

SPRINGFIELD TOWNSHIP BOARD MEETING

September 8, 2016

SYNOPSIS

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

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA ADDITIONS & CHANGES: Supervisor Walls requested a change to Consent item h.) and the addition of New Business 9. Fire Department Planning Meeting

PUBLIC COMMENT

CONSENT AGENDA

- a) Approved Minutes: Regular Meeting August 11, 2016 with additional disbursements \$219,778.76
- b) Accepted August 2016 Treasurer's Report
- c) Received August 2016 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, CDBG, Assessing, IT, Comp Time and Natural Resources
- d) Authorized payment of bills as presented, totaling \$48,631.54
- e) Authorized attendance at Michigan Association of Planning Conference, October 26 to 28 for members of Township Board, Planning commission and ZBA at a cost not to exceed \$920 per person
- f) Authorized Treasurer to place costs to remove vehicle from 6178 Nielson on Winter 2016 tax bill for collection
- g) Authorized Treasurer to place costs to bring property at 10700 Clark in compliance with Dangerous Buildings Ordinance on Winter 2016 tax bill for collection
- h) Authorized Contribution for Heritage Festival of \$425 and staff time that will be charged to normal General Fund cost centers if needed
- i) Authorized Fire EMS Instruction Coordinator attendance at Lansing Fall Training Conference at a cost not to exceed \$275
- j) Received Communications and placed on file

OLD BUSINESS

1. Second Reading: Amend Code of Ordinances Chapter 40-Zoning by adding new section 40-597 Mineral Mining: Adopted amendments
2. Gateway Sign Agreement Authorization: Authorized entering contract with Creative Stone for stonework and Calypso Sign Works for Springfield Township sign face with combined budget not to exceed \$40,000

NEW BUSINESS

1. Approve Auditor Contract: Approved contract with Pfeffer, Hanniford, Palka for FY 2016-2018 at a rate of \$21,750 per year
2. Authorize purchase and equipping new Fire Department brush truck: Authorized purchase in accordance with FEMA grant
3. Accelerate fire shift coverage expansion and additional full time firefighter: Amended budget to increase 2016 Fire Fund, Personnel cost center from \$557,600 to \$571,600 and reduce contingency from \$25,000 to \$11,000 to cover cost of additional shift coverage and hiring of additional full time fire fighter
4. Fire Department Job Descriptions: Approved job descriptions as amended
5. Approve 2016 Tax Rate Request: Approved rates
6. Approve Civic Center Reshingle: Authorized reshingle at a total cost not to exceed \$85,000
7. First Reading – Amend Chapter 12, Article IV – Mining Control: Set for Second Reading
8. Review 401k retirement plan contribution: Amended plan to increase employee minimum contribution and establish tiered schedule for Township contribution based on years of service; effective January 1, 2017
9. Fire Department Planning Meeting: Set Special Meeting for Monday, October 3, 2016 at 6:00 p.m.

PUBLIC COMMENT: Clerk Moreau wished Trustee Hensler a happy birthday. Supervisor Walls expressed appreciation for attendance of residents at board meetings and acknowledged a new face in the audience

ADJOURN: 9:23 p.m.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Call to Order: Supervisor Walls called the September 8, 2016 Regular Meeting of the Springfield Township Board to order at 7:30 pm at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

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:

Supervisor Walls asked that item h. be altered to reflect a cost not to exceed \$425 with staff time allocated to the General Fund Cost Centers, if needed.

Supervisor Walls also asked that an additional New Business item be added to the agenda as item 9, Special Meeting discussion.

Public Comment:

none

Consent Agenda:

- * Trustee Hopper moved to approve the Consent Agenda as amended. 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.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

