take effect as prescribed by law. Trustee Hopper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**
- 3. Complete Streets and Township Pathways work plan and budget

Supervisor Walls noted that at last month's meeting, the Board approved asking the Planning Consultant to prepare a work plan and budget for various items having to do with a State program called "Complete Streets". The Road Commission now has guidelines and policies for how they are going to look at this program which basically says all road improvements and road projects must accommodate all forms of transportation such walking, bikes, etc. With this, local municipalities can now take the initiative and present to the Road Commission plans, suggestions, or requests for developing provisions in the



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road right-of-way such as for bike paths along a paved shoulder. What is before the Board is a proposal from the Township Planning Consultant to review existing Township Pathway plans, the Complete Streets legislation, and Road Commission guidelines; evaluate their findings, research funding options and make recommendations. Supervisor Walls is suggesting a budget of \$3,600 and noted, if approved, the report should be back within two months.

Treasurer Dubre commented she would like this cost separated out for specific projects so that it will be easier to track down the road. There were no objections from the Board.

- * **Supervisor Walls moved to approve the proposed Complete Streets Work Plan and establish a budget of \$3,600.00 from the Consultants cost center for this effort. Trustee Cooper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**

4. Property Tax Exemption

Board members received a memo from Supervisor Walls which contained a history, his personal comments, and a draft revision of the "Resolution to adopt 2013 Property Tax Exemption Guidelines and Standards". Supervisor Walls met with Assessor Sievers to discuss concerns and why some of the changes were made in 2011. They also tried to place all Board guidelines into the draft resolution rather than have to include several attachments.

In the memo were a couple of suggested revisions to the guidelines and standards: 1. return the asset limit to \$125,000 excluding the principal residence; 2. allow ownership of other real estate if the additional real estate is associated with and used in conjunction with the principal residence; 3. make all guidelines or standards part of the resolution with income only as an attachment; 4. change basis for proportional partial exemptions from a flat \$5,000 to a percentage of income; 5. add the statement that failure to supply verification may be grounds for denial; 6. go back to the HUD Very Low Income limit as the Township's guideline; and 7. change the limit on granting exemptions for those under 62 who are not disabled from 3 out of the last 7 years to 5 out of the last 7. Also added to the draft resolution was that the Board of Review has the discretionary authority to deviate where they determine there are compelling reasons to support a deviation to deny or approve an exemption request.

Treasurer Dubre handed out a comparison chart she put together. She explained the green column shows the affect of the current guidelines with the updated HUD number; the



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yellow column shows the affect of what Supervisor Walls proposes; and the last column showed the net change.

She commented she was in favor of increasing the income limit however was not in support of changing the limit on granting exemptions for those under age 62 who are not disabled to 5 out of 7 years. It was her opinion that increasing the number of years would not be fair and equitable across the board and gave her reasons.

Treasurer Dubre commented she believes the most important piece to consider in the revised resolution is the clause that the Board of Review has the discretion to deviate from the standards to deny or approve an exemption request. She stated that if the Board opens the guidelines by not only increasing income but also increasing years (5 out of 7) and the Board of Review deviates from the stated guidelines and denies somebody in their 4th or 5th year, due to what Board members believe to be compelling evidence, and then the applicant appeals to the Tax Tribunal, she couldn't imagine the Tax Tribunal would rule in the Township's favor. Even though Guidelines indicate the Board has discretion to deny, she believes the Tax Tribunal would rule in favor of the applicant in a case like this.

Trustee Hensler questioned why Supervisor Walls took the 1 vehicle out of the asset test; she was still in favor of 3 years out of 7, that she was confident the Board of Review was capable of making tough decisions and knows they can deviate from the guidelines; believed \$125,000 was a little high (to go from \$50,000 to \$125,000); and said some wording in items 5 and 6 in the Resolved section may be unnecessary – “may generally attempt” and “may use the following guidelines”.

Trustee Hooper was still in favor of the exemption period being limited to 3 years out of 7 especially since the Board of Review has discretionary authority; liked the combination of property in #3; the total net asset may look a little high but some people might not have an earning capacity because of one factor or another.

Clerk Moreau commented she was willing to support the increase in the total net assets and the 20% below as Treasurer Dubre was suggesting; still believed that 3 out of the 7 years is where the guidelines need to be - again the Board of Review can deviate from this.

