

**BOARD OF TRUSTEES
MINUTES
JANUARY 12, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Paula Wyckoff,
and Travis Hodge

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Bob Hanvey asked to have item #11—Chestnut Closed Session, moved after the last Call to the Public. Les Andersen motioned to approve the agenda as amended. Tammy Beal seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. **Motion carried 7-0.**

HOMETOWN SALES PLAN

A letter of intent is included in the packet. Manny Kianicky from S.R. Jacobson was present to discuss the proposal. Mr. Kianicky said his company closed on the Sunridge and Turtle Creek property last week. Tammy Beal motioned to accept the letter of intent from S.R. Jacobson to proceed with the purchase of 47 lots in Hometown Village of Marion for \$470,000. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Hodge—all yes. **Motion carried 7-0.**

CRYSTALWOOD/FOXFIRE

Dan Lowe asked if the township could add a special fee for water improvement on the remaining lots. Bob Hanvey said the township could consult the attorney and/or accountant. Scott Lloyd said he doesn't think the agreement should give MHOG control of who can bid on the project.

Dan Lowe motioned to approve the Memorandum of Understanding regarding Foxfire Water Main Loop with modification to Section 3. Scott Lloyd seconded. Roll call vote: Wyckoff, Hodge, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

DOWN SPOUT DRAINAGE

Scott Lloyd recommended that the township wait until spring. Tammy Beal said the door installation will begin on Tuesday. No action required at this time.

POVERTY EXEMPTION GUIDELINES

Bob Hanvey said that although the board members reviewed the guidelines at the December meeting, a resolution is required. Scott Lloyd motioned to adopt a resolution to approve the guidelines for the 2012 income and asset tests, as presented. Travis Hodge seconded. Roll call vote: Beal, Andersen, Hodge, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

COUNTY FARM ROAD INVOICE

Travis Hodge motioned to approve payment of the Livingston County Road Commission final invoice for County Farm Road in the amount of \$18,280.01. Les Andersen seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Hodge, Andersen—all yes. **Motion carried 7-0.**

PA 152 HEALTH INSURANCE

After discussing the four possible options, Travis Hodge motioned to adopt a resolution to opt out of Public Act 152 of 2011. Les Andersen seconded. Roll call vote: Hodge, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Resolution passed 7-0.**

HPS 2012 SUMMER TAX COLLECTION AGREEMENT

Paula Wyckoff motioned to adopt the Annual Summer Tax Resolution, as presented by Howell Public Schools. Travis Hodge seconded. **Motion carried 7-0.**

LOWE LAWSUIT

Information on this item is included in the packet.

CORRESPONDENCE/UPDATES

Pending Litigation

Bob Hanvey said the final paperwork has been received on Highland.

Ms. Prusak's attorney would like to continue negotiations with the board; the previous agreement was rejected by the board. The trial begins in 4-6 weeks.

Coon Lake SAD: An invoice from Neil Goodman is included in the packet for work on the Coon Lake SAD. Les Andersen motioned to approve the invoice from The Goodman Law Group for \$1,093.75. Tammy Beal seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Hodge, Andersen, Beal, Hanvey—all yes. **Motion carried 7-0.**

Liquor License: A letter is included in the packet from the Michigan Liquor Control Commission informing the township of two additional full year on-premises licenses, based on the data from the 2010 census. Dan Lowe updated the board members on the Mason Road sewer pump station parking area. He's waiting to hear from the LCRC.

Bob Hanvey told the board members that long-time resident Barney Cole passed away this week. The clerk and treasurer are collecting for a memorial brick.

CALL TO THE PUBLIC

No response.

CHESTNUT CLOSED SESSION

At 8:25 pm, Tammy Beal motioned to go into a closed session to consult with the township attorney regarding the Chestnut case on settlement strategy in connection with specific pending litigation because discussion during an open meeting would have a detrimental financial effect on the litigation or settlement position of the township. Les Andersen seconded. Roll call vote: Hodge, Beal Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Motion carried 7-0.**

Motion by Les Andersen to come out of closed session at 8:40 pm. Tammy Beal seconded. Roll call vote: Hanvey, Wyckoff, Hodge, Beal, Andersen, Lowe, Lloyd,—all yes. **Motion carried 7-0.**

Motion by Paula Wyckoff to have township's attorney proceed as directed in closed session. Tammy Beal seconded. Roll call vote: Hodge, Beal Andersen, Lowe, Lloyd, Hanvey, Wyckoff—all yes. **Motion carried 7-0.**

ADJOURNMENT

Motion by Tammy Beal at 8:42 pm to adjourn. Les Andersen seconded. **Motion carried 7-0.**

**MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 9, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, and Paula Wyckoff

MEMBERS ABSENT: Travis Hodge

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Tammy Beal asked to have an item added before the tractor pull for Trustee. Les Andersen motioned to approve the agenda as amended. Tammy Beal seconded. **Motion carried 6-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. **Motion carried 6-0.**

TRUSTEE

Tammy Beal read a resignation letter from Travis Hodge, who has moved out of the community, effective February 6, 2012. Les Andersen motioned to accept the resignation from Trustee Travis Hodge. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen—all yes. **Motion carried 6-0.**

The board has 45 days to fill the position, and there are no statutory requirements with regard to the procedure for filling the vacancy. Mrs. Beal read a letter from Jim Murray expressing his desire to fill the position. Scott Lloyd asked if it had to be publicized—the answer was no. Bernie Gerecke said she is also interested in the position, but was unaware of the opening. Scott Lloyd motioned to advertise the vacancy in the Livingston County Press, the township's website, and WHMI. Resumes will be due by March 1 at noon for inclusion in the March 8 board packets. Les Andersen seconded. **Motion carried 6-0.**

GARDEN TRACTOR PULL

Tammy Beal updated the board on this item.