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- a) Approve Minutes: Regular Meeting August 11, 2016 with additional disbursements \$219,778.76
- b) Accept August 2016 Treasurer's Report
- c) Receive August 2016 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, CDBG, Assessing, IT, Comp Time and Natural Resources
- d) Authorize payment of bills as presented, totaling \$48631.54
- e) Authorize attendance at Michigan Association of Planning Conference, October 25, to 28 for members of Township Board, Planning Commission and ZBA at a cost not to exceed \$920 per person.
- f) Authorize Treasurer to place costs to remove vehicle from 6178 Nielson on winter 2016 tax bill for collection.
- g) Authorize Treasurer to place costs wo bring property at 10700 Clark in compliance with Dangerous Buildings Ordinance on Winter 2016 tax bill for collection.
- h) Authorize Contribution for Heritage Festival ~~not to exceed \$1,000~~ of \$425 and staff time that will be charged to normal General Fund cost centers, if needed.
- i) Authorize Fire EMS Instruction Coordinator attendance at Lansing Fall Training Conference at a cost not to exceed \$275
- j) Receive Communications:
 - Letter from Insurance Services Office regarding Building Code Effectiveness Grading
 - Letter from Oakland County Community Health declaring September 2016 as National Recovery Month
 - FEMA Grant approval for New Brush Truck

Old Business:

1. Second Reading: Amend Code of Ordinances Chapter 40 – Zoning by adding Section 40-597 Mineral Mining

Supervisor Walls explained that the Township has been working to update mineral mining provisions of the Zoning Ordinance and other general ordinances. Amendments are necessary to be in compliance with state laws and more recently learned operating procedures, moving from a separate Extractive zoning district to allow mining to be considered as a Special Land Use in low density residential, commercial, industrial and public land zoning districts. Existing mining facilities that are subject to preexisting non-



conforming use rights or consent agreements will still be using extractive provisions of the Zoning Ordinance.

- * **Trustee Hopper moved to adopt amendments to the Springfield Township Code of Ordinances Chapter 40 by adding new Section 40-597 Mineral Mining Article IV special development standard and further authorize the Clerk to publish a Notice of Adoption; Said amendments shall take effect as prescribed by law. Trustee Vallad supported the motion.**

John Donegan, 13312 Neal Road, commented about his concern with the language in the ordinance not reflecting any impact to underground aquifers with respect to mining.

Supervisor Walls answered that aquifers are referred to in the Special Land Use Provisions that apply to every special land use in Chapter 40 of the Code of Ordinances available on the Township website. There is nothing specific about aquifers, but Attorney Need clarified that there are environmental provisions that the Code requires.

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. Gateway Sign Agreement Authorization

Supervisor Walls explained that after two months, the construction manager for the gateway sign project apologetically informed him and Clerk Moreau that he was unable to perform the job. Memos concerning this were included in the Board packets. Clerk Moreau and Supervisor Walls prepared requests for proposals from three sign companies and three stone masons. Only one stone mason came close to the requirements of the request, John Shell of Creative Stone, and one sign company, Calypso Signs. There were two options presented for stonework to be used in the pillars, but both Clerk Moreau and Supervisor Walls agreed on the use of the real Michigan split stone. The sign face material varied with the two proposals: Calypso proposed a sandblasted high density urethane sign, and John Shell offered a carved stone slab with chiseled edges, subject to availability.

Clerk Moreau's and Supervisor Walls' recommendation was presented as natural Michigan split stone with the high density urethane sign, as concerns of timing with respect to finding the material for the stone sign face were raised.

Trustee Vallad commented that the same stone sign also created by John Shell is present in his subdivision and timing was delayed due to finding the stone.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Clerk Moreau repeated John Shell's comments that the stone for the sign would have to be specially quarried and she agreed that the high density urethane sign was her preference. She believes that the stone sign would be stunning, but timing was her biggest concern.

Trustee Hopper concurred and reiterated that he preferred the natural stone for the pillars for longevity reasons.

Trustee Hensler shared her experience with Creative Stone on a Garden Club Project. She reported that the work was beautiful, but it was not completed in a timely manner. Trustee Hensler expressed her concerns and recommended that the contract have timing tied to a payment plan.

Trustee Vallad asked how long the project was to take.

Supervisor Walls replied that it was estimated at two months. Clerk Moreau said that the estimate assumed favorable weather and starting at the end of September.

Treasurer Dubre asked about the payment plan timing.

Supervisor Walls replied that the contract has not been submitted as of now. He also mentioned that John Shell sincerely expressed that this was his community and this is an important job and he wants to be proud of it and have the community proud of it as well.

Trustee Cooper agreed with the sign foam option as it helps set the cost standards to an affordable option for other businesses to model. Clerk Moreau agreed and commented that the Davisburg Cemetery sign is made of the same material.

