

SPRINGFIELD TOWNSHIP BOARD MEETING
October 11, 2007
SYNOPSIS

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

PUBLIC COMMENT: Daniel Greenwald, Scott Rd., complained about alleged conditions on adjacent property.

CONSENT AGENDA:

- a) Approved Minutes: September 13, 2007 Regular Meeting with bills and additional disbursements of \$553,479.04
- b) Accepted September 2007 Treasurer's Report
- c) Received August 2007 Fire Report
- d) Received September 2007 Reports: Building, Electrical, Plumbing, Mechanical and Fire
- e) Authorized payment of bills as presented, total \$40,850.80
- f) Amended Fire, Police, Civic Center and General Funds per Supervisor's September 27, 2007 memo
- g) Authorized execution by Clerk of Agreement between Oakland County and Springfield Township for Ballot Layout and Programming Services
- h) Authorized Amendment of Fire Station #2 Construction Management Contract per Supervisor's October 3, 2007 memo
- i) Received communications and placed on file.

PUBLIC HEARING:

OLD BUSINESS:

- 1. Building Department: Authorized Supervisor to enter into contract with Code Enforcement Services for administration of Building Department

NEW BUSINESS:

- 1. Planning Commission Referral, Zoning Map changes: Declined to form Steering Committee
- 2. Declined Castlewood Custom Homes Request for Permit Refund
- 3. Deferred action on Habortown SAD Contribution Request
- 4. Agreed to establish a Financial Planning Committee

PUBLIC COMMENT: Dr. James O'Neill commented on proposed Zoning changes; Clerk Strole and Treasurer Dubre commented on mileage allowance charges

ADJOURNED: 9:10 p.m.

NANCY STROLE, Clerk

Call to Order: Supervisor Collin Walls called the October 11, 2007 Regular Meeting of the Springfield Township Board to order at 7:30 p.m. at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, MI 48350.

Roll Call:

Board Members Present

Collin W. Walls	Township Supervisor
Nancy Strole	Township Clerk
Jamie Dubre	Township Treasurer
Dennis Vallad	Township Trustee
David Hopper	Township Trustee
Roger Lamont	Township Trustee
Marc Cooper	Township Trustee

Board Members Not Present

Others Present

Greg Need	Township Attorney
Charlie Oaks	Fire Chief

Agenda Additions & Changes: None

Public Comment:

Mr. Dan Greenwald, 13060 Scott Rd., commented regarding a modular home on a property on his street. He asked if anything has been done. Supervisor Walls said he verified that the new home is certified according to state law and does have the necessary factory inspection and certification. Mr. Greenwald said this house is still a mess, and there is still no finished grade with a silt fence around the property. It also has a mound of dirt with weeds growing and a motor home sitting between the house and road. Supervisor Walls stated the home meets the requirements of the State of Michigan.

Consent Agenda:

- **Trustee Hopper moved to approve the Consent Agenda as published. Treasurer Dubre supported the motion. Vote on the motion. Yes: Walls, Dubre, Strole, Vallad, Hopper, Lamont and Cooper; No: none. The motion carried by a 7 to 0 vote.**
- a) Approval of Minutes: September 13, 2007 Regular Meeting with bills and additional disbursements of \$533,479.04
- b) Acceptance of September Treasurer's Report
- c) Receipt of August 2007 Fire Report

- d) Receipt of September 2007 Reports: Building, Electrical, Plumbing, Mechanical and Fire
- e) Authorize payment of bills as presented, totaling \$40,850.80
- f) Amend Fire, Police, Civic Center and General Funds per Supervisor's September 27, 2007 memo
- g) Authorize execution by the Clerk of Agreement between Oakland County and Springfield Township for Ballot Layout and Programming Services
- h) Authorize Amendment of Fire Station #2 Construction Management Contract per Supervisor's October 3, 2007 memo

Receipt of Communications

- Receipt of 2006 Best Practice Award for Oakland County Community Development Block Grant Program
- Holly Area Youth Assistance Report
- Independence Township Senior Transportation Report
- Letter from State Sen. Deb Cherry regarding low-interest loan approval for Softwater Sewer Extension Project
- Receipt of 2008 CDBG Application and Reprogramming information memo

Old Business:

1. Building Department Fund and Operations: Status Report

Supervisor Walls explained that Code Enforcement Services has provided a review and proposal for taking over administration of the building department's functions. Supervisor Walls provided to the Board year-to-date expenses on the current building department fund, a comparison assuming, we had building inspections done as a percentage of fees, and another comparison assuming we had administration and building inspections done through Code Enforcement Services for the last nine months. Revenue during the same nine month period would have been similar. **[A copy of the memo from Supervisor Walls dated October 2, 2007 is on file at the Office of the Clerk, Springfield Township].**

Trustee Hopper asked how quickly the Building Dept. software could be transferred to Code Enforcement. Mr. Genre said within one week. Supervisor Walls said BS&A has a website that may also be a better alternative, depending if it allows an outside office to go through BS&A's website. Trustee Cooper asked how long of an agreement would we sign with Code Enforcement Services. Supervisor Walls said he doesn't know exactly, as that has not been discussed. He did discuss with Dick Carlisle revisiting the agreement within about six months. He believes Dick would want at least a one year agreement. Trustee Lamont said it may be beneficial to keep the arrangement even if things pick up in the building industry.

Trustee Hopper asked what would be the best time to transition this. Clerk Strole said the first of the year, from a fund standpoint. Supervisor Walls said, from an accounting standpoint, there is

no difference, we are still receipting money. Treasurer Dubre said we don't intend to get rid of the building fund before the end of the year.

Trustee Vallad said contracting with Code Enforcement seems fine to him and he would suggest changing the administration over by November 15th. The accounting does not have to be switched until the first of the year. Trustee Lamont said he sees this as a positive move as long as we have the ability to look at our length of contract. Supervisor Walls said the contract should be at least one calendar year. Trustee Cooper suggested having a 90-day opt out period by either party in the contract with Code Enforcement Services. The Board members unanimously agreed there was no downside to the proposal from Code Enforcement Services.

- * Trustee Vallad moved to authorize the Supervisor to enter into a contractual service relationship with Code Enforcement for our Building Department Administration per the Supervisor's memo presented this evening, the length of the contract to run through December 31, 2008 per the terms of that memo and to establish the working relationship effective December 1, 2007. Clerk Strole supported the motion.**

Treasurer Dubre confirmed that the motion is to establish it starting December 1st but to get other things rolling before that? Trustee Vallad confirmed that it implies we would start working on things now and would be ready to work on December 1st. Trustee Cooper asked Trustee Vallad if he also meant also in accordance with the September 24th letter from Dick Carlisle. Trustee Vallad said it is part of the same memo. Trustee Cooper asked about a 90 day notice.

- * Trustee Vallad amended his motion to ask the Supervisor to include in the contract a 90 day revocable clause by both parties. Clerk Strole supported the amendment. Vote on the amended motion. Yes: Walls, Dubre, Strole, Vallad, Hopper, Lamont and Cooper; No: none. The motion carried by a 7 to 0 vote.**

New Business:

1. Planning Commission Referral – Zoning Map changes

Supervisor Walls said we all received a large packet of information, part of which were the minutes of the Planning Commission September 17th meeting. There was no clear referral of proposed Zoning Ordinance Text Amendments to the Township Board so at this time we cannot discuss the provisions of the proposed Resource Conservation amendment or proposed Parks and Recreation or Public Service districts because it is not properly before us. Further, the properties that generated the vast majority of the comment at the public hearing were not referred to the Township Board for discussion. Therefore, we do not have before us the areas called Bridge Valley, Caribou Lake, Shepherd's Hollow, Heather Highlands, Shiawassee Basin Preserve and HCMA's Indian Springs; those are still in the Planning Commission. What we do have before us are two clear directions from the Planning Commission: one, that the township board forms a steering committee to review the proposed rezonings at Bridge Valley and Caribou Lake. The second, that the Township Board or its representatives meet with property owners of both golf

courses to discuss their concerns with the rezoning; this we cannot do. Supervisor Walls stated the properties have not been referred to us, they still rest in the Planning Commission and the Township Board cannot take action to make a recommendation to the Planning Commission so that they can make a recommendation to us.

Supervisor Walls stated that the Township Board appointed a committee to deal with planning issues; it is called the Planning Commission. Treasurer Dubre said she concurs with that. That is the role of the Planning Commission. Trustee Cooper said we should send this back to them, that is what they are there for. Clerk Strole said she also concurs that no steering committee is necessary and that is the point of the Planning Commission. The Planning Commission can do further research, contact individuals, gather additional information and so forth; the Township Board should not be part of this. Supervisor Walls said he believes that a sub-committee is a decision that should be left to the Planning Commission. If they ask him, however, he thinks the Planning Commission (before appointing a committee) should discuss on their own the various parcels, comments raised, issues raised and begin to take a look at it.