CRYSTALWOOD/FOXFIRE

Bob Hanvey updated the board on this item. A meeting was held with MHOG and Tetra Tech this week. More information will be available at Wednesday's MHOG meeting.

NEWMAN REU TRANSFER

Les Andersen motioned to adopt a resolution to move the REU from Parcel #4710-01-300-003 to Parcel #4710-02-400-004, after it's paid in full. Tammy Beal seconded. Roll call vote: Wyckoff, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 6-0.**

HOMETOWN AGREEMENT

A letter from Mike Kehoe regarding the sales agreement is included in the packet. Bob Hanvey said another draft of the agreement will be available in two weeks.

TOWNSHIP ROADS

Tammy Beal reported that she talked with both Dave Barr from Advance Dust Control and Michigan Chloride, and they will provide quotes for dust control. Tammy Beal will also contact Hitchcock for price information (**AI #1.**) Also, Tim Johnson from the LCRC asked what the township's plans are for road work. Board members discussed Peavy from Tracilee to Mason or Cedar Lake from Jewell to Norton. Dan Lowe said the paved portion of Cedar Lake Road can be repaired, and Ken Recker has a DEQ permit to correct the flow of the river at Peavy Road.

COON LAKE SAD INVOICE

Bob Hanvey said a letter went to the aquatic weed control SAD participants about payment of the Goodman invoice. Les Andersen motioned to pay the invoice from The Goodman Law Group in the amount of \$3,412.50 from the SAD fund. Scott Lloyd seconded. Roll call vote: Beal, Andersen, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 6-0.**

ELECTION ASSISTANT APPROVAL

Les Andersen motioned to authorize the clerk to hire Gary Beal as an election assistant for the February 28 election. Paula Wyckoff seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Andersen—all yes.

Motion carried 6-0.

CORRESPONDENCE/UPDATES

Bob Hanvey said he visited the Copperfield site with Vito Serra, who's working in Crystalwood. Minutes from the Copperfield Homeowner's Association meeting are included in the packet.

Tammy Beal said John Enos provided information on private cemeteries, and they are required to be a minimum of 20 acres.

Bob Hanvey said a call was received from the bank for Marion Oaks to discuss the township's interest.

The County Board of Commissioners passed a resolution to alter the 2002 through 2007 chargeback interest rate from 1% to 1/2% per month. As a result, the township will save money on payback of reimbursement for special assessments.

An annual pipeline safety program is scheduled for February 21 in Lansing. If interested, Bob Hanvey has the details.

Representatives from the City of Howell will meet at the township next week regarding sewer rates.

Les Andersen reported that Livingston County Animal Control has new guidelines and they have been attending dog shows and picking up business cards from local residents.

The Livingston County Planning Department will have a presentation on the Parks & Recreation master plan on Wednesday, February 15, 7:30 pm, in the board room at the county administrative offices.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:30 pm. Tammy Beal seconded. **Motion carried 6-0.**

**BOARD OF TRUSTEES
MINUTES
FEBRUARY 23, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Helen Haessly, one of the candidates for the trustee position, introduced herself to the board members. Fire Chief Andy Pless was present to discuss the fire millage proposal in the upcoming election. The HAFA is asking to replace the 1.1 mills with 1.5. Chief Pless encouraged everyone to vote on Tuesday.

APPROVAL OF AGENDA

Bob Hanvey asked to have two items added: #9—Board of Review Letter Appeals Resolution, and #10—Procedure for Trustee Evaluation. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 6-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Tammy Beal seconded. **Motion carried 6-0.**

COPPERFIELD REPRESENTATIVE

Richard Newman, president of the Copperfield Homeowner's Association, was present to ask for the board's input on the emergency exit in Copperfield. Bob Hanvey said the township is the successor developer. Information from the attorney on the funding options will be presented at the next meeting.

CRYSTALWOOD/FOXFIRE

Bob Hanvey said that he, Tammy Beal and Gary Markstrom met with Mr. Doyen regarding an easement. Bob Hanvey said the balance on Mr. Doyen's water REU is approximately \$1,000 and suggested the township could pay it off as compensation for the easement. Les Andersen motioned to adopt a resolution to have the engineer and attorney prepare an easement document. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen—all yes. **Resolution passed 6-0.**

HOMETOWN PURCHASE AGREEMENT

An updated agreement will be presented at the next board meeting.

SAD REIMBURSEMENTS

Paula Wyckoff motioned to adopt a resolution to request the Livingston County treasurer to withhold reimbursements for the Mitch Harris parcels listed on the handout. Les Andersen seconded. Roll call vote: Wyckoff, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 6-0.**

TOWNSHIP ROADS

Quotes from Michigan Chloride, Advanced Dust Control, and MBH are included in the packet. Dan Lowe said the first application of the season should be the entire township, then as needed for subsequent applications. Tammy Beal will confirm with Michigan Chloride that they can do five miles at a time as opposed to the entire township (**AI #1**) for the remainder of the applications. She will also ask Tim Johnson how many gallons of salt brine are normally used on the roads (**AI #2**.)

MARION OAKS

Nothing has been paid yet on this parcel's property taxes; they have until March 31, 2012. Bob Hanvey said an appraiser for the bank has been collecting information.

BOARD OF REVIEW LETTER APPEALS RESOLUTION

Paula Wyckoff motioned to adopt a resolution to allow Marion Township residents and non-residents with property in Marion Township to file an appeal by letter to the Board of Review that will preserve their right to appeal to the Michigan Tax Tribunal. The letter must arrive at the township by 5:00 pm on March 14, 2012. Tammy Beal seconded. **Resolution passed 6-0.**

TRUSTEE EVALUATION

Seven resumes have been received to date. Tammy Beal will inform the applicants via email that they will be given the opportunity to make a one-minute statement to the board at the March 8 meeting and asked questions by the board members (**AI #3**.)

