

**CHARTER TOWNSHIP OF GRAND BLANC**  
**Minutes for Township Board Committee of the Whole Meeting**  
**Held at 6:00 p.m. on Tuesday, February 9, 2010**

The meeting was called to order at 6:05 p.m. in Conference Room A by Supervisor Hoffman.

Board Present: Supervisor Marilyn Hoffman, Clerk Cathy Lane, Treasurer Earl Guzak, and Trustees: Larry Anderson, Paul Bush, and \*Ryan Thompson.

Board Absent: Trustee Ben Clevenger [Resignation effective January 31, 2010].

Staff Present: Township Manager Richard Dunnill, Township Attorney David Lattie, Appraiser Rebecca Salvati, Finance Director Debra Barriger, GIS Coordinator Robbie Beller, IT Technician Darren Raymond, Fire Chief Jim Harmes, DPW Director Kirk Richardson, Assistant Parks and Recreation Director Jamie Weasel, Planner Michael Deem, and Jeff Markstrom of Rowe Professional Services Company.

Motion by Clerk Lane, supported by Treasurer Guzak, to approve the Agenda, as presented. Voice vote. Ayes: 5. Nays: 0. Absent: 2 [Clevenger – resignation effective January 31, 2010; and Thompson]. Motion approved.

**029-2010 – Public Comment**

- Ed Erdt, 7212 Porter Road, supports the Parks and Recreation request for Community Development Block Grant Funds for updating their Five-Year Master Plan. Ditch cleaning is needed along Cook Road.

\*Trustee Thompson arrived at 6:10 p.m.

**030-2010 – Review Agenda for Thursday, February 11, 2010**

- **ONSSI Security Cameras.** Tabled in January. Trustee Anderson reported he met with Mr. Beller about the security system and determined there was a need for maintenance of the software.
- **Transfer of Flushing Township Tavern License for Sweet Water, Inc., at 3015 East Grand Blanc Road** in the Food Castle strip mall at the northwest corner of Grand Blanc Road and Dort Highway. The upgrade of the Tavern License to a Class C License will be charged against Flushing Township's quota licenses. Clerk Lane stated Grand Blanc Township does not have any Tavern Licenses and the applicant withdrew their request for an SDM License to sell liquor, as they had an SDM License in the Food Castle Market in the same mall. If the Board approves this request, the license would not be issued by the State until an Occupancy Permit was issued by the Building Department assuring all improvements were to code. Planner Deem stated the applicant received approval for a Special Land Use to serve alcohol to more than 100 people in this facility and have outdoor seating. The Board questioned if the old sign would be upgraded; Planner Deem stated it was grandfathered under the old ordinance and he approved signage.
- **Resignation of Jim Wilson from the Planning Commission and Supervisor Hoffman's recommendation of Ronald Goldie.** Mr. Wilson moved out of state for a new job; Mr. Goldie is was an engineer and would be beneficial for Site Plan

- **Agreement with Mundy Township and Genesee County for a water main extension along Fenton Road and east on Baldwin Road.** This line would extend from the Township's 12-inch dead-end line, provide us with better pressure, the County would have a connection to the Knollwood wells for an emergency, and this is part of the CIP project and budgeted in our Capital Improvement Program. Eventually, it would be extended to Livingston County and Grand Blanc and Mundy Townships would be reimbursed by connection fees to the line. At this time, we would be committing \$25,000 for a portion of the project design. Attorney Lattie will review the Agreement to determine if there are any legal issues.
- **DPW Director's request: to purchase 75 fire hydrants** – bulk buying will save money and Fire Chief Harmes requested they be equipped with a storz connection, which makes it easier to connect the five-inch (5") hose when fighting a fire and reduces the possibility of stealing water; **authorization to fencing at Oakwood Cemetery** – to provide a better appearance in neighborhood the Board would utilize chain link fence clad with black vinyl rather than chain link – the Board asked for the cost of commercial chain link fencing; **and Inspection Agreement for generators with GenPower Products, Inc.,** - they are the manufacturer's representative for these types of generators. Monthly inspections are done by the DPW; this is the annual inspection and maintenance.
- **Hiring a Level II Appraiser and a discussion of Assessor Nolde's replacement** – Township Manager Dunnill agreed to table these items, as the Board needed additional information regarding staffing, wages, and work assignments.
- **Part-time IT Technician** would reduce the overtime, as full-time person is on call 24/7 to handle technical problems; would be utilized about 24 hours per week or as needed and would not receive benefits.

