

MACOMB TOWNSHIP BOARD OF TRUSTEES
MEETING MINUTES AND PUBLIC HEARING
WEDNESDAY, MARCH 9, 2016

LOCATION: MACOMB TOWNSHIP MEETING CHAMBERS
54111 BROUGHTON ROAD
MACOMB, MI 48042

PRESENT: JANET DUNN, SUPERVISOR
MICHAEL D. KOEHS, CLERK
KAREN GOODHUE, TREASURER
DINO F. BUCCI, JR, TRUSTEE
CLIFFORD W. FREITAS, TRUSTEE
ROGER KRZEMINSKI, TRUSTEE
NANCY NEVERS, TRUSTEE

ABSENT: NONE

ALSO PRESENT: Lawrence Scott, Legal Counsel
Thomas Esordi, Legal Counsel
Patrick Meagher, Planning Consultant
James VanTiflin, Township Engineer
(Additional attendance on file at the Clerk's Office)

Supervisor DUNN called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

Supervisor Dunn moved item 7 to this position due to the amount of people present.

7. Fire Department Life Saving Awards.

Chief Robert Philips addressed this item with the Board members and presented the following awards to the various people involved in several life saving incidents.

From Parks and Recreation Department:

5-22-15- Alex Kepreos and Jacob Corey

From Fire Dept:

8-7-15 Life Saving Award

Deputy Chief Adam Munro, Capt. Gary Ross, Sgt. Ken Bartz, Sgt. Ryan Gierman,
Firefighter Vince Pozzuoli

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8-14-15 New Life Award

Firefighter Joe Warne, Firefighter Carly Mocny, Firefighter Jason Krozek

12-21-15 Life Saving Award

Capt. Gary Ross, Sgt. Ryan Gierman, Sgt. Chris Zepke, Firefighter Kyle Yonkowski, Firefighter Justin Friese, Firefighter Michael Risk, Firefighter Paul Grabowski

12-31-15 New Life Award

Sgt. Steve Stawecki, Firefighter Josh Ringstad

The annual Mt. Clemens Elks Outstanding Service Award was presented to Fire RMS Supervisor Sara Buscaino.

Finally, Chief Phillips honored two long time Firefighters, now retired, with a combined 55 years of service, by presenting them their helmets. Those are Ed Teller and Michael O'Lear.

All received a standing ovation by all in attendance and were congratulated by the Board of Trustees as well as Chief Phillips.

ROLL CALL

1. Clerk KOEHS called the roll and the Board of Trustees was present.

APPROVAL OF THE AGENDA

2. The agenda was reviewed and item #7 was moved to the beginning of the meeting. Item 5E1 was tabled to March 23, 2016.

MOTION by BUCCI seconded by FREITAS to approve the agenda as amended.

MOTION carried.

APPROVAL OF THE BILLS

3. Both bill runs were reviewed and there were no additions, deletions or corrections.

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MOTION by NEVERS seconded by GOODHUE to approve both bill runs as presented.

MOTION carried.

APPROVAL OF THE PREVIOUS MEETING MINUTES

4. The minutes of the previous meeting held on February 29, 2016 were reviewed and any additions, corrections or deletions were discussed and made.

MOTION by GOODHUE seconded by FREITAS to approve the minutes of the meeting of February 29, 2016 as presented.

MOTION carried.

5. **Consent Agenda Items:**

A. WATER AND SEWER DEPARTMENT:

1. Easement Encroachment Agreement: Twin River Subdivision No.1 Sidwell# 08-33-331-005.
2. Request Authorization to Pay for Water Main Easement: 26 Mile Rd and Hayes Road. Parcel No. 08-06-100-030.
3. Request Authorization to Pay for Water Main Easement: 26 Mile Rd and Hayes Road. Parcel No. 08-06-300-032.
4. Request to Attend Confined Space Entry Class
5. Request Approval for a Temporary Concrete Batch Plant: Deneweth Farms Phase 2-4.
6. Request for Authorization to Pay Michigan Meter Technology Group for R-900 WALL V3 MUI.
7. Request for Authorization to Pay Modernistic Water Restoration, LLC for Sanitary Sewer Back up.

