

## **SPRINGFIELD TOWNSHIP BOARD MEETING**

**November 14, 2013**

### **SYNOPSIS**

**CALL TO ORDER:** 7:30 p.m. by Clerk Moreau. Board appointed Clerk Moreau to chair the meeting in the absence of Supervisor Walls.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**AGENDA ADDITIONS & CHANGES:** None

**PUBLIC COMMENT:** None

### **CONSENT AGENDA:**

- a) Approved Minutes: Regular Meeting October 10, 2013 with additional disbursements \$205,697.30
- b) Accepted October 2013 Treasurer's Report
- c) Received October 2013 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Police, Fire, CDBG, Assessing, IT and Comp Time
- d) Authorized payment of bills as presented, totaling \$29,494.87
- e) Authorized attendance at the Michigan Townships Association Annual Conference for Township Board members at a cost not to exceed \$987 per member
- f) Appointed Mike Wise, Structural Engineer, to the Fire Board of Appeals for a 2 year term beginning November 1, 2013
- g) Authorized 2013 contribution to Holly Area Youth Assistance in the amount of \$3,000
- h) Authorized budget amendment to the 2013 Building Department Fund as follows: Total Revenues remain unchanged at \$97,000; Expenses: Increase Operating Cost Center \$5,200 from \$5,200 to \$10,400, Total Expenses increase \$5,200 from \$76,700 to \$81,900
- i) Received Communications and placed on file

**PUBLIC HEARING:** 2014 Proposed Budgets: Opened hearing at 7:33 pm. Clerk Moreau summarized proposed 2014 budgets. Treasurer Dubre summarized 2013 tax millage rates to support the 2014 budgets. Board received public comments. Closed hearing at 7:58.

**OLD BUSINESS:** None

### **NEW BUSINESS:**

1. Contract for Conditional Transfer of Property – Act 425 Agreement with Independence Township: Adopted Resolution 2013-19 to approve contract and authorize its execution
2. CDBG Agreement and 2014 Allocation: Approved 2014 Subrecipient Agreement and allocated 2014 CDBG funds
3. 2014 Budget Adoption: Adopted 2014 budgets
4. Commercial Rehabilitation Act – consider establishing district: Board members discussed the process and potential benefits of establishing districts. Deferred decision and requested more information from Assessor, Treasurer and Clerk
5. Oxford Bank ACH Agreement for direct deposit service: Authorized Treasurer to execute agreement
6. First Reading: Amendment to Code of Ordinances – new section 36-345 Davisburg Community Sewer System: Authorized the Clerk to publish for 2<sup>nd</sup> Reading
7. Reimbursement for Assessor certification expenses: Approved reimbursement in the amount of \$493.15
8. RCOC Gravel Road Paving Plan – Consider projects for revised plan: Board discussed potential projects but declined to submit requests to the Road Commission for consideration

**PUBLIC COMMENT:** None

**ADJOURNMENT:** 9:51 p.m.

Laura Moreau, Clerk



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

**Call to Order:** Clerk Moreau called the November 14, 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.

- \* **Treasurer Dubre moved to appoint Clerk Moreau as Chairperson Pro Tem in Supervisor Walls' absence. Trustee Hopper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

**Pledge of Allegiance**

**Roll Call:**

**Board Members Present**

|               |                    |
|---------------|--------------------|
| 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**

|              |                     |
|--------------|---------------------|
| Collin Walls | Township Supervisor |
|--------------|---------------------|

**Others Present**

|           |                   |
|-----------|-------------------|
| Greg Need | Township Attorney |
|-----------|-------------------|

**Agenda Additions & Changes:**

There were no additions or changes to the agenda.

**Public Comment:** None

**Consent Agenda:**

- \* **Trustee Hensler moved to approve the Consent Agenda as presented. Trustee Vallad supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

- a) Approve Minutes: Regular Meeting October 10, 2013 with additional disbursements \$205,697.30



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

- b) Accept October 2013 Treasurer's Report
- c) Receive October 2013 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Police, Fire, CDBG, Assessing, IT and Comp Time
- d) Authorize payment of bills as presented, totaling \$29,494.87
- e) Authorize attendance at the Michigan Township Association Annual Conference for Township Board members at a cost not to exceed \$987 per member
- f) Appoint Mike Wise, Structural Engineer, to the Fire Board of Appeals for a 2 year term beginning November 1, 2013
- g) Authorize 2013 contribution to Holly Area Youth Assistance in the amount of \$3,000
- h) Authorize budget amendment to the 2013 Building Department Fund as follows: Total Revenues remain unchanged at \$97,000; Expenses: Increase Operating Cost Center \$5,200 from \$5,200 to \$10,400, Total Expense increase \$5,200 from \$76,700 to \$81,900

**Receipt of Communications:**

- Minutes of Holly Area Youth Assistance Board of Directors meeting, September 5, 2013
- Letter of thanks for contribution from the Clarkston Area Youth Assistance Board of Directors
- Memo from Supervisor Walls regarding overtime costs for 2013 Sheriff Contract
- Work Plan prepared by Carlisle/Wortman Association for the Springfield Strategic Plan

**Public Hearing:**

1. 2014 Proposed Budgets

Clerk Moreau noted this hearing is for the draft 2014 budgets. She opened the public hearing at 7:33pm.