#### **031-2010 – Fire Commission Request to Organize under Act 57 of 1988**

Fire Chief Jim Harmes provided a letter explaining the need to reorganize from Act 33 to Act 57. The Fire Commission's operation would not change; representation from the City and Township would continue. It would allow them to purchase equipment without having to reduce the Township and City's credit; people could donate land to the Fire Department; and if voters approved a millage, they could do long-term planning. Howell and Brighton function under Act 57. Trustee Bush, the Fire Commission Representative, stated he wanted the Board to make a decision in March; Trustee Bush reported the City representative is asking that a study costing \$10,000 to \$20,000 be done before any decision is made. Several years ago a study was done and has not been implemented. Attorney Lattie was asked to draft Articles of Incorporation under Act 57, on how the Commission would function and should resolve some questions. Clerk Lane asked to have another Joint Meeting with the City. Some members were concerned about joining with Mundy and Atlas Township. Fire Chief Harms stated that would not occur immediately and would have to be discussed with the Boards.

#### **032-2010 – Parks and Recreation Five Year Master Plan**

Assistant Director of Parks and Recreation, Jamie Weasel, requested the Board go through the procedures and amend their Community Development Block Grant Funds to include approximately \$14,000 for the update of the Grand Blanc Parks and Recreation Master Plan, which will expire in February 2011. They would have to go out for bids and the final cost would be split 60/40 between the Township/City. It is necessary to obtain grants. When the 2007-2011 Plan was adopted, they were able to improve the front entrance, the road in the park, the pond, and soccer fields.

Clerk Lane explained the Public Hearing was held December 8, 2009, the paper work submitted to the Genesee County Metropolitan Planning Commission for CDBG Funds for 2010 - 2012, and the County was finalizing the County's plan. Had Director Kae Eidson mentioned the need for updating their Master Plan either in writing or in person during the Public Hearing, the Board could consider reallocating funds for this purpose. However, because it was not mentioned during the Public Hearing, the Township would have to republish and hold another Public Hearing and totally amend their proposal and it would delay the County's process. Clerk Lane volunteered to assist Parks and Recreation obtain other funding sources. Trustee Bush stated it would take monies away from other projects the Board thought were important. Mr. Weasel agreed they did not handle this request in a timely manner to meet the CDBG Fund requirements. Supervisor Hoffman stated she would provide Parks and Recreation with information for Department of Natural Resource grants. The Board was interested in obtaining a copy of the current Master Plan.

### **033-2010 – DPW Updates**

DPW Director Richardson informed the Board:

- 50/50 monies for Chip/Seal and safety improvements from Genesee County Road Commission were inadequate to reconstruct a road; however, he recommended they be used to repair Cook Road from Saginaw to Holly Road in 2010. Trustee Bush inquired how this expenditure fit into the Transportation Plan that was development a few years ago. Most of the higher priority projects were for a total reconstruction and these funds are not sufficient for a tear out and rebuild. 50/50 Funds would also be used for ditching of Cook Road between Saginaw Street and Holly Road. Trustee Bush stated he heard Genesee County put in too many projects for the Stimulus monies; therefore, we received no money. They should only have submitted for one project. Supervisor Hoffman stated the projects were listed by priority and ARRA funds have not been totally distributed.
- Our current skid steer is ten (10) years old and has been evaluated by Evans Equipment; it is corroded and cannot lift anything over 1,100 pounds. We have been offered \$5,000 for a trade-in. Before the bid is awarded, Mr. Richardson wants to have a demonstration of the proposed equipment. Some attachments on our current skid will be utilized with the new equipment. Its uses include loading and unloading trucks, cleaning sidewalks and parking lots, cleaning up construction sites, cleaning sewers in tight areas, tree shearers and grapple bucket will cut through brush and save manpower and time loading a truck. It has an enclosed cab; but, does not have a lot of bells and whistles, and no air conditioning.
- Clerk Lane reminded the Board we need a citizen appointment to Metro Alliance to replace Mr. Bandurski.