B. TREASURY DEPARTMENT:

1. Request to Approve Attendance at MI Municipal Treasurers Institute.

C. PARKS AND RECREATION DEPARTMENT:

1. Rec Trac Training

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D. FIRE DEPARTMENT:

1. Request to Pay Annual Radio User Fees.

E. BUILDING DEPARTMENT:

1. Authorization for Building Inspector to Attend 5 Day Spring Conference. *(tabled to March 23, 2016 meeting)*

Supervisor DUNN reviewed this matter and asked if any of the Board members wanted to remove any item from the Consent Agenda and place it for discussion on the regular agenda.

MOTION by BUCCI seconded by GOODHUE to approve the Consent Agenda as earlier amended.

MOTION carried.

6. Public Comments, Agenda Items Only

Resident Mark Grabow congratulated the firefighters for their awards tonight and addressed item 16 with the Board, asking when did the Township create a Planning Department. He spoke regarding the Citizen Planner program and how no current Planning Commission member has the certification. He stated one person was forced out by back door politics and one without due process. He stated the township does not have a Planning Department, but a Planning Consultant who works for several communities. He further stated now this Board wants to take the planning responsibilities from the Board member most knowledgeable in planning and zoning and give it to a non-existent Planning dept.

7. Fire Department Life Saving Awards
Moved to beginning of this meeting.

OLD BUSINESS:

8. SMART Presentation – Jeff White
(tabled from February 29, 2016)

Mr. Jeff White addressed this item with the Board members, explaining the many services they provide.

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9. Authorization to Purchase a Fitness & Strength 24 ft. Rig for Recreation Center.
(tabled from February 29, 2016)

Parks and Recreation Director Salvatore DiCaro addressed this item with the Board, recommending the purchase of this item from *Fitness Armory* in the amount of \$7798.00.

MOTION by FREITAS seconded by NEVERS to approve the purchase of a Fitness & Strength 24 ft. Rig for Recreation Center for the amount of \$7798.00.

MOTION carried.

NEW BUSINESS:

RECORDS DEPARTMENT:

10.  Liquor License Transfer for 17757 Hall Road.

Record Department Manager Charles Pierce addressed this item with the Board, recommending the Board deny the Liquor License Transfer for 17757 Hall Road.

MOTION by BUCCI seconded by FREITAS to deny the Liquor License Transfer for 17757 Hall Road as presented.

MOTION carried.

11. Laserfiche Web Access.

Record Department Manager Charles Pierce addressed this item with the Board. He indicated the Township is currently working towards implementing a Geographical Information System, GIS for short, to utilize in it's daily operations.

MOTION by KRZEMINSKI seconded by FREITAS to approve the annual fee of \$11,900.00 as presented.

MOTION carried.

12. Laserfiche Database Access for GIS Maps.

Record Department Manager Charles Pierce addressed this item with the Board members. He stated the township is using Fishbeck, Thompson, Carr & Huber

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(FTCH) to handle our GIS conversion and implementation. Part of that process is they require access to information that our Laserfiche system provider has. FTCH has requested that DSS export certain fields of information residing in our image repository. Mr. Pierce is requesting the Board to authorize him to facilitate the transfer of this information to FTCH.

MOTION by KRZEMINSKI seconded by FREITAS to approve the transfer of this information to Fishbeck, Thompson, Carr & Huber as requested.

MOTION carried.

13. Building Department File Conversion-Year 3 Allocation.

Record Department Manager Charles Pierce addressed this item with Board members. He stated that of the 1.97 million pages of documents downstairs, more than 350,000 have been digitally imaged. He believes the overall cost of \$216,000.00 for this project will be reduced by about \$30,000.00.

Mr. Pierce is requesting the Board authorize the \$78,581.00 expenditure for the final funding year of this project outlined in the original request.

MOTION by NEVERS seconded by GOODHUE to approve the Building Department File Conversion-Year 3 Allocation as presented

MOTION carried.

FIRE DEPARTMENT:

14. Request to Promote Two Firefighters.

Chief Phillips addressed this item with the board, recommending two probationary firefighters, David DeGutis and Ryan Wilson, be promoted to the position of firefighter.