CORRESPONDENCE/UPDATES

Pending Litigation: The Prusack hearing has been postponed for one week.

The meeting with the City of Howell regarding sewer rates was cancelled; however, Bob Hanvey said Shea Charles indicated they would be requesting a substantial increase.

Included in the packet is a letter from the Michigan Water Environment Association announcing Greg Tatara as the Public Utility Management Professional of the Year.

Tammy Beal said she received a master plan amendment from the City of Howell, which is available in her office for review and comment. Comments are due to Erin Perdu by March 8.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:31 pm. Scott Lloyd seconded. **Motion carried 6-0.**

**BOARD OF TRUSTEES
MINUTES
MARCH 8, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Les Andersen motioned to approve the agenda as presented. Paula Wyckoff seconded. **Motion carried 6-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. **Motion carried 6-0.**

HAPRA BUDGET

Deb Mikula, Director of Howell Area Parks & Recreation Authority, was present for this agenda item. Paula Wyckoff motioned to approve the 2012-13 proposed budget as presented. Les Andersen seconded. **Motion carried 6-0.**

COPPERFIELD EMERGENCY GATE

Bob Hanvey reported the attorney confirmed that general funds can be used to make necessary repairs. Board members will investigate the site again and talk with residents; there was no objection to using general fund money for the repairs.

CRYSTALWOOD/FOXFIRE

Bob Hanvey reported on his meeting with Mr. Doyen, who would like stronger language with regard to repairing any damage that may be done. This will be presented at the next meeting.

HOMETOWN AGREEMENT

Les Andersen motioned to adopt a resolution to accept the proposed agreement and authorize the supervisor and clerk to sign. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen—all yes. **Resolution passed 6-0.**

TOWNSHIP ROADS

Tammy Beal received an email from Michigan Chloride, who indicated that after the initial complete application, they can do less than the entire township; Tim Johnson of the LCRC indicated that he can't guarantee the graders will be available on an as-needed basis. Les Andersen motioned to accept the proposal from Michigan Chloride for 2012 dust control. Paula Wyckoff seconded. Roll call vote: Wyckoff, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 6-0.**

MARION OAKS

No new information available on this item; however, the taxes have not been paid.

BUDGET

Bob Hanvey reviewed the budget summary for the allocation board, which is included in the packet.

TRUSTEE APPOINTMENT

Tammy Beal said that Helen Haessly withdrew her application from consideration. The seven applicants—Ronald Lawhead, Marcus Wilcox, Robert Peter, David Hamann, James Murray, Bernie Gerecke, and Larry Grunn—were present. Les Andersen asked the applicants if they have flexibility in their schedules for trustee duties during the day; all of the applicants indicated yes.

Paula Wyckoff motioned to nominate James Murray to fill the vacant trustee position through November, and thanked all of the applicants for their interest. Scott Lloyd seconded. Roll call vote: Beal, Andersen, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 6-0.**

As a result of Mr. Murray becoming a trustee, there is now a vacancy on the Planning Commission. Bob Hanvey asked that applicant's name be forwarded to him for this board's approval.

CORRESPONDENCE/UPDATES

Tammy Beal provided the board members with information on the recent election.

Daylight Savings Time begins this Sunday at 2 am.

The Board of Review is in session Monday-Wednesday, March 12-14.

A Heritage Days meeting is scheduled for Monday, March 12 at 7 pm.

For those trustees with funds still in their Flexible Savings Account, it needs to be spent by the end of March.

CALL TO THE PUBLIC

Dave Barr from Advanced Dust Control introduced himself and said his company now has double the equipment, and offered his services to the township.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:25 pm. Tammy Beal seconded. **Motion carried 6-0.**

**BOARD OF TRUSTEES
MINUTES
MARCH 22, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Jim Murray, Tammy Beal, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Welcome new Trustee Jim Murray to the Marion Township Board.

APPROVAL OF AGENDA

Bob Hanvey added Roads, Hometown Escrow Agreement and to move the closed session to after the last call to the public. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. **Motion carried 7-0.**

COPPERFIELD EMERGENCY GATE

Need to remove garbage and repair gate. Dan Lowe estimated approximately 100 yards of fill for sides of the gate. He will check into prices before the next meeting. **(Action Item #1)**

CRYSTALWOOD/FOXFIRE

Mr. Doyen has signed the Easement Agreement pertaining to him. Bob Hanvey passed out the Easement agreement between Dan Lowe and Marion Township. Dan Lowe should come in and sign his portion and have it notarized. **(Action Item #2)**

Tetra-Tech will be asked to send out plans for bids. Motion to approve by Les Andersen, seconded by Paula Wyckoff. **Motion carried 7-0.**

PLANNING COMMISSION APPOINTMENT

Jim Murray has to step down from the Planning Commission because of his appointment to the Board of Trustees. Bob Hanvey nominated Charles Musson to the Planning Commission. Motion by Jim Murray to appoint Charles Musson to the Planning Commission, Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray-all yes. **Motion carried 7-0.**

MICHIGAN LIQUOR CONTROL

Les Andersen motioned to adopt a Resolution to allow Heritage Days to have a wine and beer tasting event. Paula Wyckoff seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe-all yes.

Resolution passed 7-0.