- ★ **Treasurer Dubre moved that the Township Board does not go forward with a Steering Committee, the Planning Commission is the appointed representation for the Township and it is not in the Township's best interest to enter into a steering committee. Trustee Vallad supported the motion.**

Mr. Thomas Weiler, 9171 Hillcrest, commented that we were told the Planning Commission would appoint a committee. If all these people don't want it, why appoint a committee?

Mr. Leonard Gorz, 7687 Brook Lane, commented that he appreciates that this Board is taking a cautious approach, especially in Bridge Lake. He asked that the Board, as they are voting on this motion, that they send it back to the Planning Commission with certain instructions. He thinks that, for most of the land owners, it is about the taking of our property and it is a legal issue.

- ★ **Vote on the motion. Yes: Walls, Dubre, Strole, Vallad, Hopper, Lamont and Cooper; No: none. The motion carried by a 7 to 0 vote.**

2. Request for Permit Refund: Castlewood Custom Homes

Supervisor Walls noted in regard to the request for a refund at 7242 Ormond Rd., this builder still owes the Township \$40. Clerk Strole suggested refunding half to three quarters of the \$1,126.00.

- ★ **Trustee Cooper moved that we refund 50% of the fee less the \$40 still owed to the Township. Clerk Strole supported the motion. Vote on the motion. Yes: Cooper, Strole and Lamont; No: Walls, Vallad, Dubre and Hopper. The motion failed by a 3 to 4 vote.**
- ★ **Treasurer Dubre moved to refund none of the money and wipe the \$40 off. Trustee Vallad supported the motion. Vote on the motion. Yes: Dubre, Hopper**

and Vallad; No: Walls, Strole, Cooper and Lamont. The motion failed by a 3 to 4 vote.

- * Supervisor Walls moved that no refund be granted. Trustee Hopper supported the motion. Vote on the motion. Yes: Walls, Dubre, Vallad, Lamont and Hopper; No: Cooper and Strole. The motion carried by a 5 to 2 vote.**

3. Harbortown SAD Contribution

Trustee Vallad explained per his memo dated October 8, 2007, he would like the Township to consider making a contribution to the Special Assessment for repaving the Harbortown subdivision. He requested to abstain from any vote. There were no objections to Trustee Vallad abstaining from the vote on this matter.

- * Supervisor Walls moved that the Township contribute 7.5% to the cost for the Harbortown paving, which is estimated to be \$17,400.00. Trustee Cooper supported the motion.**

Clerk Strole said she doesn't have a problem contributing, but for consistency, we have indicated to others who have made similar requests that they need to submit the formal petitions before receiving any formal commitment by the Township. Trustee Hopper agreed with Clerk Strole.

- * Vote on the motion. Yes: Walls and Cooper; No: Strole, Dubre, Hopper and Lamont. The motion failed by a 4 to 2 vote.**

Treasurer Dubre said when Trustee Vallad gets the appropriate signatures on the petition, then come back to the Township Board for a contribution to be determined at that time. Trustee Vallad suggested waiting until the Road Commission approves the petition signatures.

4. Financial Planning Committee Discussion

Trustee Vallad explained his memo to the Township Board dated October 8, 2007. He suggested that we need to have a structure to address specific issues regarding financial planning. **[A copy of the memo dated October 8, 2007 is on file at the Office of the Clerk, Springfield Township].** Trustee Lamont said he believes the suggestions by Trustee Vallad are appropriate and on track. Clerk Strole said she thinks a financial planning committee is an excellent idea. Trustee Cooper said we need to emphasize "thinking outside the box" to do things other ways if it is a way to save money and make things more efficient. Supervisor Walls said a committee would work better than meeting with the full Board from a fact finding standpoint. After a committee meets and reviews then we can have a special Township Board meeting. He thinks two or three trustees along with one or two staff people would be better for a committee. He asked if we should include one or two representatives from the Park Commission? Trustee Vallad said one to represent the Parks but he wants to keep the group small. He suggested himself, Trustee Cooper and Trustee Lamont on the committee along with one from Parks, one

from the Fire Department and one from the library and perhaps two staff members. Supervisor Walls said he would forward copies of the memo to the appropriate persons.