Clerk Moreau commented that included in the draft budgets were estimated figures for 2015 and 2016, however tonight the meeting is only to hear comments and adopt the 2014 budgets.

The Board held a budget workshop on August 14<sup>th</sup> to discuss and prepare the drafts which have been finalized and are being presented for this hearing. Each budget is coded with a specific color of paper and put together in the order they will be discussed. At the end of



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

each budget's review will be a time for comments or questions from Board members and members of the public.

Treasurer Dubre went over the property tax millage rates that will be levied to support the 2014 proposed budgets. These tax rates were proposed and approved at the September meeting and will be on the December tax bills. The millage rates are as follows: the Operations millage rate of .9950 will generate \$549,000, Treasurer Dubre noted the rate levied last year was less in an effort to recognize the increased Bond, the new Art Authority tax and the new Police millage that was passed; the Fire millage rate of 1 mill will generate \$552,000; the 3 Police millage rates of .7163, 1.500, and .7500 will generate 1,637,300; the Parks & Recreation millage rate of .7500 will generate \$410,000; and the Bond millage rate of .6500 will generate \$358,800.

Clerk Moreau informed the public she will go over each budget and highlight specific areas of note. The public will have an opportunity to comment on each fund.

Regarding the General Fund – Clerk Moreau pointed out a \$250,000 transfer of funds to the Fire Fund for a new Fire Station 1 and explained the Road Matching Funds in the amount of \$240,000; the reason for the Elections Cost Center in the amount of \$29,200 was because 2014 will be an election year; and explained the \$30,000 that was in Contingency. There were no comments or questions.

In the Fire Fund, Clerk Moreau noted where the monies transferred in from the General Fund appeared. She further noted that the transfer from the General Fund should mean they will not need to borrow money to build Station 1 and the intent is to leave at least 6 months of reserves in the Fund after the station is built and equipped.

Trustee Vallad noted the large difference between the Fire Fund's Revenue amount and the Expenses amount; he suggested in the future those numbers be budgeted closer.

Regarding the Police Fund - Clerk Moreau noted the \$100,000 in the State Revenue Share line item, and that Expenses are consistent with contract costs.

Nancy Strole, 11990 Davisburg Road, commented there was also a large difference between Revenue and Expenses on the Police Fund budget. Treasurer Dubre explained that was because of the State Revenue Share and it would be addressed once the 4 year millage expires.

There were no questions or comments regarding the Cemetery Fund budget.

Clerk Moreau noted the \$13,000 that was transferred in from the General Fund to the Parks & Recreation Fund toward an equipment purchase; and noted the new Fund Reserves



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

Equipment Cost Center and Development Cost Center. There were no questions or comments on the Parks & Recreation budget.

The Stewardship Fund – it was noted that at this time the fund is primarily for the River Run Preserve property (formerly known as Wilderness Estates) and that some additional improvements are planned for signage and trails.

Nancy Strole commented that currently the Stewardship Fund is solely for River Run and suggested headings be marked that way. In the future there may be monies coming in from the Endowment Fund and it could become confusing.

Regarding the Endowment Fund – it was discussed at the regular Board meeting in October about a possible property acquisition. Because the costs are still unknown, the budget was prepared with “placeholder” figures.

Jennifer Tucker, Parks & Recreation Director suggested that because the property is still a preliminary purchase and the price is unknown, it might be wise to budget 0 for the time being and amended the budget once actual costs are established.

Nancy Strole, with the Springfield Site Action Committee, concurred with Ms. Tucker’s suggestion.

Regarding the Lake Improvement Fund Budget – Trustee Vallad noted that Susin Lake will not be collecting money in 2014. Treasurer Dubre said that had been discussed with Supervisor Walls and he suggested leaving it in the budget because there is still a fund balance along with Big Lake.

There were no comments or questions on the Softwater Lake Improvement Fund, the Eliza Lake Improvement Fund or the Cable TV Fund.

Clerk Moreau noted that regarding the Building Department Fund, services are contracted out and the budget was based on contract fees. There were no questions or comments.

Clerk Moreau noted a clerical error on the Civic Center Debt Fund budget – the \$500 in Interest & Dividends and the \$25,000 in Appropriation Prior Year Fund Balance was not carried over, they are intended to be part of the Revenue Center. There were no questions or comments.

There were no questions or comments on the Softwater Sewer S.A.D. Debt Service budget.

The Improvement Revolving Fund is a new fund established by the Township to support and advance funds for improvements in the Township. Currently there are plans for a



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

paving project to begin in 2014 on Sherwood Road and Patrick Road. Treasurer Dubre noted the funds in the budget were appropriated from the General Fund which will be collected back over the next 4 years.

