

SPRINGFIELD TOWNSHIP BOARD MEETING

November 8, 2007

SYNOPSIS

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

PUBLIC COMMENT:

CONSENT AGENDA:

- a) Approved Minutes: October 11, 2007 Regular Meeting with bills and additional disbursements of \$453,861.97
- b) Accepted October 2007 Treasurer's Report
- c) Received September 2007 Reports: Building, Electrical, Plumbing, Mechanical and Fire
- d) Authorized payment of bills as presented, total \$86,948.70
- e) Authorized Fire Department to issue request for bids to sell Tanker #16
- f) Authorized attendance by Board Members at MTA Educational Conference, not to exceed \$330.00
- g) Master Plan Update: Required approval by Township Board of Master Plan Update, as authorized per MCL 125.328 of Township Planning Act
- h) Revised 2007 Cable Fund Budget to increase Revenue from \$10,600.00 to \$37,00.00 and Increase Expense from \$10,600.00 to \$19,000.00
- i) Received communications and placed on file.

PUBLIC HEARING:

1. 2008 Community Development Block Grant Funds: Received oral and written comments
2. 2008 Budgets: No comments received

OLD BUSINESS:

1. Tabled Consideration of Township Lake Board Representatives

NEW BUSINESS:

1. Community Development Block Grant Funds
 - a. Reprogramming – 2005 Allocation: Adopted Resolution requesting to waive recapture of 2005 Public Service funds for \$2,072.00
 - b. 2008 Allocation: Allocated to crisis intervention, disabled services, youth services, emergency services, planning and management, minor home repair, and road gravel in eligible area.
2. Adopted 2008 Budgets for General, Fire, Police, Cemetery, Cable, Building, Civic Center Debt, 2008 Softwater Sewer SAD, 2008 Softwater Lake Improvement, and 2008 Lake Improvement Funds
3. Amended Parks and Recreation Budget
4. First Reading, Zoning Ordinance No. 26, Proposed Map and Text Amendments: Authorized Second Reading
5. Tabled consideration of Snow Removal Proposals
6. Conditionally approved Oakland County Mutual Aid Assn. Agreement
7. First Reading Ordinance No. 66, Emergency Services Cost Recovery Amendments: authorized Second Reading

PUBLIC COMMENT: Trustee Vallad updated the Board on the status of submission of Harbourtown Subdivision paving petitions and formation of a Financial Review Committee

ADJOURNED: 9:35 p.m.

NANCY STROLE, Clerk

Call to Order: Supervisor Collin Walls called the November 8, 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:

Trustee Lamont asked to delete item #7 of New Business as he believes the Carlisle/Wortman Associates proposal was put on the agenda prematurely. There were no objections to this deletion.

Public Comment: **None**

Consent Agenda:

- ★ **Trustee Hopper moved to approve the Consent Agenda as published. Trustee Cooper 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: October 11, 2007 Regular Meeting with bills and additional disbursements of \$453,861.97
 - b) Acceptance of October Treasurer's report
 - c) Receipt of October 2007 Reports: Building, Electrical, Plumbing, Mechanical and Fire
 - d) Authorize payment of bills as presented, totaling \$86,948.70
 - e) Authorize Fire Department to issue request for bids to sell Tanker #16
 - f) Authorize attendance by Board Members at MTA Educational Conference, not to exceed \$330.00

- g) Master Plan Update: Require approval by Township Board of Master Plan Update, as authorized per MCL 125.328 of Township Planning Act
- h) Revise 2007 Cable Fund Budget to increase Revenue from \$10,60.00 to \$37,000.00 and Increase Expense from \$10,600.00 to \$19,000.00

Receipt of Communications:

- E-mail from MTA, advising that MTA has selected Springfield Township's web site as their "Featured Township Website."
- Letter from Comcast regarding channel changes and residential charges
- Independence Township Senior Report
- Holly Area Youth Assistance Report
- Clarkston Area Youth Assistance: Notice of Change of Address and Telephone number

Public Hearings:

1. 2008 Community Development Block Grant Funds

Supervisor Walls said the approximate allocation for Springfield Township will be \$33,065.00. Block Grant Funds are primarily to be used to benefit low and moderate income residents or families and areas that meet the low to moderate income criteria. We are also able to use funds on some public facilities and public improvements but they have to be in a low to moderate income area. We have received written requests for funding for battered and abused spouses from Haven in the amount of \$2,500; a request for disabled services from Kaleidoscope for \$2,500; a request for emergency services from Neighbor For Neighbor for \$7,000; a request from Springfield Township Parks for an Eco System Management Plan for Shiawassee Basin in the amount of \$6,000 and a request for youth services from Holly Area Youth Assistance in the amount of \$2,500.

Supervisor Walls opened the Public Hearing at 7:37 p.m.

Mr. Neil Paquette of Neighbor For Neighbor, commented that in their cover letter they said they have \$2,500 in CDBG Funds from Groveland Township and that is now gone. Their balance sheet showed the FEMA checking as \$8,956.00. That is now down to less than one thousand dollars.

Hearing no further public comments, Supervisor Walls closed the Public Hearing at 7:40 p.m.

2. 2008 Budgets

Supervisor Walls explained the format for the proposed budgets presented to the Board members. He further commented that, typically, this public hearing would be held earlier in the year, but due to the economy, they delayed the public hearing to see if they could get a better handle on what is going on with the economy and what the state would do with a budget.

Supervisor Walls opened the Public Hearing at 7:45 p.m.

Supervisor Walls explained the proposed budget for each fund.

There were no public comments. Supervisor Walls closed the Public Hearing at 7:55

Old Business:

1. Township Lake Board Representatives

Supervisor Walls noted that the request for information on candidates for Township Lake Board representatives did not go out until today and, therefore, we have not heard back from most of the lakes and Lake Boards. The property owner associations would not get the letters until tomorrow.

- * Trustee Hopper moved to table this until January to allow any parties interested to respond to the letters plus any current lake Board members to respond if they want to stay on the Lake Board or not. Trustee Cooper supported the motion.**

Clerk Strole asked to add to the motion, to provide the information on cable and web. Supervisor Walls said it was just submitted today and did go out on cable and web today.

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

New Business:

1. Community Development Block Grant Funds
 - a. Reprogramming – 2005 Allocations
 - I. Recapture Waiver
 - II. Reprogramming Discussion
 - b. 2008 Allocation

Supervisor Walls said the sample Resolution asks the county to waive recapture of 2005 CDBG funds. These were funds that we reprogrammed for Katrina Relief that did not get used.

- * Supervisor Walls moved the Resolution to waive recapture of the 2005 Community Development Block Grant Funds in the amount of \$2,072.00 Clerk Strole 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.**

Supervisor Walls suggested leaving those funds in Public Service allocations. The Board unanimously agreed.

Clerk Strole asked Ms. Stack-Miller of Kaleidoscope what types of individuals do the group homes service? Ms. Stack-Miller explained that they service a variety of clients but primarily developmentally disabled and some are mentally ill. Clerk Strole said she would concur with the Supervisor's recommendation for Planning and Management. She asked if some of the \$11,000 could be used for minor home repair. Supervisor Walls said, yes. Trustee Vallad suggested splitting those funds with the gravel program.

Clerk Strole commented that the request for architectural barriers from the Parks Department is something we should plan for. Perhaps not this year and it could be done in phases, but she believes many people have problems with the entrance doors on the lower level. Trustee Hopper concurred that it could be something we could plan for and agrees this year might not be the time to do that. Treasurer Dubre concurred. Supervisor Walls said he did not know if we could use those funds for this building because it is a newer building and not in the low/mod area, and it does currently meet the ADA requirements.