- * **Supervisor Walls moved that the Board authorize the Clerk and the Supervisor to enter into a contract with Creative Stone for sign pillars and fence posts using real Michigan split faced fieldstone and Calypso Sign Works for the Springfield Township sign combined to be located at Dixie Highway and I-75 at Exit 93 with a combined budget not to exceed \$40,000. 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.**



New Business:

1. Approve Auditor Contract

A memo was included in the Board Packet that explained the reasons to continue with PHP and not go out or bids. Supervisor Walls expressed his recommendation about changing the timing in the section five of the contract to reflect a submission of reports within five months of the close of the fiscal year, instead of the six months. PHP has agreed.

- * Clerk Moreau moved enter into the contract with Pfeffer, Hanniford and Palka (PHP) as presented but with changing the delivery of reports in paragraph five to not later than five months to conduct the Annual Financial and Compliance Audit for Fiscal Years 2016, 2017 and 2018 at a rate of \$21,750 per year. Treasurer Dubre 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. Authorize purchase and equipping of new Fire Department brush truck

Supervisor Walls informed the attendants that a FEMA grant of \$75,000 was awarded to the Township; Township's contributing share of which is \$3,571. The purpose is to purchase and equip a new Brush Truck to replace the two that the Township currently owns.

Clerk Moreau Congratulated Chief Feichtner and the Firefighter Kravetz for their work applying for and being awarded the grant.

- * Supervisor Walls moved authorize the Fire Department to purchase and equip for a cost not to exceed \$75,000 a new Brush Truck in accordance with FEMA Grant #EMW-2015-FV-02333. Trustee Vallad supported the motion.**

Supervisor Walls asked about the timing of the truck order.

Chief Feichtner replies that it should be received 12-14 weeks after order.

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. Accelerate fire shift coverage expansion and additional full time firefighter

Supervisor Walls summarized the memo from Chief Feichtner included in the Board Packet which explained that the improvements promised with the approval of the millage were to increase shift coverage to 24 hours/day, 7 days/week and to add one additional full time employee. The funds necessary to provide this improvement will not become available until 2017, however the model indicates that the funds are available in contingency. Chief Feichtner has suggested filling out the weekend shifts for full coverage with one person, extra cost being approximately \$5,500 with a start date of September 17, 2016.

Supervisor Walls further explained that implementing an additional full time employee will take a little longer due to the posting and interview process. Assuming some salary costs, the budget for a full time employee added for two months would be \$6,700 and \$8,400 for 2.5 months.

On the memo included in the Board packet, there was a typo. The increase to Personnel from \$557,600 to \$571,000 should read, "Increase Personnel from \$557,600 to \$571,600."

Trustee Cooper asked about costs, clarifying that the Contingency being reduced by \$14,000 covered costs for both the increase shift coverage as well as the additional full time employee.

Treasurer Dubre asked if the full time employee was to be hired from within the department, would they then qualify for benefits.

Supervisor Walls replied that yes, they would be qualified and costs might be higher due to a change in benefits.

- * **Trustee Vallad moved amend the Fire Fund Budget to increase Personnel costs from \$557,600 to \$571,600 and reduce Contingency from \$25,000 to \$11,000 to cover costs of implementing shift work full time on weekends for one person and to begin the hiring process for another full-time firefighter per the Fire Chief's memo dated August 29, 2016. Clerk Moreau supported the motion.**

Board members discussed the potential salary of the new full-time firefighter and if the amount should be on the job posting.

Supervisor Walls asked if the lack of salary on the posting would diminish the number of applicants.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Chief Feichtner replied that he believes a salary range should be included in the posting. He also mentioned that he has been discussing salaries and pay increase structures with Treasurer Dubre and will be bringing that to the Board at the Budget Meeting.

Supervisor Walls asked about the differences in response rates with the shift coverage.

Chief Feichtner has sent preliminary numbers to the Supervisor and is preparing a shift coverage report. Overall the response times dropped 1 minute 48 seconds as a result of the shift coverage change. Within the shift times, the response time dropped by 2 minutes 21 seconds.

Trustee Cooper asked how those numbers compare to the National average or other departments.