Clerk Moreau closed the public hearing at 7:58pm.

**Old Business:** None

**New Business:**

1. Contract for Conditional Transfer of Property – Act 425 Agreement with Independence Township.

Clerk Moreau noted the public hearing was held earlier this evening at 7:00pm. The Board can now discuss the contract with Independence Township and consider adopting the Resolution which approves the contract and authorizes its execution; this requires a majority vote of the Board.

If the Board adopts the Resolution, there is a 30 days waiting period in which a petition can be filed by person owning 50% or more of the Springfield parcel, if that happens, a referendum would be required. If the 30 days elapses with no petition, the two Townships can move ahead and execute the contract.

Clerk Moreau stated there was 1 comment at the public hearing from a resident who was opposed to the transfer. She also noted that Pat Kittle, Independence Township Supervisor, and Steve Joppich, the Independence Township attorney, were also present at the public hearing.

- \* **Treasurer Dubre moved to adopt Resolution 2013-19 regarding the Conditional Transfer of Property under Act 425 of the Public Act of 1984 as presented. Trustee Hopper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

2. CDBG Agreement and 2014 Allocation

The public hearing for this item was held prior to the Board meeting. There were no comments heard.

Treasurer Dubre explained the program – CDBG (Community Development Block Grant) funds are Federal funds set aside to benefit low to moderate income individuals, families or areas. For year 2014, the Township will receive approximately \$30,708 of which 30% has



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

to be allocated for public services which includes emergency services programs and services for the disabled. Treasurer Dubre noted that in the past, remaining funds could be used for pathways, planning, street improvements, code enforcement, and minor home repair. That is not the case under the current program, the remaining allocation is now limited to code enforcement and minor home and minor mobile home repair; for no more than 4 projects at a minimum of \$2,500 each. The Township received requests from Neighbor for Neighbor for emergency services and OLHSA (Oakland Livingston Human Service Agency) for minor home repair and minor mobile home repair.

The Board needs to determine how it wants to allocate the funds and approve the Agreement.

- \* **Treasurer Dubre moved to approve the 2014 Community Development Block Grant Agreement and authorize the Clerk to sign and submit the Subrecipient Agreement. Trustee Cooper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

Treasurer Dubre added the Township did receive a letter from Kaleidoscope whose allocation would fall under public services (disabled services), that they would not be requesting money this year, they had enough to carry them through. Treasurer Dubre noted this for the record - should Kaleidoscope request 2015 funds; they did not receive funds from the Township in 2014.

Trustee Hopper also noted the Township only has 2 years to spend the funds; if they are not spent, they go back to the County.

Treasurer Dubre noted the CDBG report that was included in the Consent Agenda and informed the Board and public what was allocated last year and what was not used that went back to the County.

The Board discussed possible ways to allocate funds but Treasurer Dubre noted the tight restrictions placed on the funds by Oakland County. She commented she would like to allocate funds towards code enforcement services which is allowed in the low to moderate income area. This could easily be tracked and those monies then would not have to come from the General Fund.

- \* **Treasurer Dubre moved to allocate the 2014 Community Development Block Grant Funds in an approximate amount of \$30,708.00 as follows: 30% of the allocation for public services (approximately \$9,212.00) to be used for emergency services in the amount of \$9,212.00 (*Neighbor for Neighbor*); the approximate remaining balance of \$21,496.00 to be**





Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

**used as follows: approximately \$15,000.00 to be used for code enforcement and approximately \$6,496.00 to be used for minor home repair. Trustee Hensler supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau, and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

John Guzzo, Neighbor for Neighbor, thanked the Board for everything they have done for the organization.

3. 2014 Budget Adoption

Treasurer Dubre noted the request from Assessor Sievers regarding the State Tax Commission's change to the required prerequisites for obtaining a Michigan Advanced Assessing Officer certification which requires additional training. This change was initiated after the budgets were prepared. Treasurer Dubre commented she would prefer not to increase the Assessor's budget; that there should be enough money in the Computer and Software column and Mobile Communication column to cover the additional training.

Clerk Moreau noted Parks & Recreation Director Tucker's comments regarding amending the Endowment Fund and changing the Revenue and Expenditures to 0.

It was agreed to leave the Lake Improvement Fund as is for the time being because it is not known how much to put in for appropriations for Susin Lake or Big Lake being they no longer will be collecting a special assessment.

