

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

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

Attorney David Lattie

Building/Planning Administrator Randy Stewart

Chief of Police Rick Freeman

Parks & Rec. Director Casey Reed

Planning/Zoning/Assessing Supervisor Jeremy Smith

Building Inspector Matt Place

OTHERS PRESENT: Robin Stewart, Marlene Zajenkauskas, John Gerry, David Shields, Fred Jackson, Matthew Smith, Dennis Carol, John Krueger, Kim Skellenger, Jay Rendon, William Robere, Teresa & Fred Cross, Dennis Grunden, Myrneath Scherba, Jordan Tiffany, Susan Ledbetter, Lorrie Pascoe, Wanda Mitchell, Dolores Bartholomew, Ben Baker, Mary Jane Grunden, Jim Morey, Vincent Marino, Lori & Kevin Hammer

CALL TO ORDER

The regular meeting of the Davison Township Board of Trustees was called to order at 7:00 p.m. at the Davison Township Municipal Building, 1280 N. Irish Road, Davison, MI 48423 and the pledge of allegiance was recited.

Agenda Approval

MOTION BY K. MILLER, SUPPORT BY SHIELDS to approve the Davison Township Board June 12, 2017, agenda as presented. Motion carried unanimously.

PREVIOUS MINUTES

MOTION BY KARR, SUPPORT BY ELKINS to approve the regular meeting minutes of May 8, 2017 as presented. Motion carried unanimously.

MOTION BY SHIELDS, SUPPORT BY KARR to approve the special meeting minutes of May 22, 2017 as presented. Motion carried unanimously.

MOTION BY KARR, SUPPORT BY ELKINS to approve the Budget Workshop meeting minutes of June 6, 2017 as presented. Motion carried unanimously.

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

TREASURER'S REPORT

Mr. Miller gave the Treasurer's Report for May, 2017 as follows:

General Fund	\$448,344.00
Construction Fund	<u>390,464.26</u>
Total	\$838,808.26

MOTION BY KARR, SUPPORT BY SHIELDS to approve the Treasurer's Report as presented. Motion carried unanimously.

APPROVAL OF BILLS

Ms. Miller read the board bills for May, 2017 as follows:

General Fund	\$ 557,917.18
Construction Fund	<u>875,632.36</u>
Total	\$1,433,549.54

MOTION BY KARR, SUPPORT BY ELKINS to approve payment of the board bills as presented. Roll call: Yes- P. Miller, Shields, K. Miller, Karr, Elkins. Motion carried.

PUBLIC COMMENT PERIOD

The public comment period was opened at 7:03 p.m.

Matthew Smith – 8228 Davison Road – asked if Waldorf will still be able to place bids on projects that Mr. Jackson will be overseeing since he is an employee of Waldorf & Sons.

Karen stated that the township will continue their service agreement with Waldorf & Sons. David Lattie stated more information will be provided when this agenda item is discussed.

Dennis Grunden – 9303 Claridge Dr. – stated that he was upset Atherton County Club Estates will not be repaved in 2017. He didn't feel the reason that were given in the letter from the township was the fault of the citizens. Karen stated it would be addressed with the next agenda item.

Randy Stewart – said this was his last official Township Board meeting and thanked the Board for the opportunities that they have given him and that it was a pleasure serving with them. He also stated that false allegations and slanderous comments were made on social media and he wanted to set the record straight as far as the township paying for his retirement party, and the rumors about his retirement package. Friends, family and other community members have donated for the cost of his retirement party, the township has not given any funds for this event.

Jim Morey – 1298 Cummings Rd. – asked about the resurfacing of Davison and Irish Roads. Karen said that the job was not finished and will continue throughout the summer.

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

Fred Jackson – 1477 Oak Road – stated that Randy was a friend of his and that he and Randy's wife had worked on providing the retirement party including all funds.

Matthew Smith – stated that he has not been putting things on the social meeting, but he did FOIA information about Randy Stewart.

Matthew Karr stated that Matt did not have all the facts and that he was reporting false information.

The public comment period was closed at 7:22 p.m.

UNFINISHED BUSINESS

None

NEW BUSINESS

Atherton Country Club Estates Public Needs Hearing Resolution Repeal

Karen said that several residents complained that each phase of development within Atherton Country Club Estates had a different name and since these names were not clearly listed on the petition, challenges of a special assessment could be made. There were questions brought up about the engineering, drains, and curbs and this board felt it necessary to start the process over from the beginning. After speaking with Genesee County Road Commission about their bidding process, more details will not be available until spring of 2018.

David stated that the Road Commission owns the roads and all maintenance has to have their approval. Davison Township has tried to make the process and project as easy and plausible to the tax payers as possible. This project did not fall into place in time for the 2017 repaving schedule.

There was discussion about the township's involvement in the project, the cost being included on the petition, the project not being done this year, what the timeline would be for the project to begin, when the petition should be done, the Public Hearing dates, bonding, and making the petition available at the Township Hall for signatures.

