

**CHARTER TOWNSHIP OF GRAND BLANC**  
**Minutes for Township Board Committee-of-the Whole Meeting**  
**Held at 6:00 p.m. on Tuesday, June 8, 2010**

The meeting was called to order at 6:00 p.m. by Supervisor Hoffman with the Pledge of Allegiance.

Board Present: Supervisor Marilyn Hoffman, Clerk Cathy Lane, Treasurer Earl Guzak, and Trustees: Larry Anderson, Hans Rodgers, and Ryan Thompson.

Board Absent: Trustee Paul Bush.

Staff Present: Township Manager Richard Dunnill, Township Attorney David Lattie, Finance Director Debra Barriger.

Motion by Clerk Lane, supported by Treasurer Guzak, to approve the Agenda, as presented. Voice vote.

Ayes: 6. Nays: 0. Absent: 1 [Bush]. Motion approved.

**162-2010 – Public Comment**

- **Ghassan Saab, SGT, Ltd. I**, thanked the Board for approving a Quota Class C Liquor License for the Ichi Ban Grill in The Silverton Collection. Mr. Saab stated his attorney, Roger Isaac, was requesting the Quota License be issued to the restaurant owner/his tenant, Linkes, Incorporated, d/b/a Ichi Ban Grill, at 2183 E. Hill Road. Attorney Lattie explained the Township's background review for the Quota Class C Liquor License was based on the request of Ghassan Saab for SGT, Ltd. I, its financial data, and Mr. Saab's business expertise and ownership of the property to insure the Quota License would remain in the Township if the business were to close. Attorney Lattie had discussions with Attorney Roger Isaac and will contact the Liquor Control Commission to determine if this is appropriate. Additional information will be provided at Thursday's meeting for the Board's consideration. Mr. Saab introduced Neng Duan Lin, the owner of Ichi Ban Grill.
- **Dorothy Middleton, 1052 E. Rollins**, is opposed to mosquito spraying and stated you cannot get rid of all the mosquitoes and surrounding communities are not spraying. Spraying has a harmful effect on individuals with low immune systems.
- **Cassandra Crowley, 1357 Deer Creek Trail, and Vanessa Ferguson, 1103 Leisure**, requested permission to approach the Grand Blanc Parks and Recreation Commission and propose establishing a one-acre dog park in Creasey Bicentennial Park. There are no dog parks in Genesee County; Frankenmuth and Clarkston have dog parks that are well received. The development of the dog park would be paid totally by private funds/donations – the estimate cost for fencing is \$10,000.00. Attorney Lattie reported, if the Grand Blanc Parks and Recreation Commission were to establish a dog park, it would have to be brought back to the Township Board to establish the rules which our Police Department would be responsible to enforce.

**163-2010 – Review Township Board Agenda for Thursday, June 10, 2010**

- **SGT, Ltd. I Township Quota License** – Attorney Lattie has spoken with their attorney, Roger Isaac, they want the Quota Class C Liquor License changed to the tenant's name. Attorney Lattie will contact the Liquor Control Commission.

- **Water Rates** – Detroit City Council needs to adopt the proposed rate increases before they are official, which may happen in early July. Attorney Lattie recommended we hold off on the Second Reading.

Motion by Trustee Thompson, supported by Trustee Rodgers, to table the Second Reading on the Water Rate increase until the July meeting. Voice vote. Ayes: 6. Nays: 0. Absent: 1 [Bush]. Motion approved.