- \* **Treasurer Dubre moved to adopt the 2014 General Fund as presented with Revenue at \$2,343,350.00 and Expenses at \$2,343,300; the 2014 Fire Fund as presented with Revenue at \$1,310,450.00 and Expenses at \$1,199,050; the 2014 Police Fund as presented with Revenue at \$1,768,600.00 and Expenses at \$1,685,600.00; the 2014 Cemetery Fund as presented with Revenue at \$1,000.00 and Expenses at 0; the 2014 Parks & Recreation Fund as presented with Revenue and Expenses at \$671,650.00; the 2014 Stewardship Fund as presented with Revenue and Expenses at \$15,700.00; the 2014 Endowment Fund as amended with Revenue and Expenses at 0; the 2014 Lake Improvement Fund as presented with Revenue and Expenses at \$252,300.00; 2014 Softwater Lake Improvement Fund as presented with Revenue and Expenses at \$10,000.00; the 2014 Eliza Lake Improvement Fund as presented with Revenue at \$15,000.00 and Expenses at \$12,000.00; the 2014 Cable Fund as presented with Revenue at \$83,000.00 and Expenses at \$37,100.00; the 2014 Building Fund as presented with Revenue at \$98,500.00 and Expenses at \$97,800.00; the 2014 Civic Center Debt**





Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

**Fund as presented with Revenue at \$384,800.00 and Expenses at \$371,600.00; the 2014 Softwater Sewer Debt Service Fund as presented with Revenue and Expenses at \$117,500.00; and the 2014 Improvement Revolving Fund as presented with Revenue and Expenses at \$50,000.00. Trustee Copper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

Trustee Vallad reiterated he would like to get the Revenue and Expenses closer together in some of the budgets, especially in the Fire Fund.

4. Commercial Rehabilitation Act – consider establishing district

Clerk Moreau noted the memo dated September 9, 2013 from Carlisle Wortman explaining the Act and how it can be used as an economic tool in the revitalization of certain properties in the Township. The Act creates an incentive for commercial properties to be improved by exempting a portion of the property taxes, on the structure only, for up to 10 years. The Act is designed to increase current tax base; provide employment opportunities; and help redevelop older, blighted, vacant properties (functionally obsolete type uses). Act restrictions included properties shall be no less than 3 acres and structures have to be 15 years or older. Tonight the Board needs to determine if it wants to pursue this Act further.

Clerk Moreau commented Planner Carlisle was not available to attend tonight's meeting to answer questions but would be attending the regular Board meeting in December.

The Board discussed several of the areas depicted on the maps provided with the memo from Carlisle/Wortman and Clerk Moreau asked Assessor Sievers to research the tax roll to see if there were any others.

The Board agreed it wouldn't want a blanket establishment for all properties in the Township that would potentially qualify; that some very specific parameters would have to be set limiting the exemption to properties that are truly blighted, vacant and functionally obsolete. Some of the areas the Board noted to look at were the strip mall in the area of Dixie and Oak Hill, the southwest corner of Davisburg and Dixie, the old medical building and fountains, and the old Saturn dealership.

Treasurer Dubre was not opposed to the idea but warned the Board to proceed with caution; there is always more to these tax exemption Acts that get overlooked. She noted that the County will not accept delinquent taxes and the Township would become the collecting agent and responsible for filing for foreclosure if necessary; there is usually



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

more cost to the Township than just the tax exemption; and reiterated specific parameters would have to be set to deter possible appeals if a property is denied a district request.

It was also noted that Assessor Sievers would have some challenges relating to reporting and valuing properties.

Clerk Moreau commented the process to establish a district is lengthy and could take 6 months and the “sunset” deadline for owners to apply is December 2015.

It was decided to use the strip mall as a case study – to research potential savings and weigh the incentive and benefit to see if it would be worth it. Then to bring this back to the Board at the December meeting with answers from Attorney Need and Planner Carlisle to some of the questions raised tonight.

5. Oxford Bank ACH Agreement for direct deposit service

Treasurer Dubre noted she included a memo dated October 31, 2013 in the Board packet pertaining to this subject. She commented that the current ACH Agreement regarding direct deposit was established in 2003. The Township’s payroll direct deposits are through Oxford Bank but handled by Comerica Bank. Effective at the end of this year, Oxford Bank will be solely handling it and no longer absorbing the associated fees and will be passing those on to the Township in the amount of \$52 a month.

Also in the packet was a response from Attorney Need regarding the Oxford Bank ACH Agreement. Treasurer Dubre responded to each of Attorney Need’s comments however the language of concern in paragraphs 15, 16 and 34 of the Agreement could not be changed. Treasurer Dubre commented she has not had problem with this bank in the 10 years doing business with them; the Township has a good relationship with the bank and they have always been fair.

Treasurer Dubre commented that although the fees are unwelcome, feels they are reasonable and that all the banks the Township does business with charges some sort of fee. She brought this matter to the Board so they are aware of it.

Clerk Moreau suggested making direct deposit available only to regular employees; not only because of the bank fee but because it is time consuming to set up the account.

The Board agreed to create a new line item in the General Fund for the ACH fees and for the Clerk to notify all department heads about excluding temporary seasonal employees from electing to have direct deposit.