Chief Feichtner answered that he believes that the time can always go lower, but with an average response time of 7 minutes 15 seconds in the evening and 6 minutes 32 seconds overall, the department is almost where it should be and he is expecting shorter times with the upcoming changes in trucks and shift coverage. He will include comparison data in the report. Chief Feichtner also clarified that the response time is measured from when the tone goes off until the truck is at the emergency site.

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. Fire Department job descriptions

Supervisor Walls explained that Chief Feichtner has prepared a summary included in the Board Packet of the changes to the Job Descriptions of fire department employees.

Clerk Moreau and Treasurer Dubre thanked and complemented Chief Feichtner for his work.

Chief Feichtner gave a brief review of the changes.

Trustee Hopper asked about the “taste and smell” words included in the document.

Chief Feichtner clarified that those words are necessary in a hazardous material environment case where there is a one-property fail, which means that if a chemical is smelled, tasted, felt, or sensed in any way while in a hazardous material suit, it is assumed that there is a suit failure and one should exit the premises immediately.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Trustee Hopper asked about the difference between a hostile and a non-hostile fire.

Chief Feichtner clarified that non-hostile fires are contained and non-threatening such as campfires or illegal burns, whereas hostile fires would require gearing up and attacking a structural fire.

Trustee Vallad asked about the “state of readiness” included in EMT.

Chief Feichtner clarified that truck checks are performed and are equipped with all equipment necessary. Inspections ensure that all equipment is inventoried and operational. All checklists for the respective positions assign specific tasks. If there is a problem found with in an inspection, a report is filed.

Trustee Vallad asked that the process by which reports are made be included in the description.

Trustee Vallad also asked about the ISO numbers present within the job descriptions.

Chief Feichtner clarified that those are Federal Government training designation requirements which refers to the level of certification of the class.

Chief Feichtner also recognized Firefighter Kravetz and Lieutenant Hart and thanked them for all of the work that they did on the grant application and truck quotes.

- * **Clerk Moreau moved to approve the Springfield Township Fire Department job descriptions for Captain, Lieutenant, Sargeant, and Apparatus Coordinator position, Firefighter/EMT, Firefighter and EMT as presented with the edits as outlined in the Chief’s memo dated September 8, 2016 and discussed this evening. 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. **Approve 2016 Tax Rate Request**

Supervisor Walls explained that for the first time in a long time there is a rollback.

- * **Treasurer Dubre moved to approve 2016 tax rates as follows; the general Operating millage to be levied December 1, at .9877, the Fire-1 millage to be levied at .9927, the Fire-2 millage to be levied at 1.0000, the Police-1 millage to be levied at 1.4890, the Police-2 millage to be levied at 1.4663,**



the Parks and Recreation millage to be levied at .7445 and the Bond millage to be levied at .5900. Clerk Moreau 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. Approve Civic Center Re-shingle

Supervisor Walls explained that Mike Forst has been looking for a roofing contractor since 2014.

- * **Supervisor Walls moved to authorize the Property Manager to contract for re-shingling the Civic Center roof at a cost not to exceed \$85,000 using the Civic Center Capital fund and used to his discretion as to how long he waits for a second bid. Trustee Vallad supported the motion.**

Treasurer Dubre asked if there had been any new leaks.

Mike Forst answered that the roof has leaked over the library and he has been up and patched twice on the shingle pitched section. Quite a bit of gravel has been lost from the shingles and the nail pops are coming through. Ideally this should be re-roofed this fall in case of ice dams causing more leakage over the winter.

Clerk Moreau asked if Mr. Forst might have better luck asking for a bid for a metal roof.

Mike Forst replied that there was a contractor out to give an estimate and he gave a favorable price but never followed through with measurements. There is also a safety concern with a metal roof around the entrances where there is no protection from sliding snow.

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.

7. First Reading – Amend Chapter 12, Section 12 Mineral Mining

Supervisor Walls reiterated major points from a memo from Attorney Greg Need dated September 1, 2016. Supervisor Walls further explained that the amendments are the product of many discussions at the Planning Commission and input from Township Consultants, Edward C. Levy Company, their attorney and planners, Oxford Township and other communities. The Master plan has been updated and the Zoning Ordinance amendments were approved last month so now on the agenda are amendments to the general ordinance for Mineral Mining. This is the last step to update all regulations relative

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



to mining. Mining regulations can be regulated under Zoning Ordinance, general ordinance or both. Springfield Township regulated the location of mining within the Zoning Ordinance, while the operational functions are addressed in the general ordinance.