MOTION BY SHIELDS, SUPPORT BY ELKINS to repeal the Atherton Country Club Estates Public Needs Hearing Resolution as presented. Motion carried unanimously.

2017-2018 Senior Citizens Authority Budget

Karen said that Davison Township's portion has not changed, \$17,302, the millage provides \$170,255, and there was a CDBG Grant from Richfield Township in the amount of \$2,480.

MOTION BY SHIELDS, SUPPORT BY ELKINS to approve the 2017-2018 Senior Citizens Authority Board Budget as presented. Roll call: Yes – Shields, K. Miller, Karr, Elkins, P. Miller. Motion carried.

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

2017-2018 Fire Authority Budget

Cindy stated that the per run fee increased \$36 from 2106 for a total of \$1,813. Davison Township projects 195 runs for the upcoming year totaling \$353,585, she recommended \$360,000 in anticipation of possible increases in labor costs, but said it is still less than the 2016-2017 budget.

MOTION BY ELKINS, SUPPORT BY P. MILLER to approve the 2017-2018 Fire Authority Budget as presented. Roll call: Yes – K. Miller, Karr, Elkins, P. Miller, Shields. Motion carried.

PUBLIC BUDGET HEARING

Headlee Truth in Taxation

Karen said that Headlee Rollback applies only to operating millage, not to debt. The operating millage for Davison Township is 0.8404 for General Law mills and 1.4805 for Police mills giving a total of 2.3209 mills.

She opened the public hearing at 7:47 p.m.

Kim Skellenger – 7230 Houghton – asked what the increase in wages in several departments were for.

Karen explained that the COLA was rolled into regular wages.

The public comment period was closed at 7:47 p.m.

Resolution to Establish Township Officer's Salary

MOTION BY SHIELDS, SUPPORT BY KARR to approve the Supervisor's salary of \$77,854.40 as presented. Roll call: Yes – Karr, Elkins, P. Miller, Shields, K. Miller. Motion carried.

MOTION BY KARR, SUPPORT BY ELKSIN to approve the Clerk's salary of \$63,619.40 as presented. Roll call: Yes – Elkins, P. Miller, Shields, K. Miller, Karr. Motion carried.

MOTION BY KARR, SUPPORT BY SHIELDS to approve the Treasurer's salary of \$54,522.25 as presented. Roll call: Yes – P. Miller, Shields, K. Miller, Karr, Elkins. Motion carried.

MOTION BY P. MILLER, SUPPORT BY SHIELDS to approve the Trustee's salary of \$14,730.00 as presented. Roll call: Yes – Shields, K. Miller, Karr, Elkins, P. Miller. Motion carried.

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

2017-2018 Davison Township Budget

Karen explained each cost centers' revenue and expenditures with comments from each Department Head. The total General Fund is \$7,377,399, Construction Fund is \$5,957,527 and DDA Fund is \$125,010.

There was discussion about the administrative accounts and what is budgeted in this line item.

MOTION BY ELKINS, SUPPORT BY P. MILLER to approve the Resolution for General Appropriations Act Township as presented. Roll call: Yes: K. Miller, Karr, Elkins, P. Miller, Shields. Motion carried.

GCRC Agreement for Irish/Court Project

Randy said the agreement is for the township's maintenance of the non-motorized trail from Irish Road to the Davison Farmers Market along Court Street.

MOTION BY P. MILLER, SUPPORT BY KARR to approve the East Court Street Sidewalk – Non Motorized Agreement with the Genesee County Road Commission as presented. Roll call: Yes – Karr, Elkins, P. Miller, Shields, K. Miller. Motion carried.

CDBG Bids for Irish/Court Project

Kraft Engineering and Surveying, Inc. has prepared an agreement to award the bid for the Court Street non-motorized trail from Irish Road to Davison Farmers Market as well as the roadside park with "Welcome to Davison Township" sign. The three bids were from Diamond Excavating, LLC at \$128,000.90, and Waldorf & Sons, Inc. at \$162,057.44 and Zito Construction at \$202,239.00. They suggested Diamond Excavating be awarded the contract with a total cost of \$157,800.90 for the project.

MOTION BY ELKINS, SUPPORT BY SHIELDS to award Diamond Excavating, LLC the contract with the amount of \$157,800.90 for the total project cost as presented. Roll call: Yes – Elkins, P. Miller, Shields, K. Miller, Karr. Motion carried.

Big Swamp Drain – Culvert Replacement Estimate

Karen explained that the road commission has prepared an estimate of the cost to replace the Big Swamp Drain Culvert on Henderson Road, with a total cost of \$90,000 which is shared with the road commission. She will ask that they close the road to save on the total cost.

MOTION BY SHIELDS, SUPPORT BY KARR to approve the Supervisor's signature on the Genesee County Road Commission Big Swamp Drain Culvert Cost Estimate with the agreement that "maintaining traffic" cost be minimized as much as possible. Roll call: Yes – P. Miller, Shields, K. Miller, Karr, Elkins. Motion carried.