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

- \* **Treasurer Dubre moved to authorize the Treasurer to execute the ACH Agreement and submit the ACH Origination application to Oxford Bank as presented. Trustee Vallad supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

6. First Reading: Amendment to Code of Ordinances – new section 36-345 Davisburg Community Sewer System

Clerk Moreau noted this is a proposed amendment to Chapter 36 Article 3 the Community Sewer System. The Board is considering this new section to accommodate a sewer district in the downtown Davisburg area to allow the use of the southwest corner of the Township property formerly known as the lumberyard. Two properties have already been given permission to use this area to handle their septic needs. The amendment would allow other downtown properties (that fall within the district) to participate in a community sewer system should their septic system fail or they wish to tie into the system at a cost. The Board reviewed draft language of the amendment at the last meeting and provided feedback which Attorney Need used to revise the draft being presented tonight.

Attorney Need highlighted the changes he made. He addressed the fact the Township owns property that would fall in the district and therefore could be responsible for costs should they need to tie into the system. The other major change was he added subsection (h) which covers payback arrangements whereby a property owner that pays for some of the initial construction may, with the agreement of the Board, get a portion of that back upon future connections.

Treasurer Dubre was concerned about the 10 year reference in subsection (h); it was her opinion that should be extended. Attorney Need replied it doesn't have to be 10 years but there needs to be some sort of cutoff. Most communities that have similar arrangements use either 10 or 15 years.

Clerk Moreau suggested using a "step down" payback program possibly going from 80% to 40% on down over the payback period. She pointed out there is more cost to the system than just the initial construction such as for waste collection.

Treasurer Dubre also questioned the fact that a payback application needs to be submitted within 60 days of the first connection, she feels the property owner should be given more time. She suggested that all application payback matters go through the Township Board and not just handled administratively through the Township.

Clerk Moreau requested payback be expanded from initial construction to also include any "future expansion" – the collection system will also be a major cost component.



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

It was clarified that whatever amount of time is agreed upon (10 or 15 years) would be from the date of the payback approval.

It was the consensus of the Board to change 10 years to 15 years and leave the application deadline at 60 days.

There were two typos noted, one Attorney Need was aware of; the other was on page 3 under (i) (aa), the end parenthesis was missing around the \$100.00 figure.

Attorney Need said he would take care of the changes discussed tonight and the Board could move it to a second reading at the December meeting if they wished.

- \* **Clerk Moreau moved to authorize the Clerk to publish the amendments to Code of Ordinances Chapter 36 Article 3, Davisburg Community Sewer System, as discussed and presented this evening. Trustee Cooper supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**

Dave Sikora, 661 Broadway, commented he owns one of the properties involved and still doesn't understand a lot of this. He clarified that he would have to apply, after construction, for reimbursement that could possibly come 15 years down the road. Attorney Need responded, yes, as people connect they would pay their share of what had been advanced. Filing a payback application would require providing all receipts as proof of construction.

7. Reimbursement for Assessor certification expenses

Assessor Sievers provided a memo dated October 16, 2013 explaining the changes the State Tax Commission made to the required prerequisites for obtaining Michigan Advanced Assessing Officer, MAAO (level 3) certification. It was noted this issue was discussed earlier during the budget adoptions. Ms. Sievers was requesting, per her memo, reimbursement of \$493.15 to Arlene Badgley for her expenses incurred while attending her last required course.

- \* **Treasurer Dubre moved to authorize reimbursement to Arlene Badgley in the amount of \$493.15 - \$60.05 to be paid from the mileage line item and balance to be paid from Conference, Dues, etc. from the Assessor's Cost Center. Trustee Vallad supported the motion. Vote on the motion. Yes: Cooper, Dubre, Hensler, Hopper, Moreau and Vallad; No: None; Absent: Walls. The motion carried by a 6 to 0 vote.**



Minutes of **REGULAR MEETING**  
Held **NOVEMBER 14, 2013**

Township of Springfield

Laura Moreau, Clerk

---

---

8. RCOC Gravel Road Paving Plan – Consider projects for revised plan

The Township received a letter from the Road Commission looking for requests for gravel road paving projects to be included in the revised Gravel Road Paving Plan.

Trustee Hopper commented that on eligible projects for federal funds, the Township would still be responsible for 10% of construction costs, 50% of engineering fees and 50% of the right-of-way. The smallest section of eligible road could cost the Township approximately \$150,000 and he would rather spend that kind of money on a road that is more heavily traveled.

Treasurer Dubre agreed and would prefer spending money for an overlay on Davisburg or Andersonville roads.

Clerk Moreau noted that an entire stretch of road on the list would not have to be done and suggested Rattalee Lake Road from Bigelow to just east of Sherwood, a little over 1 mile, in which there is some pavement already there.

As earlier explained by Treasurer Dubre, CDBG funds can no longer be used for street improvements so the Township would be totally responsible for its portion of funding.

The consensus of the Board was not to submit a request to the Road Commission for their Gravel Road Paving Plan.

**Public Comment:**

The Board wished Vicki Sievers a happy birthday.