Supervisor Walls further summarized the amendments. Definitions have been added or deleted; Planning Commission has been removed from making recommendations under the general ordinance with the Township Board making final determination on mining permits and permit renewals; standards were deleted that were more appropriately found in the Zoning Ordinance; and language was clarified.

Trustee Hopper asked for clarification of the size of aerial photography mentioned on page 4.

Attorney Need clarified that the sizing is the standard that has been set for a long time.

Trustee Hopper also questioned section 12-82a. with concerns about fencing requirements, which lead to a Board discussion on the type of fencing necessary. No changes were suggested.

Trustee Vallad asked if the Township has currently issued any permits. He also expressed that it seems that there are excessive provisions that would make going into the mining business difficult.

Supervisor Walls answered that there are two mines that get renewals and have been for many years, both of which are covered by consent judgements, which means ordinances adopted after that consent judgement would not apply to them.

Attorney Need also commented that the existing mining companies did look over the amendments and the amendments were somewhat modified based on the comments received.

Trustee Vallad as if item (f) on page 6 is applicable to the recent changes to noise standards.

Trustee Hopper answered that the changes are reflected within the requirements and Attorney Need concurred.

Trustee Vallad also mentioned that section 12-79 seemed out of place within the document. He believes that "violations and penalties; revocation of permit" section should come after the definition of the permit.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Attorney Need answered with when the document was codified, the sequencing was determined and he agreed that it doesn't make a lot of sense. But correcting it now would require extensive work that might not be worth it.

Clerk Moreau explained that when there are changes throughout an entire section, it doesn't make sense to publish only the changes. In this case the entire article will have to be published, so moving a section would not make a difference at all.

Supervisor Walls suggested moving the section prior to publishing for Second Reading.

- * **Clerk Moreau moved to authorize the Clerk to publish for Second Reading the proposed amendments to Code of Ordinance Chapter 12, Article IV-Mining Control as presented with the relocation of section 12-79 to follow the permit section. 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.**

8. Review 401k retirement plan contribution

Treasurer Dubre enclosed a memo in the Board packet that proposes some possible options and their impact on the General Fund and Fire Fund providing the Board wants to make a change to the employer and/or employee contribution amounts for 2017. She explained that the Board has discussed changes to the 401K plan for the last couple years during the budget process but has had difficult comparisons to what other employers provide.

Treasurer Dubre explained the current plan offers employees a 2.5% contribution from the Township after one year with a 2.5% employee contribution if hired after May 2006. Employees hired prior to May 2006 receive a 5% contribution from the Township with a 2.5% employee contribution, which is a reduction from the previous 7.5% Township contribution.

Treasurer Dubre's memo contains four different options developed with the aid of Clerk Moreau and the Township HR consultant. Treasurer Dubre complemented the Board for submitting questions and comments prior to the meeting, then provided a quick summary of the proposed options.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Treasurer Dubre stated that several questions need Board action before continuing, the first of which is to determine if the Board believes that the Employer 401k Contribution needs to be updated. Based on the pre-meeting feedback, she believed that majority (but not all) members believe an update was necessary.

Treasurer Dubre asked if any Board members would object to the changes taking place on January 1, 2017. The majority of the Board responded with no objection to a January 1, 2017 effective date.

Treasurer Dubre asked if a vesting schedule was of interest to the Board. The Board had mixed responses but the majority indicated no interest in a vesting schedule.

Treasurer Dubre asked if the eligibility for the plan should be changed from one year to some other time of service, perhaps 60 days to line up with the other benefits effective dates.

Clerk Moreau stated that she would not be in favor of changing to 60 days without a vesting schedule. But if there was a possibility of a stepped approach, then the 60 day start point, aligning it with the other benefit effective dates, would make sense and addresses some of the vesting type issues. Her view of the 60 day effective date would depend on where and how the Township contribution is established.