Les Andersen motioned to adopt a resolution that the organization, through its duly authorized officers, make application to the Michigan Liquor Control Commission for a Special License for the sale of beer and wine samples, for consumption on the premises to be in effect Saturday, June 9, 2012 from 6-10 pm at the Marion Township grounds, 2877 West Coon Lake Road, Howell, MI 48843. Paula Wyckoff seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd-all yes. **Resolution passed 7-0.**

ELECTRICAL UPGRADE

Motion by Les Andersen to approve of Tri Star Electrical installing two new dedicated 120-volt, 20-amp circuits to the northeast corner of the fire station. Tammy Beal seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen-all yes. **Motion carried 7-0.**

MARION TOWNSHIP ROADS

Brine for dust control was discussed, it was decided to wait and see when it should be applied.

HOMETOWN ESCROW AGREEMENT

Les Andersen motioned to accept the proposed escrow agreement and authorize the supervisor and clerk to sign. Scott Lloyd seconded. Roll call vote: Murray, Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen—all yes.

Motion carried 7-0.

CORRESPONDENCE/UPDATES

Resignation letter was passed out from Assessor Victoria Moellman. Motion by Les Andersen to accept Assessor Victoria Moellman’s resignation, seconded by Paula Wyckoff. **Motion carried 7-0.**

Treasurer settled with the County and 93% of the taxes have been collected.

Park Meeting will be held at 6 pm on March 27, 2012.

CALL TO THE PUBLIC

None heard.

CLOSED SESSION

Les Andersen motioned to go into a closed session at 8:12 pm to consult with our attorney regarding the Prusak mediation in connection with specific pending litigation because an open meeting would have a detrimental financial effect on the mediation or settlement position of the township. Paula Wyckoff seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff- all yes. **Motion carried 7-0.**

Les Andersen motioned to come out of closed session at 8:32 pm. Paula Wyckoff seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey-all yes. **Motion carried 7-0.**

ADJOURNMENT

Jim Murray motioned to adjourn at 8:33 pm. Les Andersen seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
APRIL 12, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Bob Hanvey asked to have item #14 added regarding Crystalwood manhole. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. **Motion carried 7-0.**

HOWELL AREA FIRE AUTHORITY 2012-12 PROPOSED BUDGET

Ron Hicks, Deputy Fire Chief, was present to answer any questions. Jim Murray motioned to approve the 2012-13 Howell Area Fire Authority proposed budget as presented. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Murray, Andersen—all yes. **Motion carried 7-0.**

COPPERFIELD

Bob Hanvey presented updated topographical maps, and the board needs to decide how much to charge for lots and whether all lots should be priced the same. Herb and Carlene Fisher were present and are interested in several lots. Board members also discussed who would be the successor developer and association dues. Les Andersen motioned to price the lots at \$15,000 each, contingent on information from the attorney that the township would not be liable for association dues. Paula Wyckoff seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

COON LAKE UPDATE—GOODMAN INVOICE

Bob Hanvey said evidence is due from both sides by April 18, and the hearing will be the beginning of May. Les Andersen motioned to approve the invoice from The Goodman Law Group for \$1095. Tammy Beal seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

CONTINUING DISCLOSURE

Information on this item is included in the packet.

COMMUNICATIONS CAPITAL GROUP

Jim Murray motioned to decline the offer from Communications Capital Group to purchase the cell tower lease. Paula Wyckoff seconded. **Motion carried 7-0.**

ASSESSING

Information is included in the packet on hiring a company to perform assessing duties on a contractual basis. After discussion, Les Andersen motioned to advertise for a full-time Advanced Assessing Officer in appropriate

publications. Tammy Beal seconded. Roll call vote: Hanvey—yes; Lowe—no; Wyckoff—yes; Beal—yes; Lloyd—no; Wyckoff—yes; Murray—yes. **Motion carried 5-2.**

SPARK

Tammy Beal motioned to table this item until the next board meeting and invite representatives from the EDC and SPARK to attend; questions from the board members should be submitted by Thursday, April 20 for inclusion in the board packets. Les Andersen seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Motion carried 7-0.**

PARK ADVISORY COMMITTEE OFFICERS

Les Andersen motioned to approve the officers nominated by the Park Advisory Committee. Scott Lloyd seconded. **Motion carried 7-0.**

Tammy Beal motioned to approve the goals established by the Park Advisory Committee. Les Andersen seconded. **Motion carried 7-0.**

PAYMENT PRE-APPROVAL/GAZEBO AREA MOWING

Tammy Beal said PE's Lawn & Landscapes gave a price of \$35 for mowing the gazebo area. Scott Lloyd motioned to have the area around the gazebo added to the contract with PE's. Les Andersen seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Motion carried 7-0.**

Paula Wyckoff motioned to adopt a resolution requiring Board pre-approval of all projects. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

PRUSAK CASE

Jim Murray motioned to decline the offer from Ms. Prusak's attorney to amend the agreement. Les Andersen seconded. **Motion carried 7-0.**

ITC RESOLUTION

Scott Lloyd motioned to adopt a resolution thanking ITC for its contribution to the township. Paula Wyckoff seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

CRYSTALWOOD MANHOLE

Bob Hanvey reported there is a manhole cover about 6" above grade at 220 Crystal Court. Dan Lowe will follow up with the owner (AI #1.)

CORRESPONDENCE/UPDATES

Pending Litigation: No new information.

The front page of the bid packet for the Crystalwood/Foxfire water connection was given to the board members; the entire packet is available for review in the clerk's office. Bid opening is Tuesday, April 17 at 2 pm at the township hall.

A Heritage Days meeting is scheduled for Monday, April 16 at 7 pm.

Advantage Livingston meeting is Thursday, April 19 at 7:30 am.