Trustee Vallad commended Supervisor Walls on the thoroughness of his review and recommendations, it was obvious he spent a lot of time on it; he agreed with the analysis of the whole thing; if the Board can't agree on the number of years for granting exemptions, to compromise and make it 4 out of 7 years.

Trustee Cooper said returning the asset limit to \$125,000 was great; and if someone is in need, especially in today's economy, they should have the availability to request an exemption 5 years out of 7 - doesn't believe there are that many people that are at the 3 or



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5 year window - if the Board can help one person in the Township, then they should help that one.

Supervisor Walls commented he still believes restricting an exemption to 3 out of 7 years for only those that are younger than 62 or disabled is discriminatory; a lot of people in this community and economy are under 62 and find it impossible or difficult to make a living wage.

- * **Treasurer Dubre moved the Resolution to adopt the 2013 Property Tax Exemption Guidelines And Standards with the change on page 2 under the resolved, item #7 to request that it be limited to a period of 3 years out of the 7 years unless the applicant is age 62 or older or is prevented from gainful employment as a result of disability and proof of disability, which may include a physician's statement, may be requested. Trustee Hensler supported the motion. Vote on the motion. Yes: Dubre, Hensler, Hopper, Moreau, and Vallad; No: Cooper and Walls; Absent: None. The motion carried by a 5 to 2 vote.**

Treasurer Dubre said she did not agree that 3 out of 7 years under resolved #7 was discriminatory, that it is recognized that the earning ability is different and why there is compelling reasons the Board of Review can deviate; it is in the Township's best interest to protect itself by deviating to grant versus deviating to deny opening up the request to go to the Tax Tribunal and possibly winning.

New Business:

1. Special Land Use request from Oakland County Parks and Recreation for Ellis Barn Special Events Facility

Supervisor Walls asked Mr. Donnellon and Mr. Noyes if they had anything more to add other than what they presented during the Public Hearing?

Mr. Donnellon noted that part of the grant originally received for Ellis Barn involved trail connectivity with that as a trailhead. He said they would be willing to work with the Township Planner in regards to the Complete Streets Program spoken of above.

Supervisor Walls was in favor of the change in use to a Special Event Facility; it fits the park and the barn as long as it does not prove to be detrimental to either the exterior or interior historical integrity of the building. However he noted concerns and that an approval may need to include conditions. He also noted that per Township ordinance, the County will have to take this through concept and final approval.



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In the information provided by the County, there was reference to having a “fire watch” which is a provision under the Fire Code. Supervisor Walls said he believes this would not be acceptable if only the change of use is approved. Fire suppression may be required. Walls noted that after meeting with the Township consultant, he was not clear on when fire suppression would be required (was suppression determined by the number of people attending an event or if structural issues needed to be taken into consideration). He commented that even the County consultant’s 2008 report indicated that no assembly use of any kind could take place in the building without suppression. There was also indication that fire watch can not or should not, under the code, be used in lieu of fire suppression or an alarm. He suggested that both Township and County consultants meet to discuss this.

The change in use also triggers, depending on the occupancy load, other potential changes that have to do with plumbing and handicap accessibility. Supervisor Walls suggested the County provide proposed occupancy loads for each space within the barn and to do so before final review.

There was concern about the proximity and availability of flush toilets, again which might be tied into the number of people expected to attend an event. Facilities now are a little over 500 feet away from the barn, not only inconvenient for patrons but more difficult to service the handicapped.

Mr. Noyes commented that he understood once the designation is approved, the County still needs to work with the Township to determine any restrictions.

Mr. Donnellon said they use golf carts to transport handicapped people to available restrooms and barn. He also explained that part of the reason people want to hold events in the barn is because of its rustic condition and that certain needs can be determined on a case by case basis for the time being if allowable. Regarding first floor handicap accessibility, the County has been making efforts to provide ramps and there are accommodations for the upper level. He added that currently they do not have any budget forecasting to support some of the work the Supervisor is concerned about but will work with the Township and fire department on a case by case basis to make sure proper accommodations are available and then at some point, bring “life saving” improvements into the barn.