- **Soil Erosion and Sedimentation Control Programs** – Planner Deem spoke with the County. The County has no problem with the Township returning these programs to the County’s control; the law allows the Township to take over this responsibility at any time in the future. Planner Deem stated, during this slow economy, it is not cost effective for the Township to perform this service, and our residents will experience no delays when they need this service.
- **Awarding Bid for McFarlen Library Ramp** – The lowest bid was \$925.00 from Ted Hu and Associations. Their representative, Debbie Honea, stated this will cover Phases 1, 2, and 3 of the ramp proposal; they have worked with the Township for 26 years and are familiar with its facilities. The second bid was \$3,250.00.
- **Agreement with Genesee County for the Baldwin Road Water Main** – DPW Director Richardson is attending a training session and will not be attending Thursday’s meeting. This program will: loop the water lines in the southern end of the Township; close the dead ends; will interconnect at Fenton and Baldwin Roads; and allow the County to extend the water line to other customers. If additional customers connect to the system, the Township would participate with Mundy Townshi0p and Genesee County in recovering a portion of the construction costs.
- **Dog Park in Creasey Bicentennial Park** – Board members suggested a courtesy presentation of this proposal be presented to the Grand Blanc City Council prior to making a presentation to the Parks and Recreation Commission. Attorney Lattie stated there is an element of liability and a need to establish regulations so the Police Department can enforce the rules. Treasurer Guzak asked if this is an allocation of land to last forever or can the Township terminate the request. The Township could consider a membership fee to use the dog park.
- **Trustee Hans Rodgers** stated the Parks and Recreation Commission meeting is on June 17, 2010, at the Parks and Recreation Office. The Homeowners Council has changed their meeting time to 6:30 p.m.

Motion by Trustee Rodgers, supported by Clerk Lane, Department Heads provide their action items to Clerk Lane by 5:00 p.m. on the Tuesday before the Board meeting and the Clerk e-mail a DRAFT Agenda to the Board by 5:00 p.m. on Wednesday. Ayes: 6. Nays: 0. Absent: 1 [Bush]. Motion approved.

#### **164-2010 – “Maximum Cash Conservation”**

Trustee Rodgers recommended the Department Heads take the need to conserve cash to their staff and, to conserve cash flow, they need to clamp down on expenditures for the remainder of the year. It must be needs vs. wants. If this creates a problem, Township Manager Dunnill should inform the Board.

#### **165-2010 – Snow Plowing Program for 2010-2011 Season**

The Board received a DRAFT proposal from DPW Director Kirk Richardson for a five-year plan for snow plowing. Because the Genesee County Road Commission Director John Daly stated the Township’s permit is limited to plowing only public roads and Attorney Lattie’s statement of our liability exposure, Board members were in agreement: to eliminate snow plowing of private roads for the 2010-2011 Season; plow when snow reaches

4-inches in height; salt hills, curves, and intersections at that time; no overtime; and eliminate snow plow vehicles as they reach the end of their useful life. The Snow Plowing Policy will be reviewed on an annual basis. Trustee Thompson wanted to be more aggressive next year. The Board agreed it was necessary to notify residents living on private roads as soon as possible so they have ample time to make arrangements for snow plowing. Discussion of replacement of damaged mailboxes and reimbursing residents was delayed until DPW Director is present.

During their discussion the Board: did not favor implementing a Special Assessment for plowing roads; felt condo associations may be able to contract for a cheaper price; groups could contact the Genesee County Road Commission to find out how to upgrade their roads from private to public; if homeowners groups joined together, they may be able to obtain a better price for snow plowing services.

Motion by Trustee Thompson, supported by Trustee Anderson, to add to Thursday's Agenda - Snow Plowing for the 2010-2011 Season and elimination of snow plowing of private roads. Voice vote. Ayes: 6. Nays: 0. Absent: 1 [Bush]. Motion approved.

### **166-2010 – Sale of Township Surplus Vehicles and Equipment**

Township Manager Dunnill reported the Township has been selling surplus equipment and vehicles on gov.deals and been getting better prices. Prior to putting an item on the Web Site, the vehicle is evaluated by the Township Manager, the DPW Director, and the Mechanic. Board members stated the Township must have the ability to recall an item in the system and utilize a "reserve" clause, which may limit the number of bidders. The Kodiak dump truck sold for \$2,603.77; in the Spring of 2009, we were offered \$3,500.00. Some Board members were unaware we were using the Web Site and recommended there be more communication with the Board. It was noted, police vehicles have been utilized by other departments when they have excessive miles; other equipment, i.e., the box on the dump truck, could have been removed to be utilized on another vehicle in the future. The Board recommended a minimum bid of 50 percent (50%) of the fair market value of a vehicle when it is put on the Web Site and the Township Manager should list vehicles to be put up for sale in his monthly report.

