

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
November 13, 2017**

MEMBERS PRESENT: Supervisor Karen Miller, Clerk Cindy Shields, Treasurer Pat Miller, Trustees Matthew Karr and Tim Elkins

Attorney David Lattie

Chief of Police Rick Freeman

Building Official Matt Place

Zoning/Planning Administrator Charm Healy

Zoning/Planning/Assessing Supervisor Jeremy Smith

OTHERS PRESENT: Shannon Walls, David Martin, John Krueger, Bill Shedd, Dennis Gepfrey, Dave Shields, Sophia Martorelli, Albert Peavyhouse, Evonne Smith, Les Amon, R.D. Reamy, Florence Bower, Donna Halleck, Brian & Valerie Moore, Matthew Thorpe, Maria Hernandez Rodriguez, Albert & Marcella Hay, Tom & Belinda White, Ben Burbor, Jim Morey

CALL TO ORDER

The regular meeting of the Davison Township Board of Trustees was called to order at 7:03 p.m. at the Davison Township Municipal Building, 1280 N. Irish Road, Davison, MI 48423 and the pledge of allegiance was recited.

ADOPT THE AGENDA

MOTION BY SHIELDS, SECOND BY KARR to adopt the agenda as presented. Motion carried unanimously.

PREVIOUS MINUTES

MOTION BY KARR, SECOND BY ELKINS to approve the September 11, 2017 regular board meeting minutes as presented. Motion carried unanimously.

MOTION BY KARR, SECOND BY ELKINS to approve the October 4, 2017 special board meeting minutes as presented. Motion carried unanimously.

MOTION BY KARR, SECOND BY SHIELDS to approve the October 16, 2017 regular board meeting minutes as presented. Motion carried unanimously.

TREASURER'S REPORT

Pat gave the October, 2017 Treasurer's Report as follows:

General Fund	\$ 530,067.25
Construction Fund	468,287.15

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Tax Fund	<u>37,431.75</u>
Total	\$1,035,786.15

MOTION BY KARR, SECOND BY ELKINS to accept the Treasurer's Report as presented. Motion carried unanimously.

APPROVE BOARD BILLS

Karen gave the October, 2017 Board Bills as follows:

General Fund	\$ 435,918.40
Construction Fund	805,848.31
Tax Fund	<u>120,851.36</u>
Total	\$1,362,618.07

MOTION BY P. MILLER, SECOND BY KARR to approve payment of the October, 2017 Board Bills as presented. Roll call: Yes – Karr, Elkins, P. Miller, Shields, K. Miller. Motion carried.

PUBLIC COMMENT

The public comment period was opened at 7:09 p.m.

John Krueger stated there will be a DCER meeting tomorrow night.

Dave Martin – County Commissioner – updated the board on KWA and new election equipment used in the November 2017 election.

The comment period was closed at 7:11 p.m.

UNFINISHED BUSINESS

None

NEW BUSINESS

Police Special Assessment Public Hearing: Approve Resolution

Karen explained that the Police Special Assessment for 2017 will be \$209.57 per improved parcels and \$69.85 per unimproved parcels, with Class 1 Commercial properties being Meijer at \$31,093.97, Menards at \$14,579.95, Williams Gun Sight at 4,016.92, VG's at \$6,992.42, Tractor Supply Co. at \$1,636.52, and Davison Farmers Market at \$2,380.40. The increase from 2016 is \$19.05. This has been spread on the property taxes since 1995 and the hearing is held every year. We have a millage and special assessment to fund the operation and equip the Police Department.

The public comment period was opened at 7:13 p.m.

Les Amon – 2200 S. State Road – stated that the letter was confusing and would like for it to be a little clearer next year.

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Shannon Walls – 7019 Donelson Trail – asked what the increased amount was again; she was confused with the letter.

Donna Halleck – 1487 S. Vassar Road - asked why her assessment went up \$400 (she was speaking about her Assessed Value Letter and was told someone from the office will call her for clarification).

Dennis Gefrey – 4011 Lakeview Drive – asked if the police assessment will continue to increase from year to year.

The following people sent in letters to object to the Police Special Assessment:

Ted Schramm, 1120 Crystalwood Drive.
Joseph & Phyllis Boris, 2173 Firwood Drive.
Adriana Pacitto, 7398 Pine Tree Court.
Jack Van Kuren, 1007 Foxglove Lane.
Joseph & Florence Bower, 9276 Emily Drive.
Jeannie Paul, 1048 Foxglove Lane.
Dan Armstrong, 3276 Atlas Road.
Ryan Clase, 8519 Belle Chase.
Ted & Sue Hammond, 2439 Sandstone Court.
Edward Rose-Steve Shimmons-on behalf of Windsor Place Apartments, Shannon Manor, Charter Oaks Apartments.