Trustee Cooper said the Supervisor's suggestion of splitting the funds is a good suggestion. Supervisor Walls said last year we gave both Holly and Clarkston Youth Assistance \$3,500. Treasurer Dubre said we could reduce our contribution from the General Fund Budget and give them CDBG Funds and still make the number \$3,500 or \$4,000. Clerk Strole asked Mr. Paquette how he would compare the demand for services to last year. Mr. Paquette said the demand is up and they have had to cut back on financial aid. The main problem is utility shut-offs for individuals. Supervisor Walls said we could still help the General Fund Budget by allocating some funds to either Holly Area Youth Assistance or Clarkston Youth Assistance or both. Clerk Strole said she would support the Supervisor's recommendation for public services. The Board members concurred.

- ★ **Supervisor Walls moved that we allocate 2008 Community Development Block Grant Funds as follows: 45% of the allocation for Public Services to be used at \$2,500 for Crisis Intervention for battered and abused spouses; \$2,500 for Disabled Services; \$6,000 for Youth Services and the balance for Emergency Services and to authorize the Supervisor to sign and submit 2008 CDBG application and Sub recipient Agreement. Clerk Strole supported the motion.**

Supervisor Walls said it is his intention that next month we would reallocate 2005 funds for Emergency Services.

- ★ **Vote on the motion. Yes: Walls, Dubre, Strole, Vallad, Hopper, Lamont and Cooper; No: none. The motion carried by a 7 to 0 vote.**
- ★ **Supervisor Walls moved that we allocate the maximum 20% for Planning and Management to be \$6,613.00 to be used for Eco System Management Plan for Shiawassee Basin. Trustee Hopper 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.**

- * Clerk Strole moved to allocate \$11,572.00 as follows: \$5,000.00 for Regular Minor Home Repair and the balance for Road Improvements in eligible areas. Trustee Vallad 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.**

2. 2008 Budgets Approval

Clerk Strole noted that the election cost center does not reflect anything for a Presidential Primary Election because that election is still questionable.

- * Trustee Vallad moved to approve the 2008 General Fund Budget in the amount of \$1,934,550.00 in Revenue with Expenses of \$1,933,950.00. Trustee Lamont 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.**
- * Trustee Vallad moved to adopt the 2008 Fire Fund Budget in the amount of \$809,700.00 in Revenue with Expenses of \$809,200.00. Clerk Strole 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.**
- * Clerk Strole moved to adopt the Police Fund Budget for 2008 Revenues and Expenses of \$1,447,000.00. Trustee Hopper 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.**
- * Clerk Strole moved to adopt the Cemetery Budget Revenues of \$600.00 and Expenses, \$0.00. Trustee Lamont 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.**
- * Supervisor Walls moved to table the 2008 Park Budget to allow them to review at next Tuesday's meeting possible revisions reflecting a budget amendment for 2007 that was made last month and if approved, one that is proposed later in this agenda because he assumes they might have expenditures in 2008 for both programs. Trustee Vallad supported the motion. Vote on the motion. Yes: Walls, Strole, Dubre, Vallad, Hopper and Lamont; No: Cooper. The motion carried by a 6 to 1 vote.**
- * Trustee Vallad moved adoption of the 2008 Budget for Softwater Lake Improvement Fund in the amount of \$15,500.00 Revenue and \$15,000.00 in expenses. Trustee Hopper 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.**

- * Clerk Strole moved to adopt the 2008 Cable Fund Budget Revenues of \$45,000.00 and Expenses of \$22,050.00. Trustee Lamont 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.**
- * Trustee Lamont moved to adopt the 2008 Building Department Fund, Revenues at \$101,950.00 with Expenditures of \$90,200.00. Trustee Hopper 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.**
- * Trustee Lamont moved to adopt the 2008 Civic Center Debt Fund, Revenues at \$365,000.00 and Expenditures at \$362,100.00. Trustee Hopper 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.**
- * Clerk Strole moved to adopt the Lake Improvement Fund, Revenues of \$252,000.00 and Expenses of \$232,500.00. Trustee Vallad 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.**
- * Trustee Lamont moved to adopt the Softwater Sewer SAD Capital Project with Revenues of \$105,400.00 and Expenditures of \$103,500.00. Clerk Strole 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.**

3. Parks and Recreation: 2007 Budget Amendments

Supervisor Walls asked if Parks had any discussion as to what they will do if the current resident at the house is no longer there. Jennifer Tucker said whoever is the current resident would feed the furnace. According to their Master Plan that resident would in effect be a township employee. If no one were occupying the house township maintenance would handle it.