Motion by Trustee Rodgers, supported by Trustee Anderson, for vehicles over \$1,000.00 in value there be a reserve of 50% of the fair market value. Voice vote. Ayes: 6. Nays: 0. Absent: 1 [Bush]. Motion approved.

### **167-2010 – Staffing of Assessing Department**

Will be handled in Executive Session on Thursday.

### **168-2010 – Funding Special Assessment Projects**

Trustee Rodgers reported the Municipal Finance Act establishes guidelines for what the General Fund Budget can afford to finance with Township Bonds. With a projected 2010 Ad Valorem Taxable Value of \$1,235,423,790.00, the Township cannot exceed 12 percent (12%) or \$148,250,855.00 at any given time and cannot exceed 3 percent (3%) or \$37,062,714.00 in any given year unless authorized by a vote of the residents. Clerk Lane stated we have unfunded liabilities and should seek the advice of our attorney and our auditors when we are considering bonding any projects.

### **169-2010– Subcommittees**

- **Police Subcommittee** – Township Manager Dunnill, Police Chief Stamm, Supervisor Hoffman, and Trustees Anderson and Rodgers met and agreed the subcommittee would improve communication.

- **Fire Subcommittee** – will meet on June 14, 2010, at 6:30 p.m. and will prepare some proposed revisions for the next Joint Meeting. The subcommittee is comprised of Chief Harmes, Fire Commission Chairperson Rockefeller, Trustees Thompson, Bush and Rodgers, Township Manager Dunnill, Mayor Matheny, and City Councilman Freel.
- **Employee Handbook Subcommittee** – Township Manager Dunnill, Clerk Lane, Trustee Thompson, Chief Stamm, Deputy Assessor Salvati, Diane Johnson participated in a webinar and obtained a digital copy of the Township’s Employee Handbook to review.

**170-2010 – Consultant Dan Potter Proposal**

Attorney Lattie provided a draft of a one-year trial Agreement for \$3,500.00 per month based on the proposal from Consultant Dan Potter. The Township would be billed additional fees when he is working with Rowe Professional Services Company. Board concerns: work will fluctuate and wondered if it could be handled as a retainer by changing the verbage, i.e., included but not limited to; establishing hours per week or month working with Township; Mr. Potter is not an engineer and this would be for non-engineering services for Water and Sewer projects; Township wants to maintain the same standards as the County not change them; the Agreement could be cancelled by either party with sixty (60) days notice. Attorney will work on a better description of the scope of work and language and bring it back to the Board.

**171-2010 – Management Reports**

- **Township Manager Richard Dunnill**

Township Manager Dunnill stated our health care provider, Marwil & Associates, wants to schedule a presentation on medical, dental, and vision coverage for our residents at no cost to the Township. Mr. Dunnill was requested to contact the Township’s cleaning service for proposals to reduce costs for presentation at the June 22, 2010, Board meeting. Mr. Dunnill stated he met with DPW Director Richardson, Chief Stamm, the Supervisor, Clerk, and Treasurer to discuss cleaning of the Government Center and the special needs for the Police Department. There may be some reduction in the five days a week for the Government Center that may include the DPW performing some work. There is a concern about security for the Police Department.

- **Township Attorney David Lattie – no report.**

- **Department Heads Written Reports** were provided by: Deputy Assessor Rebecca Salvati, DPW Director Kirk Richardson, Finance Director Debi Barriger, Fire Chief James Harmes, GIS Coordinator Robbie Beller, Planner Michael Deem, Police Chief David Stamm, and Rowe Professional Services Company Consultants Jack Wheatley, Jeff Markstrom, and Dan Potter

Supervisor Hoffman reported the Executive Session planned to discuss Staffing of the Assessing Department has been rescheduled at the request of the attorney for Thursday’s meeting.

Motion by Trustee Anderson, supported by Trustee Rodgers, to adjourn the meeting at 8:40 p.m. Voice vote. Ayes: 6. Nays: 0. Absent: 1 [Bush]. Motion approved.

Respectfully submitted,

Clerk Cathy Lane

**Board approved: July 15, 2010**