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

Resolution to Terminate HCSP

Cindy stated a few employees have changed job titles and a few have retired causing us to be out of compliance with the agreement in accordance with IRS rules. She suggested that we terminate the HCSP with MERS of Michigan.

MOTION BY ELKINS, SUPPORT BY P. MILLER to approve the Resolution of Intent 2017-6-12 Termination of HCSP Agreement as presented. Roll call: Yes – Shields, K. Miller, Karr, Elkins, P. Miller. Motion carried.

Davison Cemetery Maintenance Contract

Randy explained that this contract has not been renewed since 2012. Updated changes were made to the fees and costs, however this contract is less than the original contract.

MOTION BY SHIELDS, SUPPORT BY ELKINS to approve the Independent Contractors Agreement Cemetery Maintenance 2017 with Debbie Kolbe and Davison Township as presented. Roll call: Yes – K. Miller, Karr, Elkins, P. Miller, Shields. Motion carried.

Liability & Property Insurance Renewal

Karen stated that there are additional options for Casualty Limited Terrorism coverage, Property Limited Terrorism coverage, Cyber & Privacy Liability coverage, Non-Monetary Defense Cost coverage and Uninsured/Underinsured Motorist coverage and the board would need to decide which coverage plan to proceed with.

There was discussion about what was considered terrorism, if the policy could be renewed without these additions and if we could include them later if needed.

MOTION BY ELKINS, SUPPORT BY KARR to approve the Michigan Township Participating Plan Package at \$141,809 and edit later if need be. Motion carried unanimously.

Meadows of Chestnut Street Lighting Contract

Karen removed this item due to a lack of information and notification.

Hart InterCivic, Inc. Software License Agreement

Cindy said that this is the software agreement for the new election equipment. She is seeking approval to sign the agreement as required by the State of Michigan.

MOTION BY P. MILLER, SUPPORT BY KARR to approve the Schedule B License Agreement with Hart InterCivic, Inc. as presented. Motion carried unanimously.

Performance Resolution for Governmental Agencies

Karen said this is a designation for a contact person with MDOT for right-of-way use permits. She suggested Charm Healy for the position.

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

MOTION BY SHIELDS, SUPPORT BY KARR to appoint Charm Healy as the contact person for the Performance Resolution for Governmental Agencies as presented. Roll call: Yes – Karr, Elkins, P. Miller, Shields, K. Miller. Motion carried.

Roads & Bridges Inc. Contract Rescind Discussion

David explained that the board is trying to disburse the jobs that Randy Stewart has handled over the past 18 years. Unfortunately the knowledge of the infrastructure systems is not common to those inheriting his jobs. Fred Jackson, owner of Roads & Bridges Inc. has the knowledge of these systems and the board is trying to contract with him. The current contract needs to be rescinded in order to have the ability to negotiate a more detailed contract.

MOTION BY SHIELDS, SUPPORT BY P. MILLER to rescind the Roads & Bridges Inc. contract as presented. Roll call: Yes – Elkins, P. Miller, Shields, K. Miller, Karr. Motion carried.

Appoint DDA Director

Karen stated with Randy's retirement a replacement needs to be appointed as DDA Director. She suggested Jeremy Smith for the position.

MOTION BY K. MILLER, SUPPORT P.MILLER to appoint Jeremy Smith as the DDA Director. Motion carried unanimously.

INFORMATIONAL ITEMS

- Splash Pad repairs
- SAW Grant update
- FANG updates
- Meeting minutes from other boards

BOARD COMMENTS

The board comment period was opened at 8:56 p.m. and Karen made a statement about how much the township will be losing with Randy Stewart's retirement. Mr. Stewart was a large part of the development of Davison Township's park system, Downtown Development, trail system, Master Plan, sewer system maintenance and a plethora of other projects. She personally thanked him for his service to Davison Township.

Pat thanked the Police Department for all the hard work they put into the Festival of Flags to keep the community safe.

Chief Freeman also thanked Randy for his cooperative efforts between the Building Department and Police Department.

Matthew Karr, Tim, Casey, Jeremy and Matt Place all thanked Randy for his services, said that things would not have been accomplished without his expertise and that he will be missed.

**DAVISON TOWNSHIP
REGULAR BOARD MEETING
June 12, 2017**

Board comment period was closed at 9:01 p.m.

EXECUTIVE SESSION

MOTION BY SHIELDS, SUPPORT BY KARR to convene to Executive Session at 9:01 p.m. for the purpose of obtaining easements and the sale of vacant property. Roll call: Yes- P. Miller, Shields, K. Miller, Karr, Elkins. Motion carried.

MOTION BY KARR, SUPPORT BY ELKINS to reconvene to Regular Session at 9:59 p.m.

MOTION BY K. MILLER, SUPPORT BY ELKINS to direct Randy Stewart to proceed to obtain the easements as discussed and the Clerk and Attorney will prepare advertisement for property proposed to be sold as discussed. Roll call: Yes – Shields, K. Miller, Karr, Elkins, P. Miller. Motion carried.

ADJOURNMENT

The meeting was adjourned at 10:01 p.m.

Cindy K. Shields, Clerk