**Adjournment:**

Hearing no other business, Clerk Moreau adjourned the meeting at 9:51pm

---

Collin Walls, Township Supervisor

---

Laura Moreau, Township Clerk

**Charter Township of Springfield**  
**RESOLUTION**  
**2013 - 19**

**RESOLUTION REGARDING THE CONDITIONAL TRANSFER OF PROPERTY  
UNDER ACT 425 OF THE PUBLIC ACTS OF 1984**

WHEREAS, Act 425 of the Public Acts of 1984, as amended ("Act 425") enables two or more local units of governments to conditionally transfer property from one local unit to the other by written contract for the purpose of an economic development project; and

WHEREAS, the Charter Township of Independence ("Independence") and the Charter Township of Springfield ("Springfield") are both local units of government as defined by Act 425; and

WHEREAS, located within Springfield is a parcel of property described on Exhibit A (the "Springfield Parcel") and located within Independence is a parcel of property described on Exhibit B (the "Independence Parcel"); and

WHEREAS, Independence and Springfield have determined that the conditional transfer of the Springfield Parcel from Springfield to Independence under Act 425 will encourage and assist economic development for the general benefit of residents in Springfield and Independence, as well as utilizing property for the protection of the environment; and

WHEREAS, Springfield has considered the factors required by Section 3 of Act 425, has considered the "Contract for Conditional Transfer of Property" attached to this Resolution regarding the transfer of the Springfield Parcel to Independence under Act 425, and has held a public hearing regarding this matter pursuant to Act 425.

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

1. The Township Board of the Charter Township of Springfield approves the "Contract for Conditional Transfer of Property" attached to this Resolution and directs and authorizes its Township Supervisor and Township Clerk to enter into said Contract on behalf of the Township, but only if one of the following occurs: (a) within 30 days after the date of adoption of this Resolution, a petition signed by persons owning 50% or more of the Springfield Parcel is filed with the Clerk of the Charter Township of Springfield, and in such event a referendum on the transfer is held in the Charter Township of Springfield and a majority of the electors in the Township voting on the transfer approve the transfer; or (b) a petition is not filed as provided above within 30 days after the date of adoption of this Resolution.

2. If the "Contract for Conditional Transfer of Property" is entered into as provided above, the Clerk of the Charter Township of Springfield is hereby directed file a duplicate original of that Contract with the Oakland County Clerk and with the Michigan Secretary of State.

AYES: Cooper, Dubre, Hensler, Hopper, Moreau and Vallad  
NAYS: None  
ABSENT: Walls  
ABSTENTIONS: None

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN       )  
                                  ) ss.  
COUNTY OF OAKLAND     )

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 a resolution adopted by the Township Board of the Charter Township of Springfield at a meeting held on the 14th day of November, 2013.

CHARTER TOWNSHIP OF SPRINGFIELD



---

LAURA MOREAU, Clerk



**Charter Township of Springfield**  
**RESOLUTION**  
**2013 - 20**

**Resolution regarding submitting CDBG application to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development**

WHEREAS, Oakland County is preparing an Annual Action Plan to meet application Requirements for the Community Development Block Grant (CDBG) program, and other Community Planning and Development (CPD) programs, and

WHEREAS, Oakland County has requested CDBG-eligible projects from participating communities for inclusion in the Action Plan, and

WHEREAS, the Township of Springfield has duly advertised and conducted a public hearing on November 14, 2013 for the purpose of receiving public comments regarding the proposed use of PY 2014 Community Development Block Grant funds (CDBG) in the approximate amount of \$30,708.00 and;

WHEREAS, the Township of Springfield found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

| ACCOUNT NUMBER | PROJECT NAME                | AMOUNT      |
|----------------|-----------------------------|-------------|
| 172170-730310  | Code Enforcement            | \$15,000.00 |
| 172160-730571  | Public Services – Emergency | \$ 9,212.00 |
| 172170-731227  | Minor Home Repair           | \$ 6,496.00 |

THEREFORE, BE IT RESOLVED, that the Township of Springfield CDBG application is hereby authorized to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and Urban Development, and that the Township Clerk is hereby authorized to execute all documents, agreements or contracts which result from this application to Oakland County.

Motion by: **Dubre**

Supported by: **Hensler**

Voting Yea: **Cooper, Dubre, Hensler, Hopper, Moreau and Vallad**

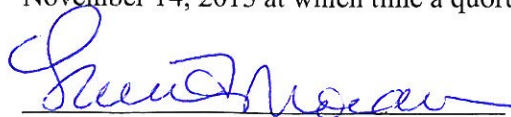
Voting Nay: **None**

Abstaining: **None**

Absent: **Walls**

MOTION CARRIED

I, Laura Moreau, the duly elected Clerk of Springfield Township, Oakland County, MI do hereby certify that the above is a true copy of a resolution adopted by the Township Board at a meeting held on November 14, 2013 at which time a quorum was present.