Trustee Hensler commented that with these concerns aside, thinks this is a wonderful idea; she attended the fair spoken of earlier and believes it was an attribute to Springfield Township. It brought people to Springfield who might not otherwise come out here and showed them how nice it is. Using the barn for other such events would do the same and benefit the park and Township in many ways.



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Supervisor Walls noted his concern about this fair being held before the use change was approved and without fire suppression.

Clerk Moreau said she is in favor of the expanded use and is eager to see it happen as long as it is within the law and not sacrificing the safety and welfare of visitors to the barn. She noted that she is aware that fire suppression and restroom facilities are currently not budgeted for and may not happen for the next couple of years but after talking to the Township consultant and reviewing their consultant's study, a fire watch can not be done in lieu of fire suppression and again, this may depend on the number people attending an event. If some use is possible without fire suppression, that would be something the County would need to show with concurrence by both Township and County consultants and then fire suppression put in incrementally. Another incremental change may be restroom facilities. These would be something the Board, at final review, would have to discuss and entertain the possibility of using portable restrooms as a short term goal as long as there is a long term goal and plan for the barn. It was her opinion that fire suppression should be focused on first and a longer term goal be the installation of onsite restroom facilities. It was her suggestion that Oakland County Parks & Recreation present such a plan during the final Site Plan review.

Mr. Donnellon agreed they would try to meet with both consultants prior to final Site Plan to come with some ideas how they might be able to handle the life safety aspect of the facility so that everyone is comfortable with it. He said he would also like to look for some possible collaborations with the Township to help fund these things such as through grants.

Trustee Cooper also agrees the change in use is a great idea; he attended the 4-H fair and the barn was used well, however the Township needs to stay within its guidelines until those guidelines can be expanded.

Trustee Vallad said it was his opinion that the Board agrees the proposed designation of Special Events Facility is within the guidelines outlined and that there will be some restrictive additional guidelines on some of those uses and compliance with codes; at least at this point for concept, what's been proposed under specific conditions would be acceptable.

Clerk Moreau commented she wanted to recognize the effort being made and appreciates that Oakland County Parks & Recreation came to the Board and is willing to look at what they need to do and make some changes. She also said there may have been some direction from the Township in the past that was misunderstood as far as what can be accommodated, worked out, and what kind of exceptions could be made, that may have not been the best direction however wants to move forward.



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- Clerk Moreau moved to approve the Special Land Use request to allow the use of Ellis Barn at Springfield Oaks County Park as a Special Events Facility subject to the submission of the Final Site Plan per Code of Ordinances Section 40-136 through 40-144 and further subject to the following:
 1. Fire suppression system and related structural modifications as required by fire and building code shall be installed prior to use as a Special Events Facility.
 - a. If building and fire codes allow limited assembly use without fire suppression, supply code analysis verification and user limit for review and concurrence by Township with Final Site Plan.
 2. Hard surface parking requirement shall be waived per Code of Ordinances, Section 40-681(1)h.1.
 3. Noise created by the proposed use shall meet the provisions of Code of Ordinances, Section 40-883.
 4. Accessibility to the building shall meet the building code requirements of the proposed use.
 5. Exterior lighting shall meet building code requirements and the provisions of Code of Ordinances, Section 40-888. The Final Site Plan shall provide both location and illumination patterns of exterior lighting.
 6. Wastewater treatment systems shall be identified on the Final Site Plan to indicate short term and long term plans for Ellis Barn.
 - a. Portable restroom facilities may be approved to satisfy Code of Ordinances, Section 40-136(2)k. as a temporary solution. Portable restrooms will be allowed if they meet plumbing/building code for occupancy levels anticipated. Provide plumbing/portable restroom chart for code compliance at various anticipated occupancy levels at Final Site Plan.
 - b. On-site restroom facilities and septic systems shall be identified on the Final Site Plan and a timeframe for installation shall be provided for consideration by the Township.
 7. Occupancy limits shall be provided per building and fire codes in various barn spaces with Final Site Plan to clarify occupancy limits of space vs. limits proposed in application.
 8. Handicapped Parking requirements and analysis shall be provided for occupancy planned and occupancy allowed by space with Final Site Plan.



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Supervisor Walls supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.

2. Board Policy on Business with Employees and Conflict

Trustee Cooper requested to abstain from discussion and vote on this subject. There was no objection from the Board.