The dirt has been delivered to the Copperfield gate area; the junk is still there. Scott Lloyd will have a bid by Thursday, April 19.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 9:15 pm. Tammy Beal seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
APRIL 26, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Paula Wyckoff motioned to approve the agenda as presented. Les Andersen seconded. **Motion carried 7-0.**

CONSENT AGENDA

Les Andersen motioned to approve the consent agenda. Paula Wyckoff seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

EDC/SPARK

Mike Kennedy was present on behalf of the EDC, as well as county commissioner Steve Williams. Dan Lowe motioned to approve the agreement with the Economic Development Council of Livingston County for \$8,000 per year for three years, and authorize the clerk and supervisor to sign the agreement, with changes to item #8 from first day of October to last day of October and the mailing address for the EDC changed to 218 E. Grand River, Brighton, MI. Paula Wyckoff seconded. Roll call vote: Wyckoff—yes; Murray—yes; Hanvey—yes; Lloyd—yes; Beal—yes; Andersen—no; Lowe—yes. **Motion carried 6-1.**

CRYSTALWOOD/FOXFIRE WATER MAIN BIDS

Les Andersen motioned to authorize the contract between MHOG and ET MacKenzie in the amount of \$79,997.65. Tammy Beal seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

COPPERFIELD

A tentative offer has been received for nine lots. Mike Kehoe will prepare a standard purchase agreement. An estimate was received from TL's Excavating for gate repair, trash removal and creating a berm at Copperfield. Tammy Beal motioned to accept the estimate from TL's Excavating for \$750. Les Andersen seconded. Roll call vote: Hanvey—yes; Lowe—yes; Wyckoff—yes; Beal—yes; Lloyd—abstain; Murray—yes; Andersen—yes. **Motion carried 6-0** (1 abstention.)

ASSESSING

Paula Wyckoff said that MTA said the ad and job description for a Michigan Advanced Assessing Officer (MAAO) should be approved by the board. Tammy Beal said to advertise in the MTA or MAA publications would take too much time, and suggested the ad be placed on the MTA and MAA websites, in the local paper, and on the township's website.

Dan Lowe motioned to hire a contract assessor and use the savings for road improvements. Scott Lloyd seconded. **Motion withdrawn.**

Jim Murray motioned to approve the ad as presented. Les Andersen seconded. Murray—yes; Beal—yes; Andersen—yes; Lowe—no; Hanvey—yes; Lloyd—no; Wyckoff—yes. **Motion carried 5-2.**

Jim Murray motioned to approve the job description as presented. Tammy Beal seconded. Roll call vote: Lowe—no; Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Motion carried 6-1.**

Tammy Beal motioned to set the salary at \$26-33 per hour for 32-hour work week plus normal staff benefits. Les Andersen seconded. **Motion carried 5-2** (Lowe/Lloyd).

Dan Lowe motioned to hire a contract assessor as presented by HSC with the option to change the contract as required, and not hire a full-time assessor, and use the savings for roads. Scott Lloyd seconded. Roll call vote: Wyckoff—no; Murray—no; Hanvey—no; Lloyd—yes; Beal—no; Andersen—no; Lowe—yes. **Motion failed 2-5.**

TOWNSHIP ROADS

Dan Lowe updated the board members on water issues on Dutcher Road (Pingree/Dutcher area). The estimate to repair is \$700-1000, which would be split with Iosco Township. The LCRC will furnish the culvert.

Dan Lowe motioned to send not more than \$400 to Iosco Township for repairs to relieve flooding in Marion. Jim Murray seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

Board members discussed possible areas needing repair: Peavy from Mason to Tracilee; Cedar Lake from Jewell to Norton; limestone on Triangle Lake Road from D-19 to South Oaks; County Farm (near Gillette property.) Scott Lloyd said the County Farm repair should be maintenance; Bob Hanvey will contact the LCRC (**AI #1.**)

Jim Murray motioned to have dust control applied for the entire township as soon as possible. Les Andersen seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Motion carried 7-0.**

Tammy Beal will contact the LCRC to make arrangements (**AI #2.**)

PRUSAK CASE

Bob Hanvey said the only changes to the agreement were regarding the notification procedure.

TIME PAYMENTS FOR SPECIAL ASSESSMENTS

Bob Hanvey motioned to postpone this item until the next meeting. Paula Wyckoff seconded.

Motion carried 7-0.

CANDIDATE POLICIES

Tammy Beal motioned to approve the policy as presented. Les Andersen seconded. **Motion carried 7-0.**

HERITAGE DAYS VOLUNTEERS

Tammy Beal said she needs volunteers for Heritage Days and encouraged the board members to participate.

CORRESPONDENCE/UPDATES

Dan Lowe said the estimate from Erv Suida for the Crystalwood manhole repair is \$750-850, and he suggested splitting the cost with the homeowner. Les Andersen motioned to approve up to \$450 for the manhole repair at 220 Crystal Court. Scott Lloyd seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Motion carried 7-0.**

Pending Litigation: Bob Hanvey said the tribunal dismissed all but three of the Coon Lake Aquatic Weed Control SAD appeals. Nothing has been submitted for those three; the deadline was April 18.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 9:32 pm. Jim Murray seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
REGULAR MEETING
MAY 10, 2012**

MEMBERS PRESENT: Bob Hanvey, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: Scott Lloyd

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Jim Murray motioned to approve the agenda as presented. Les Andersen seconded. **Motion carried 6-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. Roll call vote: Lowe, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 6-0.**

TIME PAYMENTS FOR SPECIAL ASSESSMENTS

Bob Hanvey presented the board with a policy used by Brighton Township. Les Andersen had concerns about this policy being used for private road assessments; Supervisor Hanvey said his recommendation would be to use it for sewer and water only. The township would have no obligation to fund a special assessment over time, but would have the option. Jim Murray and Les Andersen asked if other townships have similar policies. Bob Hanvey will investigate (AI #1.)