- * Clerk Strole moved the Board adopt amendment to the Parks and Recreation 2007 Budget as presented by the Parks October 9, 2007 memorandum. Trustee Hopper supported the motion.**

Trustee Cooper said when we have a new expenditure total there should be an old expenditure total to start with so that we know there is no change. We know there is no change but it should be in the documentation that this new amount is really the old and money is just being moved.

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

4. First Reading, Zoning Ordinance No. 26: Proposed Map and Text Amendments

Supervisor Walls explained that Greg Need indicated that we no longer are required to send any changes back to the Planning Commission for a report. In addition, we are no longer required to publish between First and Second Reading. Supervisor Walls said he prepared some suggested revised language as indicated on his memo to the Township Board dated November 8, 2007.

Supervisor Walls noted that the Planning Commission should be commended for a very large undertaking.

Trustee Vallad asked what is proposed when we have a new residential development and we have open space, Is there a rezoning with site plan approval? Supervisor Walls said it doesn't necessarily mean that approval of the cluster project would automatically result in a rezoning change.

Clerk Strole recommended that we pull out from Second Reading the proposed change on the White Lake border, proposing to change the FAA facility from R1-A to Public Service. If it is changed to Public Service it would not permit a single family residence in the proposed Public Service District, except if it were a caretaker house. There were no objections to this deletion.

- * Supervisor Walls moved the Board authorize and request the Clerk to publish the Text Amendments to Zoning Ordinance No. 26 as presented to us by the Planning Commission with the revisions and additions discussed this evening and the map as forwarded to us by the Planning Commission with the deletion of what is known as the FAA Site change from R1-A to Public Service. Trustee Lamont 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.**

Supervisor Walls suggested moving item #8, Snow Removal, up to this point of the agenda for courtesy to the individuals in the audience. There were no objections to this change.

5. Snow Removal Proposals

Supervisor Walls suggested tabling this decision and explained that the specifications put together for bid were not exactly as he might have done them had he written them. However, the bids themselves inadvertently caused difficulty because some people bid per ton and some bid per application and so forth. He further suggested that specs be revised and sent back out only to the five contractors who bid and that a decision be made administratively by the Clerk and Supervisor. The Board members concurred.

- * Supervisor Walls moved that we table Snow Plow bids, send out a revised request for proposal with more specific parameters just to the five contractors who submitted bids during the original deadline and that we authorize the Clerk and Supervisor to review and award contracts for Civic Center, Fire, and Cemetery. Trustee Vallad 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.

6. Oakland County Mutual Aid Association Agreement

Supervisor Walls asked Chief Oaks if it is his understanding that it is the intention that when the Oakland County Agreement goes into effect, the North Oakland County Agreement will no longer be applicable. Chief Oaks said he believes it will phase out all agreements. Supervisor Walls noted that we can cancel this for any reason in 30 days.

Trustee Vallad said he does not like the fact that they can raise assessments or fees and never notify us. Supervisor Walls suggested we conditionally agree at this time to the agreement but one condition be that the notification provision be changed so when there is a change in dues or expenses, the 60 day period does not start until both the Chief and the municipality are notified. The Board members agreed.

- ★ Supervisor Walls moved that we agree to enter into the Oakland County Association and Mutual Aid Box Alarm System Agreement and authorize the Supervisor to sign on behalf of the Township with the condition that the notice provisions be revised to require notice to the municipality representative and the municipality 60 days prior to the effectiveness of any dues increase, conditioned on our insurance carrier approving the contract language as it might affect our insurance coverage, and with the condition that any mutual aid agreement that conflicts with or contains dues structure for similar items, such as the North Oakland County Mutual Aid Interlocal Agreement, would be cancelled upon the effective date of this agreement. Trustee Vallad 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.**

7. First Reading: Ordinance No. 66, Emergency Services Cost Recovery Amendments

Supervisor Walls noted that Chief Oaks questioned the ability to collect small claims from minors. Lisa Hamameh indicated to him she is still working on that answer. Any resolution will not necessarily affect and amend the revisions to this ordinance.