  
Laura Moreau, Clerk

# REGULAR MEETING

November 14, 2013

Township of Springfield

Laura Moreau, Clerk

## **BILLS PRESENTED FOR PAYMENT:**

## **GENERAL FUND**

|                                   |               |
|-----------------------------------|---------------|
| Grainger (2)                      | \$ 105.36     |
| Technology Solutions, LLC         | 100.00        |
| RB & Sons, Inc.                   | 1,073.00      |
| State of Michigan (2)             | 558.29        |
| Lighting Supply Co.               | 716.48        |
| Clarkston Paper, LLC              | 111.92        |
| Lowrie's Landscape, Inc.          | 10.34         |
| Micro Center                      | 138.92        |
| Smith's Disposal                  | 41.60         |
| Mister Mat Rental Service         | 44.50         |
| Erin Mattice                      | 17.52         |
| Verizon Wireless                  | 211.10        |
| Oakland Press                     | 294.95        |
| Hubbell, Roth & Clark, Inc. (3)   | 2,115.00      |
| Ecto HR                           | 6,750.00      |
| Arlene Badgley                    | 37.29         |
| Coffee Break Service, Inc.        | 72.50         |
| Blue Care Network                 | 8,984.36      |
| Quill (2)                         | 358.67        |
| Consumers Energy                  | 432.95        |
| Greg Kazmierski                   | 27.11         |
| American Water                    | 33.00         |
| All N One Lawn Care               | 310.00        |
| Oakland County Treasurer's Assoc. | 60.00         |
| Jamie Dubre                       | 227.12        |
| Dennis Vallad                     | <u>357.00</u> |

**TOTAL**

**\$ 23,188.98**

## **BILLS PRESENTED FOR PAYMENT:**

## **FIRE FUND**

|                             |           |
|-----------------------------|-----------|
| Comcast                     | \$ 168.16 |
| Marlan Hillman              | 219.37    |
| J & B Medical Supply        | 81.51     |
| Mazza Auto Parts, Inc.      | 163.76    |
| McKay's Hardware            | 69.33     |
| Michigan Water Conditioning | 22.50     |
| Speed Tech Lights, Inc.     | 159.35    |
| Tiger Direct                | 64.93     |
| Blue Care Network           | 1,577.53  |

# REGULAR MEETING

November 14, 2013

Township of Springfield

Laura Moreau, Clerk

|                      |                    |
|----------------------|--------------------|
| All N One Lawn Care  | 160.00             |
| Consumers Energy (2) | 137.17             |
| Office Depot         | 125.77             |
| Quill                | <u>179.17</u>      |
| <b>TOTAL</b>         | <b>\$ 3,128.55</b> |

## **BILLS PRESENTED FOR PAYMENT:**

## **POLICE FUND**

|                  |                  |
|------------------|------------------|
| Verizon Wireless | <u>\$ 105.21</u> |
| <b>TOTAL</b>     | <b>\$ 105.21</b> |

## **BILLS PRESENTED FOR PAYMENT:**

## **CABLE TV FUND**

|                   |                  |
|-------------------|------------------|
| Blue Care Network | 274.33           |
| General Fund      | <u>273.50</u>    |
| <b>TOTAL</b>      | <b>\$ 547.83</b> |

## **BILLS PRESENTED FOR PAYMENT:**

## **CIVIC CENTER DEBT FUND**

|              |                |
|--------------|----------------|
| None         | <u>\$ 0.00</u> |
| <b>TOTAL</b> | <b>\$ 0.00</b> |

## **BILLS PRESENTED FOR PAYMENT:**

## **BUILDING DEPARTMENT**

|                |                    |
|----------------|--------------------|
| Ron Shelton    | \$ 534.95          |
| Doug Weaver    | 527.80             |
| Tim Koerber    | 365.30             |
| Merle West     | 201.80             |
| Brian Claycomb | 594.75             |
| General Fund   | <u>300.00</u>      |
| <b>TOTAL</b>   | <b>\$ 2,524.30</b> |

## **BILLS PRESENTED FOR PAYMENT:**

## **LAKE IMPROVEMENT FUND**

|              |                |
|--------------|----------------|
| None         | \$ 0.00        |
| <b>TOTAL</b> | <b>\$ 0.00</b> |

## **BILLS PRESENTED FOR PAYMENT:**

## **SOFTWATER LAKE FUND**

|              |                |
|--------------|----------------|
| None         | <u>\$ 0.00</u> |
| <b>TOTAL</b> | <b>\$ 0.00</b> |