Paula Wyckoff motioned to postpone this item. Les Andersen seconded. **Motion carried 6-0.**

CRYSTALWOOD SPECIAL ASSESSMENTS

A handout is included in the packet regarding this agenda item. Dan Lowe said the roads already need repair; the public portion needs to be capped. The township has about \$17,000 in the escrow account that could be used to finish the water connection as shown on the site plan. Passing the remaining cost to the developer would require a change to the Sewer & Water general ordinance. Les Andersen motioned to have the attorney change the language in the Sewer & Water general ordinance. Tammy Beal seconded. **Motion carried 6-0.**

CEMETERY PRESERVATION COMMITTEE OFFICERS

Les Andersen motioned to appoint Karl Bohn as chairperson for the Cemetery Preservation Committee. Tammy Beal seconded. **Motion carried 6-0.**

Paula Wyckoff motioned to appoint Bob Brown as vice chairperson for the Cemetery Preservation Committee. Les Andersen seconded. **Motion carried 6-0.**

Les Andersen motioned to appoint Tammy Beal as secretary for the Cemetery Preservation Committee. Paula Wyckoff seconded. **Motion carried 6-0.**

ASSESSING

An ad for the assessing position has been placed on the MTA and MAA websites, the township's website, and published in the local paper. Jim Murray suggested a three-person committee to review the resumes and conduct preliminary interviews. Dan Lowe said he wants to see all of the applicants. Resumes are due by May 31. Bob Hanvey asked the board for authorization to hire someone on a temporary basis to help out for the tax

bill period; he estimates five days between now and July 1. This amount is within the spending limit set for the supervisor, so no action is required.

Bob Hanvey said that the assessing assistant is doing work beyond the skill level of what she was hired for and she is doing extra work that she should be compensated for. Jim Murray motioned to increase the hourly salary to \$18 per hour, retroactive to April 4, 2012. Tammy Beal seconded. Roll call vote: Wyckoff, Murray, Hanvey, Beal, Andersen—all yes; Lowe—no. **Motion carried 5-1.**

TOWNSHIP ROADS

Bob Hanvey said the residents of Bonnie Circle have approached the township about funding a special assessment for the roads. A notice was sent to property owners and a meeting is scheduled for Monday, May 14. After discussion, the board agreed to offer financing without interest, with no contribution from the township. Estimates were received from the Livingston County Road Commission for three projects: Triangle Lake from D-19 to South Oaks, Peavy Road from Tracilee to M-155, and Cedar Lake Road from Jewell to Norton. The board members discussed the various options presented.

Dan Lowe suggested asking the Howell Nature Center to contribute to dust control due to the large volume of traffic it generates. Dan Lowe will contact Dick Grant from the Howell Nature Center and ask for \$1000 toward dust control (AI#2.) Mr. Lowe will also contact Tim Johnson from the LCRC regarding Triangle Lake Road issues (AI #3.)

Les Andersen motioned to approve Option #2 for Peavy Road and Option #2 for Cedar Lake Road, per the estimates from the Livingston County Road Commission. Jim Murray seconded. Discussion: Dan Lowe would like clarification on how the 2" referred to in Option #2 for Cedar Lake Road is determined, and also would like to know who did the work on Chase Lake Road. Mr. Lowe will follow up with Tim Johnson from the LCRC (AI #4.) Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey—all yes. **Motion carried 6-0.**

GOODSELL PARK ESTIMATE

Jim Murray motioned to table this item until more information is available. Tammy Beal seconded. **Motion carried 6-0.**

PLANNING COMMISSION REAPPOINTMENT

Bob Hanvey recommended the reappointment of Jean Root to the Planning Commission for another three-year term. Les Andersen motioned to approve the recommendation of the township supervisor. Tammy Beal seconded. **Motion carried 6-0.**

CORRESPONDENCE/UPDATES

Bob Hanvey reported that the remaining three appeals for the Coon Lake Aquatic Weed Control special assessment have been voluntarily withdrawn.

Included in the packet is a handout on the county tax allocation; Livingston County has the lowest rate in the state.

A brown bag lunch on "Placemaking with Greenways and Bicycle Facilities" is scheduled for May 23 at noon at Lindhout Associates in Brighton.

Information has been received from the township attorney on the Copperfield purchase agreement.

A Community Sale/Shred Event is scheduled for May 19 at the township hall.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 9:28 pm. Tammy Beal seconded. **Motion carried 6-0.**

**BOARD OF TRUSTEES
MINUTES
MAY 24, 2012**

MEMBERS PRESENT: Bob Hanvey, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, Paula Wyckoff, and Scott Lloyd

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Les Andersen motioned to approve the agenda as presented. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

COPPERFIELD SIGNS

Tammy Beal motioned to approve up to \$200 for two signs, one post, and installation at Copperfield. Les Andersen seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

BONNIE CIRCLE RESOLUTION

Tammy Beal motioned to adopt a resolution to schedule a public hearing for the Bonnie Circle Paving Special Assessment District Creation as presented. Les Andersen seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

ASSESSING

Tammy Beal reported that four resumes have been received; the deadline for submission is May 31. Jim Murray said he felt the interview process should be done with the supervisor, clerk, and treasurer because they will work with the assessor on a daily basis. Recommendation would be brought to the board for approval. Jim Murray motioned that the interviewing of applicants for the assessor position be done by the supervisor, clerk, and treasurer in a closed meeting and have them bring recommendations back to the board for approval. Tammy Beal seconded. Discussion: Scott Lloyd said he thinks the entire board should conduct interviews; he asked if they would at least see the resumes. Jim Murray said yes, just not a public interview process. Roll call vote: Hanvey—yes; Lowe—no; Wyckoff—yes; Beal—yes; Lloyd—no; Murray—yes; Andersen—yes. **Motion carried 5-2.**