Trustee Cooper stated that the one year effective date should remain to promote job retention.

Supervisor Walls stated that the effective date was the least important of the issues on the table. After interviewing the latest employee to be hired, Supervisor Walls commented that the current 401K plan was the factor that persuaded the latest hired to take the position at Springfield Township.

Trustee Hopper commented that the turnover rate is not high, so he is in favor of 60 days to better match other policies.

Trustee Hensler believes that 60 days is fair, provided that option 1, 2 or 3 is selected as the new 401K plan for the Township.

Treasurer Dubre presented a slide summarizing Option 1 which provides a stepped schedule for Township Contribution. She stated that this was the most generous option because an employee would get to the highest contribution after only 7 years of service. Dubre asked if any of the Board was in favor of this option.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Trustee Hensler asked if this took into account changes to the employee's minimum contribution.

Treasurer Dubre stated that it did not.

The majority of the Board did not prefer Option 1.

Treasurer Dubre summarized Option 2, which is similar to Option 1 but the highest contribution is earned after 14 years of service.

Clerk Moreau stated that this is her preferred option as it has established benchmarks for years of service which recognizes a benefit for longevity in the absence of a vesting schedule. The contribution steps also align with the other Township benefits schedule so it's easier to administer. This is the option where she believes that the 60 day effective date would be appropriate.

Trustee Vallad feels that 7 and 14 years of service are too long for the contribution steps.

Treasurer Dubre noted that the majority of the Board is in favor of this option. She commented that this option was the least "budget intrusive"

Trustee Vallad stated that Option 1 and then Option 3 were his choices.

Supervisor Walls stated that if a change is to be made, Option 4 (which provides a 5% Township contribution to all eligible employees) was his first choice.

Treasurer Dubre restated that the Board's preference is Option 2 with a 60-day effective date, and initiated a discussion about employee contribution. A variety of opinions were expressed but the majority determined that the employee contribution should be moved at a minimum to 3% from the current 2.5%.

There was further discussion about matching and whether or not the employee would have to contribute an equal percentage to receive the Township contribution up to 7%.

Clerk Moreau, Trustee Hopper and Trustee Hensler do not believe that an equal match should be required to receive the benefit.

Treasurer Dubre asked if it was the Board's consensus that it would be a 3% employee contribution in order to receive the Township's 401K contribution in accordance to the Option schedule, regardless of where an employee falls on the schedule.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Clerk Moreau agreed stating that there are many employees that are putting in more than 7% in to their 401k plan, and they are fortunate that they are able to do that. But it is not the Township's business to determine the amount that an employee is able to defer to save for retirement. Moreau clarified that the Township's 401K plan has never required more than the minimum 2.5% contribution from the employee – even when the Township contribution was 7.5%.

Trustee Vallad commented on the history and his experience with 401K plans.

Supervisor Walls commented that he believes that as the Township's contribution increases, so then should the employee's contribution to some degree. He believes that the Township is stuck in a two-tiered system that will eventually be eliminated, but his thought is that every extra dollar that the Township contributes, the employees should contribute \$.50 at a minimum over and above that 5%. Trustee Cooper agreed.

Clerk Moreau asked for clarification and references the example in the August 29 email from the HR consultant where an employee would contribute 100% up to a certain limit and then could contribute a 50% match beyond that to receive a higher Township contribution. Clerk Moreau sees this as a valid point and appreciates it is better than a 1 to 1 match, but is still in favor of Options 2 schedule with 60 day effective date and a minimum deferment of 3% to participate in the plan.

- * **Treasurer Dubre moved to authorize a change in the Township 401K plan taking effect on January 1, 2017, assuming that plan documents can be updated in time for that effective date, as presented in Option 2 following the Paid Time Off Schedule so that the beginning the first of the month following 60 days of employment up to seven years, the Township paid contribution would be 3%; at seven years but less than 14 years the Township paid contribution would be 5%; and at 14 years and over the Township paid contribution would be 7%; with the employee deferring a minimum of 3% of their salary to receive this schedule of benefits. Trustee Hensler supported the motion.**

Trustee Vallad commented that his "no" vote will reflect that he does not believe that the changes made are extensive enough.