The Board unanimously agreed to move forward with a Financial Planning Committee.

Public Comment:

Clerk Strole commented that she would like to clarify the discussion held last month regarding mileage charges for pick up and delivery of mail and its assigned cost center. She noted that at the September meeting Treasurer Dubre stated that the Board did not budget for that cost in General Services in the 2007 budget because Clerk Strole had suggested using township vehicles for that purpose and eliminate that item from General Services, and instead include it in the Clerk's cost center. At the September meeting, Clerk Strole said she did not recall saying that or making that suggestion. She now clarified what did happen: In August 2006, Supervisor Walls proposed a draft 2007 budget that included his cover memo that stated our auditor suggested any revenue or expenditure of less than \$500 be placed in a miscellaneous line item unless there is some specific reason to keep track of it by itself. Clerk Strole said the Supervisor's draft budget for General Services specifically moved the mileage allowance to Miscellaneous in General Services and the Board adopted the budget with that change. Clerk Strole said it is still reflected in General Services and the mileage was properly charged per the budget to General Services as adopted by the Board. Clerk Strole said her mistake was charging the mileage to the wrong line item with the correct cost center.

Treasurer Dubre clarified that it was through the budget workshop process that that discussion came and that is what her comment was based on. It was not through a memo from Collin.

Dr. O'Neill, 7755 N. Holcomb, thanked the Board members for serving and said we are on the same page. We are environmentally worried about the watershed and do not want to be in an adversarial situation. We are in a budget problem and still have to pay for services and schools. It seems strange to him that someone would downgrade property values that is obviously commercial property.

Adjournment:

Hearing no other business, Supervisor Walls adjourned the meeting at 9:21 p.m.

Collin W. Walls, Township Supervisor

Nancy Strole, Township Clerk

Consent

**Springfield Township
Supervisor's Office**

Memo

To: Township Board
From: Collin W. Walls *Collin*
Date: September 27, 2007
Re: Budget Amendments

The following amendments are necessary to handle Tax Tribunal refunds.

FIRE FUND

Reduce Fund Reserves	\$500 from	\$2000 to	\$1500
Increase Tax Tribunal Refunds	\$500 from	\$ 0 to	\$ 500
No change in Total Expense or Revenue			

POLICE FUND

Reduce Expenditures	\$500 from	\$1,397,900 to	\$1,397,400
Increase Tax Tribunal Refunds	\$500 from	\$ 1,000 to	\$ 1,500
No change in Total Expense or Revenue			

CIVIC CENTER DEBT FUND

EXPENSES

Increase Tax Tribunal Refund	\$500 from	\$ 0 to	\$ 500
Increase Total Expenditures	\$500 from	\$369,300 to	\$369,800

REVENUE

Increase Taxes	\$500 from	\$364,800 to	\$365,300
Increase Total Revenues	\$500 from	\$369,300 to	\$369,800

GENERAL FUND – No Amendment Needed

Adopted by Township Board 10/10/07

BILLS PRESENTED FOR PAYMENT:**GENERAL FUND**

Petty Cash	\$ 44.84
Planning & Zoning News	360.00
Carol Jones	17.46
All N One Lawn Care	580.00
Jamie Dubre	490.85
Karen Binasio	246.00
Sherman Publications, Inc.	110.00
Building Department	324.75
Office Depot	13.92
Oakland County Treasurer	1,350.39
Arlene Badgley	50.44
Road Commission for Oakland County	1.73
C&J Caulking	780.00
Cutter's Edge Engraving	<u>15.00</u>

TOTAL**\$ 4,385.38****Additional Disbursements:**

Mike Forst	\$ 1,327.86
Bugs Bee Gone	200.00
Suburban Office & Janitorial	128.71
Eastman Fire Protection, Inc.	67.32
UNUM	300.51
Waterland Office Machines	130.00
Pontem Software by RIA (2)	2,123.30
Office Depot	21.11
DTE Energy (2)	1,367.42
Consumers Energy	361.51
Oakland County (2)	16,611.52
Adkison, Need & Allen, PLLC	2,488.66
Quill	187.15
McLeod USA	749.07
Nextel Communications	23.83
DTE Energy – Street Lighting	1,759.92
Petty Cash	35.36
Road Commission for Oakland County (2)	81,928.52
Carlisle/Wortman Associates, Inc.	1,907.50