TOWNSHIP ROADS

The board members discussed the revised estimate for Triangle Lake Road repairs. Dan Lowe reported that he spoke with the director of the Nature Center, who wasn't willing to contribute to dust control costs. Traffic counts from the road commission show that 925 out of 2600 cars over a three-day period were attributed to the Nature Center. After discussion, Scott Lloyd motioned to accept the second proposal from the Livingston County Road Commission for Triangle Lake Road repairs in the amount of \$40,000 and address additional repairs next year. Dan Lowe seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Motion carried 7-0.**

PARK #1 TREE RINGS

A handout is included in the packet. Tammy Beal motioned to have tree rings installed by Goodsell totaling \$605. Les Andersen seconded. Discussion: Dan Lowe said if the lawn service damages a tree again, they should pay for it. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Motion carried 7-0.**

Paula Wyckoff asked about getting a bid on having the cattails sprayed in the gazebo pond. Dan Lowe suggested talking with Don McGowan.

TOWNSHIP FACILITIES IMPROVEMENTS

Dan Lowe will contact D&H Asphalt and Tom Rogers regarding the parking lot (**AI #1.**) Tammy Beal will check on what the cost was last time (**AI #2.**)

Board members discussed removing the shrubs in front of the building, and installing a bench. Funds are available from an ITC donation. Tammy Beal will put information in the next packet.

The budget meeting is in three weeks, and Bob Hanvey asked if there are items to be included in the budget.

Mr. Hanvey mentioned staff increases, Parks & Rec, and Jewell Road improvements. Les Andersen said he felt the township may be interested in expanding Lakeside Cemetery and funds should be set aside in case the property becomes available. Mr. Hanvey said the township used to budget \$25,000 per year for parks. Dan Lowe felt those funds should go to road improvements. Jim Murray felt that roads and salaries are important.

Mr. Hanvey said the budget will be presented at the June 14 meeting, and approved at the June 28 meeting.

Tammy Beal said there is a pile of debris past the gazebo from the County Farm Road repairs that could be hazardous, especially during Heritage Days. Dan Lowe will discuss possible remedies with Jack Lowe. Les Andersen motioned to authorize up to \$500 to facilitate this project out of the general fund. Jim Murray seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

Scott Lloyd asked if signs will be put up that the disc golf course will be closed during Heritage Days; Tammy Beal said they were just put up.

CORRESPONDENCE/UPDATES

Information was passed out regarding the recent visit to Creature Comforts.

A letter is included in the packet from HCC regarding denial of a claim.

Bob Hanvey updated the board members on property on Lydia Lane that is involved in litigation and the township may have to create a nonconforming parcel.

The Crystalwood/Foxfire water main connection project has started.

Bob Hanvey said a developer asked about redoing the Crystalwood plan, and there may be issues related to the Condominium Act.

The redemption period for the Marion Oaks property is not over.

A list of vacant property in the township up for auction is in the packet; none of the parcels include sewer/water. A letter was received regarding an old barn on County Farm Road and possible danger it may pose. Bob Hanvey said the township could contact the Livingston County Building Department.

CALL TO THE PUBLIC

Richard Newman, 1587 Villa View Lane, was present on behalf of Copperfield. He thanked the board for its assistance with the emergency exit, and asked if signs could be put up. Bob Hanvey said the board approved funds for two signs earlier in the meeting. Mr. Hanvey also advised Mr. Newman to contact the Sheriff's Department prior to installing the Neighborhood Watch signs.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:58 pm. Tammy Beal seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
JUNE 14, 2012**

MEMBERS PRESENT: Bob Hanvey, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, Paula Wyckoff, and Scott Lloyd

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Bob Hanvey asked to have item #10—Hometown Purchase Agreement Modification, added to the agenda. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

BUDGET HEARINGS

The public hearing on the millage rate was opened at 7:32 pm. Bob Hanvey said the millage rate has not changed from 0.8216. No comments from the public and the hearing was closed at 7:33 pm.

Bob Hanvey opened the budget public hearing.

Bruce Love, 2876 Cedar Lake Road, questioned the board members about employee benefits. He feels that township trustees should get either a salary or benefits, but not both. Lee Posley, 539 Bonnie Circle, questioned the \$500,000 for roads, and asked how much, if any, of that is for Bonnie Circle. Les Andersen responded that those funds are for repairs on Cedar Lake Road, Peavy Road, and Triangle Lake Road. Mr. Posley said that the engineer from the LCRC stated that the erosion is their fault. Lynn Gates, 332 Bonnie Circle, said her property was previously damaged during construction and she was not satisfied with the repairs. Jamie Cullip, 311 Bonnie Circle, said the gravel trains using Bonnie Circle as a turn-around during construction are directly to blame for the failure of the road.

Bob Hanvey closed the public hearing at 7:55 pm.

Mr. Hanvey asked board members for any comments on the proposed budget. Scott Lloyd said he doesn't feel the township should contribute \$100,000 to HAPRA, and that the \$25,000 transfer into the Parks Fund should be put in an account so the funds could be used for something other than parks if necessary.

Jim Murray asked about the mortgage payment, which has been paid off.

Mr. Hanvey said the \$8,000 for EDC funding was not included, and will be in the final proposed budget at the next meeting.

Mr. Hanvey suggested pay increases for the Deputy Clerk and secretary to bring them in line with the DPW Coordinator's pay rate.