Trustee Cooper commented that his "no" vote will be because he doesn't believe that it should stay at a straight 3% across for the employee contribution.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
September 8, 2016

SPRINGFIELD
CHARTER TOWNSHIP

Laura Moreau, Clerk



Vote on the motion. Yes: Dubre, Hensler, Hopper and Moreau; No: Cooper, Vallad and Walls; absent: none. The motion carried by a 4 to 3 vote.

9. Added – Special Meeting discussion

Supervisor Walls explained that the purpose of the special meeting is because the ISO consultant has been in the Township for several days and the Fire Department has been participating in getting information. A preliminary report shows potential for improving insurance rates that have significant impact on planning and financial issues, necessitating a meeting for planning. Budget Workshop is September 26, 2016 and the Board Meeting is October 13, 2016.

Special Meeting is to be held Monday October 3, 2016 at 6:00pm.

Public Comment:

Clerk Moreau wished a Happy Birthday to Trustee Hensler.

Supervisor Walls commented that people in the audience at Board meetings are very important to Board members and thanked John Donegan for sitting through the entire meeting.

Adjournment:

Hearing no other business, Supervisor Walls adjourned the meeting at 9:23 pm.

Collin W. Walls, Supervisor

Laura Moreau, Clerk

REGULAR MEETING

September 8, 2016

Township of Springfield

Laura Moreau, Clerk

BILLS PRESENTED FOR PAYMENT:

GENERAL FUND

Collin Walls	\$ 164.70
Karen Binasio	777.82
Quill	125.99
Coffee Break Service, Inc.	72.00
Greg Kazmierski	47.79
Vicki Sievers	416.78
Verizon Wireless	51.24
Mr. Stump	100.00
Reserve Account (postage)	3,000.00
Beth Sexton	162.63
Oakland County Animal Control	345.25
Hubbell, Roth & Clark, Inc. (2)	1,204.00
Planet Technologies	1,200.00
Oakland County	47.96
Arrowhead Tree Service, LLC	325.00
Blue Care Network	12,924.63
Springfield Twp. Parks & Rec.	<u>219.42</u>
TOTAL	\$ 21,185.21

BILLS PRESENTED FOR PAYMENT:

FIRE FUND

Oakland County	\$ 49.07
Blue Care Network	1,692.92
Occupational Health Centers	527.00
Apollo Fire Apparatus Repair	478.34
Argus – Hazco	26.83
Comcast	179.36
Emergency Vehicles Plus	943.58
First Due (2)	455.49
Halt Fire (3)	1,853.27
Randy Harless (2)	923.91
ISO Slayer	6,160.00
J&B Medical Supply	55.95
Moore Medical	324.51
Michigan Water Conditioning	30.00
North Oakland County Fire Authority	5,000.00

REGULAR MEETING

September 8, 2016

Township of Springfield

Laura Moreau, Clerk

NYE Uniform (3)	718.54
Office Depot	85.38
Petty Cash (2)	84.51
Matt Strickland	65.88
Zoll	<u>208.72</u>
TOTAL	\$ 19,863.26

BILLS PRESENTED FOR PAYMENT:	POLICE FUND
Oakland County	<u>\$ 145.54</u>
TOTAL	\$ 145.54

BILLS PRESENTED FOR PAYMENT:	CABLE TV FUND
Blue Care Network	<u>\$ 380.83</u>
TOTAL	\$ 380.83

BILLS PRESENTED FOR PAYMENT:	BUILDING DEPARTMENT
General Fund	\$ 96.97
Jeff Spencer	540.00
Jeff Shafer	2,340.00
Ron Shelton	868.08
Doug Weaver	1,476.15
Merle West (2)	<u>1,735.50</u>
TOTAL	\$ 7,056.70

BILLS PRESENTED FOR PAYMENT:	LAKE IMPROVEMENT FUND
None	<u>\$ 0.00</u>
TOTAL	\$ 0.00

BILLS PRESENTED FOR PAYMENT:	SOFTWATER LAKE FUND
None	<u>\$ 0.00</u>
TOTAL	\$ 0.00

BILLS PRESENTED FOR PAYMENT:	ELIZA LAKE FUND
None	<u>\$ 0.00</u>
TOTAL	\$ 0.00

<u>GRAND TOTAL FOR ALL FUNDS</u>	<u>\$ 48,631.54</u>
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ADDITIONAL DISBURSEMENTS ~ August 2016

for Approval at September 2016

Township of Springfield

Laura Moreau, Clerk

ADDITIONAL DISBURSEMENTS:

GENERAL FUND

Canon	\$ 61.89
Carol Jones	30.24
Petty Cash	11.31
21 st Century Media	1,268.11
Absolute Building Maintenance	1,750.40
All N One Lawn Care	1,442.50
American Water (2)	66.00
Batteries & Bulbs	38.10
Cardmember Service	3,000.91
Carlisle/Wortman Assoc. (2)	870.00
Christine Maiorana	76.00
Clarkston Area Youth Assistance	3,200.00
Clarkston Paper	71.63
CNA Surety	60.00
DTE Energy – Street Lighting	2,329.33
DTE Energy (2)	1,848.99
Erin A. Mattice	76.00
Gerald Humphreys	83.51
Greg Kazmierski	146.95
Mike LaLone	60.00
Paetec	915.25
Planet Technologies, Inc.	7,085.16
Printing Systems, Inc.	42.97
Quill (2)	214.19
Road Commission for Oakland County (3)	28,715.01
Road Maintenance Corp.	1,157.31
Security Central Inc.	57.60
Shanty Creek Resorts	399.50
Technology Solutions, LLC	100.00
Unicare	220.78
Weingartz	<u>22.06</u>
TOTAL	\$ 55,421.70



ADDITIONAL DISBURSEMENTS ~ August 2016

for Approval at September 2016

Township of Springfield

Laura Moreau, Clerk

ADDITIONAL DISBURSEMENTS:

Petty Cash	\$ 150.00
Michigan Water Conditioning (3)	90.00
All N One Lawn Care	465.00
Battery Products, Inc.	188.66
Bill's Plumbing	693.79
Bowman Auto Center, Inc. (3)	861.51
Cardmember Service	640.96
Comcast	338.50
Consumers Energy (2)	49.98
Digicom Global, Inc.	89.00
DTE Energy (2)	585.60
Holly Automotive Supply, Inc. (2)	346.53
Ideal Calibrations	80.00
Impressive Printing	120.00
J&B Medical Supply, Inc.	265.20
J.W. Field Septic Services	215.00
Mike LaLone	60.00
Oakland county Sheriff's Dept.	1,889.37
OBM Office Solutions	69.00
Occupational Health Centers	527.00
Office Depot (4)	284.99
Road Commission for Oakland County (2)	1,908.56
Sellers Bowman Auto Center, Inc.	21.37
Suburban Office	132.91
Zoll Medical Corp.	<u>134.52</u>
TOTAL	\$ 10,207.45

ADDITIONAL DISBURSEMENTS:

Oakland County Sheriff's Dept.	<u>\$ 139,514.36</u>
TOTAL	\$ 139,514.36

ADDITIONAL DISBURSEMENTS:

None	<u>\$ 0.00</u>
TOTAL	\$ 0.00

FIRE FUND

POLICE FUND

CABLE TV FUND



ADDITIONAL DISBURSEMENTS ~ August 2016

for Approval at September 2016

Township of Springfield

Laura Moreau, Clerk

ADDITIONAL DISBURSEMENTS:

Carlisle/Wortman Assoc. (2)

TOTAL

BUILDING DEPT FUND

\$ 4,505.05

\$ 4,505.05

ADDITIONAL DISBURSEMENTS:

Waumegah Lake

Restorative Lake Sciences

\$ 5,150.00

Lotus Electric, Inc.

630.00

General Fund

41.40

Dixie Lake

Aqua Weed Control

3,177.30

Big Lake

Erin A. Mattice

76.00

TOTAL

\$ 9,074.70

ADDITIONAL DISBURSEMENTS:

PLM Lake & Land Management

TOTAL

SOFTWATER LAKE FUND

\$ 1,055.50

\$ 1,055.50

ADDITIONAL DISBURSEMENTS:

None

TOTAL

ELIZA LAKE FUND

\$ 0.00

\$ 0.00

GRAND TOTAL-ADDL. DISB. - ALL FUNDS

\$ 219,778.76