The public comment period was closed at 7:21 p.m.

Mr. Lattie asked the board to accept VG's Police Special Assessment at \$1,665.95 for 2017.

MOTION BY ELKINS, SECOND BY SHIELDS to approve the Police Special Assessment Resolution with the amendment of VG's amount. Roll call: Yes – Elkins, P. Miller, Shields, K. Miller, Karr. Motion carried.

Garbage Special Assessment Public Hearing: Approve Resolution

Karen stated that the garbage special assessment is the same as 2016; there was no increase this year.

The public hearing was opened at 7:25 p.m. and there were no comments. The public hearing was closed at 7:26 p.m.

There was discussion about having curb side pickup of leaves instead of the yard waste pickup currently in place.

MOTION BY KARR, SECOND BY SHIELDS to approve the Garbage Special Assessment Resolution as presented. Roll call: Yes – P. Miller, Shields, K. Miller, Karr, Elkins. Motion carried.

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Griffin Lake Special Assessment Public Hearing: Approve Resolution

Karen said that the amount for 2017 per parcel is \$389.46 for a total of \$5,452.44.

The public hearing was opened at 7:30 p.m.

Mr. Moore stated they are new homeowners and was curious how this assessment worked. There was discussion about how the Homeowners Association meet to choose a contractor for the weed control.

The public hearing was closed at 7:35 p.m.

MOTION BY KARR, SECOND BY ELKINS to approve the Resolution Confirming the Assessment Roll for an Assessment to Control Aquatic Weed Control in Griffin Lake Pursuant to PA 188 of 1954 as presented. Roll call: Yes – K. Miller, Karr, Elkins, P. Miller, Shields. Motion carried.

CDBG Public Hearing: Approve Resolution

Every three years Davison Township is allowed to file for CDBG funding in low to moderate income areas. The area in the township is along Court Street east of Irish Road and along portions of Gale Road. This hearing is for public input on projects that may qualify. Karen gave a list of previous projects funded by CDBG.

The public hearing was opened at 7:38 p.m. There were a few suggestions made by board members and audience members about sidewalks and lighting in the Senior Center parking lot. The public hearing was closed at 7:50 p.m.

MOTION BY P.MILLER, SECOND BY ELKINS to approve the CDBG Resolution as presented. Roll call: Yes – Karr, Elkins, P. Miller, Shields, K. Miller. Motion carried.

Approve Liquor License for Maria Mia Restaurante

The applicant is requesting a Tavern License for the restaurant, which is restricted to beer and wine. This will not affect the limit of Class C licenses for the township.

MOTION BY KARR, SECOND BY SHIELDS to approve the Liquor Control Local Government Approval Application as presented. Roll call: Yes – K. Miller, Karr, Elkins, P. Miller, Shields. Motion carried.

Approve Recommendation Case #16-SCU-2017-3- Villages of Irish Farms

At a regular meeting of the Davison Township Planning Commission on November 8, 2017, the board approved the recommendations of the Davison Township Building Department for Case #16-SCU-2017-3- Villages of Irish Farms to revise the master deed to single family condominiums. The township board must approve the recommendations also for the developer to continue. All county and state requirements must be met before the building department approves required permits.

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MOTION BY KARR, SECOND BY SHIELDS to approve Case #16-SCU-2017-3-Villages of Irish Farms recommendations as presented. Motion carried unanimously.

Approve Recommendation for Case #16-SCU-2017-4 – Summerwood

At a regular meeting of the Davison Township Planning Commission on November 8, 2017 the board approved the recommendations of the Davison Township Building Department for Case #16-SCU-2017-4-Summerwood to revise the master deed to 2 and 3 unit condominiums. The township board must approve the recommendations also for the developer to continue. All county and state requirements must be met before the Building Department approves required permits.

MOTION BY KARR, SECOND BY ELKINS to approve Case #16-SCU-2017-4 – Summerwood recommendations as presented. Motion carried unanimously.

Approve Resolution for Gateway Sign and Maintenance and MDOT Contract

The resolution and contract is for the maintenance of the Roadside Park and “Welcome to Davison” sign being constructed on the south-east corner of Irish and Court Street. MDOT will grant easement as long as the township maintains it.