Clerk Strole noted a grammatical error on item #3, page 2. On page 3, item H, she noted that “resident” cannot necessarily only be defined by a driver’s license and should include “state issued identification card.” Supervisor Walls said that term with this amendment is no longer used and we need to define property owner. Trustee Cooper noted that “owner” is defined on item E of page 2. Supervisor Walls said it should read “owner/property owner.” Mr. Need agreed and said we would delete the whole definition of “resident” and item H.

- ★ Supervisor Walls moved that we ask Greg Need’s office to make the changes in the draft that we discussed this evening and language which would authorize the Fire Department to bill for any transport that they make and when done, publish**

Second Reading. Trustee Hopper 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.

Public Comment:

Trustee Vallad commented that the Harbortowne Special Assessment District petition signatures have gone to the county for verification.

Adjournment:

Hearing no other business, Supervisor Walls adjourned the meeting at 9:45 p.m.

Collin W. Walls, Township Supervisor

Nancy Strole, Township Clerk



Charter Township of Springfield

Parks & Recreation (248) 634-0412
Fax Number (248) 634-9739

October 9, 2007

2007 Park Fund Budget Amendment for Parks & Recreation

Springfield Township Parks Commission approved the budget amendment on October 9, 2007 at their regularly scheduled meeting.

Expenditure:

Decrease "Utilities" Cost Center by \$ 1,600.00

(Decrease "SBP Heat" line item # 211-752-923.002 by \$ 1,600.00)

[New "SBP Heat" line item total: \$ 0.00]

New "Utilities" Cost Center Total: \$ 16,400.00

Decrease "Maintenance Personnel" Cost Center by \$ 5,000.00

(Decrease "Seasonal Park Maintenance" line item # 211-760-704 by \$ 5,000.00)

[New "Seasonal Park Maintenance" line item total: \$ 26,540.00]

New "Maintenance Personnel" Cost Center Total: \$ 114,928.00

Increase "Supplies & Equipment Under \$10,000.00" Cost Center by \$ 6,600.00

(Increase "Equipment Under \$ 10,000.00" line item # 211-758-730 by \$ 6,600.00)

[New "Equipment Under \$ 10,000.00" line item total: \$ 11,560.00]

New "Supplies & Equipment Under \$ 10,000.00" Cost Center Total: \$ 11,560.00

New Expenditure Total: \$ 601,611.00

*Adopted by Township Board at Regular Meeting
Nov. 8, 2007*



Charter Township of Springfield

Clerk's Office (248) 846-6510
General Offices (248) 634-3111
Fax Number (248) 634-2316

RESOLUTION TO WAIVE RECAPTURE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) mandates that Community Development Block Grant (CDBG) balances not exceed 1.5 times the current program year allocation sixty (60) days prior to the end of the program year (February 28th); and

WHEREAS, the Oakland County Board of Commissioners adopted a policy allowing communities to protect funds from their two most recent program years to help comply with this regulation; and

WHEREAS, all unobligated 2005 and older funds are at risk of recapture December 31, 2007; and

WHEREAS, **Springfield Township** may protect unobligated 2005 funds from recapture for one additional year by requesting a waiver; and

WHEREAS, a separate Waiver request form must be submitted for each 2005 line item to the Manager of the Oakland County Community & Home Improvement Division no later than Friday, November 23, 2007;

NOW THEREFORE, BE IT RESOLVED, that **Springfield Township** hereby requests to waive recapture of 2005 CDBG funds as follows:

<u>Account Number</u>	<u>Project Name</u>	<u>Amount</u>
731521	Public Service	\$2,072.00

Motion by: Collin W. Walls
Seconded by: Nancy Strole

Voting Yea: Unanimous
Voting Nay: None
Abstaining: None
Absent: None

The Township Supervisor declared the resolution adopted.

Certification

I, **Nancy Strole**, 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 8, 2007** at which time a quorum was present.



Nancy Strole, Clerk