Printing Systems, Inc.	32.08
Susan Weaver	487.50
Michigan Municipal League	8,885.36
American United Life Insurance Co.	13.47
Chase Card Member Service	122.61
Michigan Association of Municipal Clerks	60.00
Absolute Building Maintenance	2,735.00
William Leddy	519.13
Roger Lamont	517.78

TOTAL	\$ 125,092.20
<u>GRAND TOTAL</u>	<u>\$ 129,477.58</u>

BILLS PRESENTED FOR PAYMENT:

FIRE FUND

All N One Lawn Care	200.00
Marlan H. Hillman	201.19
Breathing Air Systems Division	20,814.00
Oakland County Treasurer	1,235.45
American Messaging	81.36
Apollo Fire Equipment (3)	189.15
Bugs Bee Gone	100.00
Cavalier	264.39
C&S Motors, Inc.	1,104.08
Douglass Safety Systems LLC	222.01
Fire Engineering	67.95
Gignac's Collision	36.00
Kerton Lumber Co.	35.38
Michigan Water Conditioning	22.50
Oakland County	75.00
P&W Wireless	427.50
Suburban Office & Janitorial	127.93
Time Emergency	260.00

TOTAL	\$ 25,463.89
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Additional Disbursements:

UNUM	\$ 78.44
Selective Insurance	198.00
Mark's Homes, Inc.	154,122.58

Oakland County Sheriff's Dept.	1,452.00
Nextel Communications	57.88
Selective Insurance	658.00
Road Commission for Oakland County	551.48
Michigan Municipal League	2,221.34
Petty Cash	54.58
Charles Oaks	8.05
Consumers Energy (2)	43.05
DTE Energy (2)	301.31
NFPA	150.00
P&W	76.75
Roland J. Segal	35.00
Time Emergency	99.47
State Wire & Terminal, Inc. (2)	42.07
AT&T	13.97

TOTAL	\$ 160,163.97
<u>GRAND TOTAL</u>	<u>\$ 185,627.86</u>

BILLS PRESENTED FOR PAYMENT:

Oakland County Treasurer

POLICE FUND

\$ 2,573.96

TOTAL

\$ 2,573.96

Additional Disbursements:

Oakland County Sheriff's Dept.

\$ 115,279.54

Michigan State Police

125.00

TOTAL

\$ 115,404.54

GRAND TOTAL

\$ 117,978.50

BILLS PRESENTED FOR PAYMENT:

Rich Ashley

\$ 75.00

General Fund

273.50

TOTAL

\$ 348.50

GRAND TOTAL

\$ 348.50

CABLE TV FUND

BILLS PRESENTED FOR PAYMENT:

Oakland County Treasurer

TOTAL**GRAND TOTAL****CIVIC CENTER DEBT
FUND**

\$ 801.72

\$ 801.72**\$ 801.72****BILLS PRESENTED FOR PAYMENT:**

Ron Shelton

\$ 632.45

Tim Koerber

301.28

Charles B. Warner

604.25

Mark Yovich

30.00

Petty Cash

15.00**TOTAL****\$ 1,582.98****Additional Disbursements:**

UNUM

35.00

Blue Cross/Blue Shield

359.96

Waterland Office Machines

100.00

Nextel Communications

88.35

International Code Council, Inc.

75.00

Road Commission for Oakland County

70.01

General Fund

125.58**TOTAL****\$ 853.90****GRAND TOTAL****\$ 2,436.88****BILLS PRESENTED FOR PAYMENT:****LAKE IMPROVEMENT
FUND*****Waumegah Well***

Johnson & Anderson, Inc.

\$ 450.00

DTE Energy

3,037.95

Waumegah Legal

Reed Business Information

158.92

Waumegah Weed

Aqua Weed Control, Inc.

1,755.00**TOTAL****\$ 5,401.87**

Additional Disbursements:

Dixie Lake

Inland Lakes Corporation	\$ 7,943.36
Sherman Publications, Inc.	79.20
Progressive AE	2,250.00
Aqua-Weed Control, Inc.	1,224.00

TOTAL	\$ 11,496.56
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<u>GRAND TOTAL</u>	<u>\$ 16,898.43</u>
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BILLS PRESENTED FOR PAYMENT:

SOFTWATER LAKE FUND

Professional Lake Management	\$ 292.50
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TOTAL	\$ 292.50
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<u>GRAND TOTAL</u>	<u>\$ 292.50</u>
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GRAND TOTAL FOR ALL FUNDS

\$ 453,861.97