Chief Phillips then called both to the podium to receive their badges. Both were also congratulated by the board members.

MOTION by BUCCI seconded by KRZEMINSKI to approve the promotion of David DeGutis and Ryan Wilson to the position of Firefighter.

MOTION carried.

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PLANNING DEPARTMENT:

15. Preliminary Plan; Riviera Ridge Estates Site Condominiums II; Located on the east side of Card Road, north of 22 Mile Road; Section 23; Riviera Ridge II, LLC, Petitioner. Permanent Parcel 08-23-300-009.

Planning Consultant Patrick Meagher addressed this item with the Board, recommending approval.

MOTION by BUCI seconded by GOODHUE to approve the Preliminary Plan; Riviera Ridge Estates Site Condominiums II; as presented.

MOTION carried.

16. Request to approve amendments to various sections of the Zoning Ordinance to transfer planning duties from the Clerk's Office to the Planning Department.

Clerk Koehs asked if this item was approved by the Planning Commission and Planner Patrick Meagher stated it was. He asked if this creates a Planning Department, with a Director and assistant Director. Supervisor Dunn stated we have a Planning Consultant.

Clerk Koehs asked if this is creating any issues with the unions. He stated the position of Planning Supervisor is still on the books, has never been filled since that person left.

Attorney Larry Scott stated he did not review this item for union issues.

This item was discussed between the Board members and the Planning consultant and due to concerns raised, it was tabled for two weeks to March 23, 2016.

MOTION by KOEHS seconded by BUCCI to table this item to the March 23, 2016 meeting for further review.

MOTION carried.

Public Comments, Non-Agenda Items Only - (3 minute time limit)

Resident Mark Grabow addressed the Board for the personal attacks against him at prior meetings for making suggestions for improvement to them.

He addressed what he feels were violations of the Township's Purchasing Policy.

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He addressed the length of time it took to get his information requested for a FOIA request, stating it was too long and expensive due to the \$115.00 an hour legal review done for his information, as noted on the extension of time for his request.

He felt the recent \$100,000.00 given to Senior activities by the CDBG recently should be held in an escrow account until there is a Senior Program and plan. He stated it is an embarrassment the way this township treats its senior citizens.

BOARD COMMENTS:

17. Supervisor Comments

None

18. Clerk Comments

Clerk Koehs thanked his staff for the work they did for the recent election. He then advised the Board that we were short handed and will need to address that issue for the upcoming two elections later this year.

19. Treasurer Comments

Treasurer Goodhue advised that due to the recent resignation of one of her staff, she would like the Human Resource Department to begin the process of hiring an account clerk.

MOTION by BUCCI seconded by KOEHS to have Human Resource Department begin the process of hiring an account clerk to fill the upcoming vacancy.

MOTION carried.

20. Trustees Comments

Trustee Freitas asked attorney Larry Scott to address Mr. Grabow's comments regarding his recent Foia request being late.

Mr. Scott stated the request was handled in a timely manner and was not late. He stated Mr. Grabow is free to appeal it should he wish to.

Trustee Bucci asked that attorney Larry Scott address the comments made by Mark Grabow concerning a violation of the Purchasing Policy.

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Mr. Scott advised that the Purchasing Policy was not violated for a recent invoice approval for a sidewalk repair for \$13,500.00, as discussed at a previous meeting.

Trustee Krzeminski spoke regarding problems occurring election day with equipment and staffing and also thanked the Clerk Department staff for their efforts. He stated the Board does need to take action regarding this for the upcoming elections as previously stated by Clerk Koehs.

Trustee Krzeminski spoke regarding retirement fund fees and suggested a special meeting with Plante Moran be set up to address that issue.

MOTION by KRZEMINSKI seconded by GOODHUE to set a meeting for April 13, 2016 AT 6:00 P.M.

MOTION CARRIED.

ADJOURNMENT

MOTION by BUCCI seconded by FREITAS to adjourn the Board meeting at 8:10 p.m.

MOTION carried.

Respectfully submitted,

Janet I. Dunn
Macomb Township Supervisor

Michael D. Koehs, CPM, CMC
Macomb Township Clerk