## **BILLS PRESENTED FOR PAYMENT:**

## **ELIZA LAKE FUND**

# REGULAR MEETING

November 14, 2013

Township of Springfield

Laura Moreau, Clerk

None

\$ 0.00

**TOTAL**

**\$ 0.00**

**GRAND TOTAL FOR ALL FUNDS**

**\$ 29,494.87**



## ADDITIONAL DISBURSEMENTS ~ October 2013

for Approval at November 2013

Township of Springfield

Laura Moreau, Clerk

### **ADDITIONAL DISBURSEMENTS:**

### **GENERAL FUND**

|  |                     |
|--|---------------------|
| Hubbell, Roth & Clark, Inc. (2)        | \$ 484.50           |
| Dean Baker                             | 161.12              |
| American Water                         | 38.50               |
| R&D Septic Tank Cleaning               | 125.00              |
| Consumers Energy                       | 216.27              |
| Mister Mat Rental Service (2)          | 89.00               |
| Smith's Disposal                       | 65.00               |
| All-N-One Lawn Care                    | 683.20              |
| Canon Solutions America                | 341.40              |
| Greg Kazmierski                        | 10.17               |
| Oakland County Treasurer's Association | 20.00               |
| Pitney Bowes                           | 87.54               |
| Erin A. Mattice                        | 210.00              |
| BS&A (2)                               | 18,137.50           |
| Kieft Engineering, Inc.                | 40.00               |
| Lynn Harrison                          | 157.50              |
| Vicki Sievers                          | 353.38              |
| Carlisle/Wortman Associates, Inc. (6)  | 2,180.00            |
| Unum                                   | 336.42              |
| Adkison, Need & Allen, PLLC            | 5,042.83            |
| Road Commission for Oakland county     | 84.61               |
| Cardmember Services                    | 1,375.68            |
| DTE Energy (street lighting)           | 2,238.27            |
| Unicare                                | 190.09              |
| Auburn Oaks, Inc.                      | 12,500.00           |
| Paetec                                 | 806.07              |
| Technology Solutions, LLC              | 100.00              |
| DTE Energy (2)                         | 1,475.86            |
| Kerton Lumber                          | 44.71               |
| Absolute Building Maintenance          | 2,735.00            |
| Rogers Excavating, Inc.                | <u>10,200.00</u>    |
| <b>TOTAL</b>                           | <b>\$ 60,529.62</b> |



## ADDITIONAL DISBURSEMENTS ~ October 2013

for Approval at November 2013

Township of Springfield

Laura Moreau, Clerk

### **ADDITIONAL DISBURSEMENTS:**

### **FIRE FUND**

|                                    |                    |
|------------------------------------|--------------------|
| All-N-One Lawn Care                | \$ 220.00          |
| Oakland County Sheriff's Dept.     | 1,500.00           |
| Unum                               | 90.74              |
| Road Commission for Oakland County | 1,005.53           |
| Unicare                            | 53.82              |
| Allen-Hope & Associates            | 20.00              |
| Comcast                            | 196.13             |
| Consumers Energy (2)               | 53.93              |
| Douglass Safety Systems, LLC       | 149.55             |
| DTE Energy (2)                     | 522.25             |
| Home Depot                         | 96.71              |
| McKay's Hardware                   | 5.00               |
| Mazza Auto Parts (2)               | 220.73             |
| Nextel Communications              | <u>64.11</u>       |
| <b>TOTAL</b>                       | <b>\$ 4,198.50</b> |

### **ADDITIONAL DISBURSEMENTS:**

### **POLICE FUND**

|                                |                      |
|--------------------------------|----------------------|
| Oakland County Sheriff's Dept. | <u>\$ 134,897.81</u> |
| <b>TOTAL</b>                   | <b>\$ 134,897.81</b> |

### **ADDITIONAL DISBURSEMENTS:**

### **CABLE TV FUND**

|                       |                 |
|-----------------------|-----------------|
| Unum                  | \$ 5.16         |
| Unicare               | 3.22            |
| Nextel Communications | <u>37.99</u>    |
| <b>TOTAL</b>          | <b>\$ 46.37</b> |

### **ADDITIONAL DISBURSEMENTS:**

### **CIVIC CENTER DEBT FUND**

|              |                |
|--------------|----------------|
| None         | <u>\$ 0.00</u> |
| <b>TOTAL</b> | <b>\$ 0.00</b> |

### **ADDITIONAL DISBURSEMENTS:**

### **BUILDING DEPT FUND**

|                         |                    |
|-------------------------|--------------------|
| Carlisle/Wortman Assoc. | <u>\$ 3,775.00</u> |
| <b>TOTAL</b>            | <b>\$ 3,775.00</b> |



# ADDITIONAL DISBURSEMENTS ~ October 2013

for Approval at November 2013

Township of Springfield

Laura Moreau, Clerk

## **ADDITIONAL DISBURSEMENTS:**

## **LAKE IMPROVEMENT FUND**

*Dixie Lake*

Progressive AE

\$ 2,250.00

**TOTAL**

**\$ 2,250.00**

## **ADDITIONAL DISBURSEMENTS:**

## **SOFTWATER LAKE FUND**

None

\$ 0.00

**TOTAL**

**\$ 0.00**

## **ADDITIONAL DISBURSEMENTS:**

## **ELIZA LAKE FUND**

None

\$ 0.00

**TOTAL**

**\$ 0.00**

**GRAND TOTAL-ADDL. DISB. - ALL FUNDS**

**\$ 205,697.30**