### **034-2010 – Economic Incentives to Promote Development**

Planner Michael Deem proposed the Board be proactive in developing economic Incentives to promote development within the Township, such as: reduced tap-in fee charges, provide/design roads and infrastructure in Tech Village and Trillium to shorten development time and make us competitive with surrounding communities. Board members were interested in pursuing these ideas further and how it would affect the DPW budget. Trustees had talked to businesses who located outside the Township because of the tap-in fees. Trustees Ryan Thompson and Paul Bush agreed to meet with Planner Deem to develop some ideas. The Board was informed late this afternoon that General Motors decided to stay in the SPO Building and not sell it to Powers High School.

### **035-2010 – Management Reports**

- Township Manager Richard Dunnill

Department Heads provided monthly and yearly reports. If the Board has any questions, contact the

Department Heads. At the last meeting, Organizational Chart and staff reorganization was passed out. The Board appreciated the information and agreed it was within the Township Manager's duties; some Board members believed it was unnecessary to spend monies revamping an area of the Township for these moves, especially in these tight economic times. All the moves were within the labor contracts. There was discussion of moving Planner Deem into Mr. Richardson's office and using the vacated office for a copy and mail room to provide more privacy for Treasurer Guzak. Township Manager Dunnill did not want to move forward if there were any questions from the Board. Clerk Lane recommended the changes be implemented in order for staff to begin their new assignments.

Motion by Trustee Bush, supported by Trustee Thompson, to implement the staff changes in accordance with the January 26, 2010, memorandum and Proposed Organizational Chart; they can be modified in the future if necessary. Voice vote. Ayes: 6. Nays: 0. Absent: 1 [Clevenger – position vacated]. Motion approved.

- Township Attorney David Lattie

Attorney Lattie reported no one appeared to represent Simple Times Farms located on Baldwin Road for today's jury trial. The Judge ruled in our favor and the cabin cannot be utilized until it is habitable and any use has to be in accordance with our Zoning Ordinance.

The Grand Blanc Community Schools decided to appeal Judge Neithercut's ruling. Attorney Lattie had not sent the letter on behalf of the Board stating we were prepared to refund some monies based on the ruling if they did not appeal. The Board wants to build communication and cooperation with the realtors.

The Board has previously discussed changing the policy for identifying vacant houses by implementing a registration system with mortgage companies, changing the types of tags placed on the home, and providing a free inspection of the property relating only to what may have occurred because of a home being vacant – not building code violations. The Board was interested in discussing these options further. Trustee Anderson reported a realtor accompanied him to three homes – two were tagged "Uninhabitable" which he felt were inappropriate. The two homes were in a condition, which a new owner could occupy it immediately.

- Department Heads provided their Monthly Written Reports: Assessor Peggy Nolde; Building Department / DPW Kirk Richardson; Finance Director Debi Barriger; Fire Chief James Harmes; GIS Coordinator Robbie Beller; Planner Michael Deem; Police Chief David Stamm; and Jeff Markstrom of Rowe Professional Services Company.

#### **036-2010– Executive Session**

Motion by Trustee Bush, supported by Trustee Anderson, to move into Executive Session for the purpose of discussing Kirk Richardson's labor contract at 8:15 p.m. Roll call vote. Ayes: Guzak, Thompson, Bush, Anderson, Lane, Hoffman. Nays: 0. Absent: 1 [Clevenger – resignation effective January 31, 2010]. Motion approved.

Motion by Trustee Bush supported by Clerk Lane, to return to the regular meeting and adjourn at 10:05 p.m. Voice vote. Ayes: 5. Nays: 0. Absent: 2 [Guzak left during Executive Session; Clevenger – resignation effective January 31, 2010]. Motion approved.

Respectfully submitted,

Clerk Cathy Lane

**Board Approved: March 11, 2010**