MOTION BY SHIELDS, SECOND BY ELKINS to approve the Resolution for Gateway Sign Maintenance Permit with Michigan Department of Transportation and Davison Township as presented. Roll call: Yes – Elkins, P. Miller, Shields, K. Miller, Karr. Motion carried.

Approve Resolution for Public Act 152

Each year the board has the option to participate or opt out of the Public Funded Health Insurance Contributions. This resolution makes the township compliant with the Public Act.

MOTION BY SHIELDS, SECOND BY P. MILLER to approve Resolution #2017-11-13 to Adopt the Annual Exemption Option as set forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act. Roll call: Yes – Shields, K. Miller, Karr, Elkins, P. Miller. Motion carried.

Approve Assessing Audit Procedures

The Michigan State Tax Commission conducts an Audit of Minimum Assessing Requirement of townships and cities. Davison Township is scheduled to be audited during 2019. Written procedures, including audit procedures, for determining how to grant real property exemption or remove real property exemptions when the property no longer qualifies for the exemption need to be in place. The Assessor is requesting these procedures be adopted by the board.

MOTION BY SHIELDS, SECOND BY KARR to adopt the Procedures for Real Property Exemptions under MCL 211.7 and Application for Ad Valorem Property Tax Exemption as presented. Motion carried unanimously.

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Approve Resolution to Waive Property Affidavit Fees

The state requires the township to levy interest and penalty for failure to file a Property Transfer Affidavit. The township has never levied these fees but can pass a resolution to waive the fees. The Assessor is requesting the board approve the Resolution to Waive the Penalty Levied pursuant to MCL 211.27b.

There was discussion about the fees charged and removing the amounts from the resolution.

MOTION BY K. MILLER, SECOND BY KARR, to approve the Resolution to Waive the Penalty Levied for Failure to Timely File Property Transfer Affidavits Pursuant to MCL 211.27b with amendments. Roll call: Yes – K. Miller, Karr, Elkins, P. Miller, Shields. Motion carried.

Approve Poverty Exemption Guidelines

Currently the township has poverty exemption guidelines but does not include an asset test. A few changes were made to the existing policy and application and the board will need to determine a maximum dollar amount of assets a property owner can have and still receive a poverty exemption. The Assessor is requesting the board approve the Poverty Exemption Guidelines and Application and set a maximum dollar amount for the asset test.

There was discussion about how the dollar amount is calculated and the board decided they wanted more information about this subject before making a decision. It will be brought back to the board in December once this information is available.

Approve the Snow Removal Contract

The current township office snow removal company informed the Building Official, Matt Place, that they are no longer doing snow removal. Matt solicited three snow removal bids. He is asking the board to award the contract to the low bidder, Turf Tamerz. If the work is not satisfactory or the company cannot respond to our 24/7 schedule, he requested to go to the next lowest bidder without coming back to the board because of seasonal time constraints.

NAME	PLOWING 2-6"	SIDEWALKS	SALTING
Turf Tamerz	150.00	30.00	165.00
Atlas Outdoor	150.00	70.00	215.00
Diamond Excavating	500.00 includes salt	150.00 includes salt	

MOTION BY KARR, SECOND BY ELKINS to award Turf Tamerz the bid for snow plowing with permission to use the next lowest bidder if needed. Roll call: Yes- P. Miller, Shields, K. Miller, Karr, Elkins. Motion carried.

Accept the Audit Report

The auditors presented the 2016-2017 annual Audit Report at the November 13, 2017, Special Board meeting. The board needs to accept the audit.

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MOTION BY ELKINS, SECOND BY P. MILLER to accept the 2016-2017 Audit Report as presented. Motion carried unanimously.

BOARD COMMENTS

Cindy stated the election in Burton went well and the new equipment worked very well.

Rick said that the new Dispatcher is working out well, they are going to receive a grant for the AED machine and, with an upcoming retirement of a police officer, they will begin the search for a replacement.

Matt Place stated that the gate at Williams Park is still not complete. The company is arguing that certain components are not included in the contract but that was not our understanding. He is working on a resolution.

INFORMATIONAL ITEMS

2017 G2G Credit Card Report

GAIN updates

Minutes from Planning Commission, Senior Authority, Library Board, and GCMA.

ADJOURNMENT

The meeting was adjourned at 8:31 p.m.

Cindy K. Shields, Clerk

Karen M Miller, Supervisor