Supervisor Walls noted that he made copies of the Board policy regarding doing business with employees or members of employees' immediate family and disclosure of conflict. In his memo dated December 31, 2012, suggested that he not have to disclose a conflict with every consent agenda or pull a bill off the consent agenda for items that fall within department head authorization. The business in question is "Impressive Printing" which is owned by Trustee Cooper's daughter. This business has printed envelopes, letterhead, business cards and other small items for the Township for several years.

Trustee Hopper concurred with Supervisor Walls' suggestion.

Trustee Hensler also concurred and asked if this should be policy for all elected officials or be based on an individual basis?

Supervisor Walls responded that the way this is drafted, it is intended to be for all elected officials.

Clerk Moreau said she had no problem with Supervisor Walls' suggestion, it is straight forward and likes the limits he set. Other Board members agreed.

- * **Clerk Moreau moved to waive the prohibition against doing business with Impressive Printing per Rules and Procedures 16.2.3 so long as the individual orders do not exceed individual department head authorization of \$1,500.00; and further, to recommend that it is acceptable for Trustee Marc Cooper to vote on a Bills List containing a bill from Impressive Printing. Trustee Hopper supported the motion. Vote on the motion. Yes: Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Abstain: Cooper; Absent: None. The motion carried by a 6 to 0 vote.**

Property Manager Forst asked if this pertains only to Impressive Printing or to other Township vendors as well. Clerk Moreau responded that her motion was specific to Impressive Printing. Supervisor Walls said the policy, however, only applies to doing business with Township Board employees or their immediate family.



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3. Membership Renewals: Oakland County Association of Township Supervisors, Michigan Association of Municipal Clerks, Michigan Municipal Treasurers Association, Traffic Improvement Association of Michigan, Oakland County Chapter of MTA, SEMCOG

Supervisor Walls commented that Board members have before them dues for the above noted organizations and asked if they had any questions or concerns. He noted that all the dues are less than \$100 each except for the Traffic Improvement Association, MTA and SEMCOG.

Trustee Hopper said he only has an issue with SEMCOG; there was good support from both the Clerk and Treasurer for renewal of the others and Supervisor Walls recommended renewal of OCATS. He asked what the Township gets from the TIA. Supervisor Walls responded when used, the information is good and comparable to data from HRC but much less costly.

Trustee Hensler concurred with Trustee Hopper's comments about SEMCOG.

The Board discussed whether or not the SEMCOG membership should be renewed. It was Supervisor Walls' opinion that some data and information from them is helpful, again, if used he personally believes there is much more cost benefit than there is to some of the Chambers the Township belongs to.

Treasurer Dubre noted that SEMCOG's phone number is wrong on their website.

Trustee Cooper suggested renewing SEMCOG for another year and if it is not used, then to not renew it next year.

Clerk Moreau commented she voted in favor of it last year, to give it another year and that there has been a lot of discussion in the past about its usefulness. She noted that SEMCOG will continue to exist without Springfield's support, their information is more valuable to the larger communities that also support them. She sees more value from some of the smaller organizations like the Chambers and youth assistance which the Township supports and receives more direct impact.

Property Manager Mike Forst said he has used SEMCOG several times when they initially put the snow plan together; it was helpful and were able to adapt some of its practices to Springfield.

Treasurer Dubre suggested finding out how much it costs to attend SEMCOG events as a non-member and how much information is available to non-members, this may be more cost effective than paying the yearly dues.



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It was decided to defer a decision on SEMCOG until next month and to pay all the other noted dues at the end of this month.

4. Huron Creek site plan approval extension and Special Land Use

Supervisor Walls said he suggests a modification to his memo, that because the Township has continued to approve their extensions without asking the applicant to provide the information the ordinance requires, he is recommending the Site Plan be extended with a condition. That the applicant receive notice that with any future application for extension, either by them or some future owner of the property, they must provide information that shows their intent and ability to complete the development.

- * **Treasurer Dubre moved to grant the request to extend the Huron Creek Site Plan and Special Land Use for one (1) year through March 2014 with the following condition: that they receive notice from the Township (the Supervisor) that if they ask the Township for extension next year, that they must provide verification of intent and ability to develop the Site Plan. Trustee Hopper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**

5. Planning Commission Appointment – Linda Whiting

Supervisor Walls recommended that Ms. Whiting be appointed to the Planning Commission. She lives on Waumegah Road and would therefore represent the east side of Dixie Hwy., she also has active experience working in her neighborhood and a professional background not currently represented on the Planning Commission.

- * **Treasurer Dubre moved to appoint Linda Whiting to the Planning Commission for the currently vacant term expiring in November 2015. Trustee Hopper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**

6. Dixie Lake Board Appointment – Virginia Fischbach

Ms. Fischbach has expressed a willingness to fill the balance of Judy Hensler's term on the Dixie Lake Board which expires in October 2014.



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- * **Treasurer Dubre moved to appoint Virginia Fischbach as one of the Township representatives to the Dixie Lake Board with the term expiring October 2014. Trustee Hopper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad, and Walls; No: None; Absent: None. The motion carried by a 7 to 0 vote.**

Public Comment:

Treasurer Dubre thanked Property Manager Forst for using the overhead equipment during the Ellis Barn presentation.

Adjournment:

Hearing no other business, Supervisor Walls adjourned the meeting at 9:20pm.

Collin Walls, Township Supervisor

Laura Moreau, Township Clerk

Charter Township of Springfield

RESOLUTION

2013-01

Resolution to adopt 2013 Property Tax Exemption Guidelines and Standards

WHEREAS, the adoption of guidelines for property tax exemption is required of the Township Board; and

WHEREAS, the principal residence of persons, who the Supervisor and Board of Review determines by reason of financial hardship to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the Township of Springfield, Oakland County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns filed for the immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Supervisor, Assessor or Board of Review, accompanied by the federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File a claim reporting that the combined assets of all persons residing in the principal residence do not exceed the current guidelines. Assets include, but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the guidelines and standards adopted by the Springfield Township Board.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right to appeal to the Michigan Tax Tribunal.

NOW, THEREFORE, BE IT HEREBY RESOLVED that:

- 1) The applicant and ALL persons that reside in the household must have a combined annual income less than the amounts shown in Attachment A;
- 2) The applicant be an owner of and occupy as a principal residence the property for which an exemption is requested for a minimum of three (3) years, as of December 31, 2012;
- 3) The applicant shall not have ownership in any real property other than the principal residence subject to the application, unless, in the opinion of the Board of Review, the additional real estate is associated with and used in conjunction with the principal residence;
- 4) The applicant's total net assets (excluding the principal residence) shall not exceed \$125,000;
- 5) The Board of Review may generally attempt to reduce assessments so that the applicant pays no more than 5% of income in property tax. The Board of Review may consider any Homestead Property tax credit as part of the reduction in tax obligation in determining the 5% of income in property tax;
- 6) The Board of Review may use the following guidelines for determining proportional partial exemptions based upon the 5% of income for property tax guideline:

% Below Income Standard	% of Income to pay in taxes
5%	5%
10%	3.75%
15%	2.5%
20%	0%

- 7) Property Tax Exemptions are limited to a period of three years out of seven years unless the applicant is age 62 or older or is prevented from gainful employment as a result of disability. Proof of disability, which may include a physician's statement, may be requested;
- 8) The Board of Review, Supervisor or Assessor may request verification of information submitted, statements made, and qualifications of the applicant. Failure to supply the verification requested may be grounds for the Board of Review to deny the exemption, and;
- 9) The Supervisor must concur with any exemption granted by the Board of Review.

AND, BE IT FURTHER RESOLVED that these are guidelines from which the Board of Review has the discretionary authority to deviate where the Board of Review and the Supervisor determines there are compelling reasons to support a deviation to **deny or approve** an exemption request and that said compelling reasons shall be recorded in the minutes of the Board of Review and communicated in writing to the applicant.

The foregoing resolution offered by Springfield Township Board Member Dubre and supported by Springfield Township Board Member Moreau.

Upon roll call vote, the following voted:

AYES: Dubre, Hensler, Hopper, Moreau and Vallad

NAYS: Cooper and Walls

ABSTENTIONS: None

ABSENT: None

THE RESOLUTION WAS DECLARED ADOPTED.

STATE OF MICHIGAN)
)ss
COUNTY OF OAKLAND)

I, Laura Moreau, the duly qualified and elected Clerk of the Charter Township of Springfield, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board of Trustees held on January 10, 2013 the original of which is on file in my office.



Laura Moreau, Clerk

ATTACHMENT A

2013 PROPERTY TAX EXEMPTION GUIDELINES AND STANDARDS

The 2013 Very Low Income Limits established by the U.S. Department of Housing and Urban Development were used to establish these guidelines. For any applicant whose income is at least 20% below the following income levels, a total exemption from ad-valorem property taxes **MAY** be granted:

Family of 1	\$22,550 yearly	Family of 5	\$34,800 yearly
Family of 2	\$25,800 yearly	Family of 6	\$37,400 yearly
Family of 3	\$29,000 yearly	Family of 7	\$39,950 yearly
Family of 4	\$32,200 yearly	Family of 8	\$42,550 yearly
		Each addnl.	\$ 3,960 yearly

Charter Township of Springfield
RESOLUTION
2013-02

**RESOLUTION IN RECOGNITION OF CLARKSTON AREA CHAMBER OF
COMMERCE TWENTY FIFTH ANNIVERSARY**

At the regular meeting of the Township Board of the Charter Township of Springfield, County of Oakland, Michigan, held on the 10th day of January, 2013, at 7:30 p.m.

PRESENT: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls

ABSENT: None

WHEREAS, the Clarkston Area Chamber of Commerce was established twenty five years ago for the advancement of civic, business and the general well-being of the Clarkston area; and

WHEREAS, the Clarkston Area Chamber of Commerce has successfully fulfilled its mission to promote and enhance business opportunities in the Clarkston area resulting in a more successful and liveable community for all area residents; and

WHEREAS, Clarkston Area Chamber of Commerce efforts to initiate and assist cooperative relations between Clarkston Area Schools, Independence Township, Springfield Township and the City of the Village of Clarkston have been appreciated; and

WHEREAS, Clarkston Area Chamber of Commerce is taking a leadership role in coordinating and administering business development and redevelopment and governmental cooperation within the area;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Township Board of the Charter Township of Springfield hereby expresses its support and appreciation for the Clarkston Area Chamber of Commerce and congratulates the Chamber and its members on its Twenty-fifth Anniversary.

AYES: Cooper, Dubre, Hensler, Hopper, Moreau, Vallad and Walls

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED.

[illegible]

I, the undersigned duly qualified Township Clerk of the Charter Township of Springfield, Oakland County, Michigan, do hereby certify the foregoing is a true and complete copy of the proceedings taken by the Township Board of the Charter Township of Springfield at a meeting held on the 10th of January, 2013.

CHARTER TOWNSHIP OF SPRINGFIELD


LAURA MOREAU, Clerk

Date: January 11, 2013

REGULAR MEETING

January 10, 2013

Township of Springfield

Laura Moreau, Clerk

BILLS PRESENTED FOR PAYMENT:

GENERAL FUND

Reserve Account (Postage)	\$ 1,500.00
Arlene Badgley	113.78
Kieft Engineering (3)	136.00
State of Michigan	11.00
Coffee Break Service, Inc.	72.50
Erin A. Mattice	140.00
Oakland County	75.11
Shannon Brownlee	11.00
Marc Cooper	290.60
Verizon Wireless	215.87
Blue Care Network	8,984.84
Road Commission for Oakland County	42,019.59
Quill	247.18
Mat Rental Service	101.22
American Water	21.25
Mechanical Comfort, Inc.	<u>2,215.00</u>

TOTAL

\$ 56,154.94

BILLS PRESENTED FOR PAYMENT:

FIRE FUND

Oakland County	\$ 75.49
Blue Care Network	1,577.63
Oakland County Sheriff's Dept.	1,470.00
Battery Products, Inc.	70.78
Business Micro Resource Corp.	400.00
Comcast	62.71
52 nd District Court	180.00
GfG Instrumentation	131.56
Marlan Hillman	214.23
J&B Medical Supply (3)	108.20
Kelko Heating and Cooling	292.00
McKay's Hardware	15.91
Office Depot	50.47
Zoll Medical Corp.	<u>217.92</u>

TOTAL

\$ 4,866.90

REGULAR MEETING

January 10, 2013

Township of Springfield

Laura Moreau, Clerk

BILLS PRESENTED FOR PAYMENT:

Oakland County
Verizon Wireless
Oakland County Sheriff's Dept.

POLICE FUND

\$ 167.28

107.09

125,219.70

TOTAL

\$ 125,494.07

BILLS PRESENTED FOR PAYMENT:

General Fund
Blue Care Network

CABLE TV FUND

\$ 273.50

274.34

TOTAL

\$ 547.84

BILLS PRESENTED FOR PAYMENT:

None

CIVIC CENTER DEBT FUND

\$ 0.00

TOTAL

\$ 0.00

BILLS PRESENTED FOR PAYMENT:

Ron Shelton
Doug Weaver
Tim Koerber
Charles B. Warner

BUILDING DEPT FUND

\$ 322.40

216.45

539.83

715.00

TOTAL

\$ 1,793.68

BILLS PRESENTED FOR PAYMENT:

None

LAKE IMPROVEMENT FUND

\$ 0.00

TOTAL

\$ 0.00

BILLS PRESENTED FOR PAYMENT:

None

SOFTWATER LAKE FUND

\$ 0.00

TOTAL

\$ 0.00

BILLS PRESENTED FOR PAYMENT:

None

ELIZA LAKE FUND

\$ 0.00

TOTAL

\$ 0.00

GRAND TOTAL FOR ALL FUNDS

\$ 188,857.43



ADDITIONAL DISBURSEMENTS ~ December 2012

for Approval at January 2013

Township of Springfield

Laura Moreau, Clerk

ADDITIONAL DISBURSEMENTS:

GENERAL FUND

Absolute Building Maintenance	\$ 2,735.00
A-C Tire	69.95
Accident Fund	715.05
Cardmember Service	50.67
Carlisle/Wortman Assoc. (5)	2,727.50
Clarkston Area Chamber	230.00
Clinton River Watershed Council	225.00
Cutter's Edge Engraving	27.00
DTE Energy (Street Lighting)	2,244.26
DTE Energy (2)	2,360.71
Eastman Fire Protection, Inc.	738.07
Erin A. Mattice	70.00
Greg Kazmierski	11.00
Karen Binasio	53.28
Lynn Harrison	122.50
Mat rental Service	51.00
Michigan Wildflower Farm	78.60
Oakland County	175.00
Oakland County Assoc. of Assessing	51.00
OCE Imagistics, Inc.	596.78
Paetec	808.19
Quill (5)	360.86
Smith's Disposal	65.00
Unicare	186.19
Unum	<u>324.33</u>

TOTAL

\$ 15,076.94

ADDITIONAL DISBURSEMENTS:

FIRE FUND

Accident Fund	\$ 3,978.82
Comcast	196.36
Consumers Energy (2)	555.10
DTE Energy (2)	567.68
Fire Service Management (2)	128.71
Nextel Communications	150.10
Oakland County Medical Control	75.00
R.G. Shelton	80.00
Unicare	52.26
Unum	<u>88.00</u>

TOTAL

\$ 5,872.03



ADDITIONAL DISBURSEMENTS ~ December 2012

for Approval at January 2013

Township of Springfield

Laura Moreau, Clerk

ADDITIONAL DISBURSEMENTS:

None

TOTAL

POLICE FUND

\$ 0.00

\$ 0.00

ADDITIONAL DISBURSEMENTS:

Nextel Communications

\$ 37.99

Richard J. Ashley

1,600.00

Unicare

3.11

Unum

5.00

TOTAL

\$ 1,646.10

ADDITIONAL DISBURSEMENTS:

None

TOTAL

CIVIC CENTER DEBT FUND

\$ 0.00

\$ 0.00

ADDITIONAL DISBURSEMENTS:

Carlisle/Wortman Assoc.

TOTAL

BUILDING DEPT FUND

\$ 3,623.00

\$ 3,623.00

ADDITIONAL DISBURSEMENTS:

Dixie Lake

Soil & Materials Engineers

TOTAL

LAKE IMPROVEMENT FUND

\$ 10,509.25

\$ 10,509.25

BILLS PRESENTED FOR PAYMENT:

None

TOTAL

SOFTWATER LAKE FUND

\$ 0.00

\$ 0.00

GRAND TOTAL-ADDL. DISB. - ALL FUNDS

\$ 36,727.32