Bob Hanvey motioned to increase the funding to HAPRA to \$100,000 as a benefit to residents of the township. Paula Wyckoff seconded. Roll call vote: Wyckoff—yes; Murray—no; Hanvey—yes; Lloyd—no; Beal—yes; Andersen—no; Lowe—no. **Motion failed 3-4.**

Scott Lloyd motioned to reduce the transfer to the Park Fund to \$0 and to create a new fund for Land Acquisitions and fund with \$25,000. Tammy Beal seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

PUBLIC HEARING FOR BONNIE CIRCLE

The Bonnie Circle public hearing was opened at 8:11 pm. The residents said most of their concerns were discussed earlier. Dan Lowe said he doesn't feel the road failure is due to gravel trains, as the road was built to county specs. The board members discussed contributing a portion to the Bonnie Circle repairs; in addition to charging 0% interest, the board members also discussed contributing 10%, not to exceed \$15,000. Dan Lowe said he will look at Bonnie Circle and Hardman prior to the next meeting (**AI #1.**)

Bob Hanvey told the residents in attendance that objections to creation of the special assessment district need to be submitted prior to the end of this public hearing. Forms were made available. No objections were received. Mr. Hanvey closed the public hearing at 8:45 pm.

Tammy Beal motioned to adopt the resolution to create the Bonnie Circle Road Maintenance Special Assessment District, as amended to correct project name. Les Andersen seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt the resolution to schedule a public hearing on the assessment roll for the Bonnie Circle Road Maintenance Special Assessment District, as presented, for July 12. Les Andersen seconded. Roll call vote: Andersen, Murray, Lloyd, Beal, Wyckoff, Lowe, Hanvey—all yes. **Resolution passed 7-0.**

ASSESSING

The resumes will be available for review in the clerk's office beginning Monday.

TOWNSHIP ROADS

Three contracts from the LCRC are included in the packets. Dan Lowe said the contracts for Cedar Lake Road and Peavy Road aren't the standard contracts.

Scott Lloyd motioned to adopt a resolution authorizing the clerk and supervisor to sign the LCRC contract for Triangle Lake Road repairs. Paula Wyckoff seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt a resolution to accept the contracts from the LCRC for Cedar Lake Road and Peavy Road, as amended to remove unlimited township obligation. Paula Wyckoff seconded. Roll call vote: Lowe, Andersen, Beal, Murray, Hanvey, Lloyd, Wyckoff—all yes. **Resolution passed 7-0.**

TOWNSHIP FACILITIES IMPROVEMENTS

Tammy Beal asked about the drainage issues; Scott Lloyd said drainage shouldn't affect Area D on the diagram and could proceed. Tammy Beal will check where the drain goes, and will proceed with getting the bushes in Area D removed (**AI #2.**)

ZBA REPORT

Dan Lowe reported the ZBA met on June 4; one case was heard requesting a variance for the size of an outbuilding on Triangle Lake Road and D-19, and the variance was granted. Scott Lloyd said the zoning ordinance allows the owner to designate the front yard. He also said the outbuilding would have been allowed under the previous zoning ordinance.

TIME PAYMENTS FOR REUs

Bob Hanvey provided the board members with a copy of an email he sent to township supervisors, along with their responses. He will check with the attorney regarding the process (**AI #3.**)

HOMETOWN VILLAGE PURCHASE AGREEMENT MODIFICATION

Paula Wyckoff motioned to adopt a resolution to allow the supervisor and clerk to sign the amendment to the Hometown Village purchase agreement to extend inspection period by five days. Scott Lloyd seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Resolution passed 7-0.**

CORRESPONDENCE/UPDATES

Tammy Beal updated the board members on the Creature Comforts issue; the owner has retained a new attorney, who will submit a proposed amendment to the consent judgment.

Paula Wyckoff reported that Don McGowan has offered to help remove the cattails from the pond.

Tammy Beal provided the board members with information on previous parking lot repairs/asphalt.

Dan Lowe said the email received from Dick Grant is not accurate and he feels the township should go directly to the owner of the property; Tammy Beal said the clerk, supervisor and treasurer met with Mr. Grant, and he will suggest to the Howell Nature Center board that a contribution be made for Triangle Lake Road maintenance.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 9:26 pm. Tammy Beal seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
JUNE 28, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Paula Wyckoff, and Jim Murray

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Lyle Dickson, Republican candidate for prosecuting attorney, introduced himself to the board members and encouraged everyone to vote on August 7.

APPROVAL OF AGENDA

Bob Hanvey asked to have item #10—Hometown Village and item #11—Georgetown added to the agenda. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

SQUIRE PA #260

Information on this item is included in the board packet.

PRUSAK CASE

Tammy Beal motioned to have the township attorney file for a show cause hearing on this matter. Les Andersen seconded. **Motion carried 7-0.**

ASSESSING

Bob Hanvey said six candidates applied for the position, and distributed the list of questions used in the interviews. The supervisor, clerk and treasurer recommended interviewing Ronald Dino Lupi and Charles R. Decator, and asked the board members for suggestions for the review procedure. Jim Murray suggested scheduling a special meeting prior to the regular board meeting for the entire board to interview the two candidates.

Tammy Beal motioned to hold a special board meeting on Thursday, July 12 at 5 pm to interview assessor candidates and make the decision at the regular meeting scheduled for 7:30 pm. Paula Wyckoff seconded.

Motion carried 7-0.

TOWNSHIP ROADS

Dan Lowe said that Peavy Road needs to have an abandoned sanitary sewer line dug up and cut off prior to the paving of Peavy Road. The work could be coordinated with the Livingston County Drain Commission. Les Andersen motioned to authorize up to \$5,000 to repair the sanitary sewer line on Peavy Road. Jim Murray seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.** Tammy Beal asked about dust control and when the next application will be scheduled. Dan Lowe said it doesn't need to be done until the middle or end of July, and not all of the roads need it. Les Andersen motioned to have the clerk contact Tim Johnson from the Livingston County Road Commission and have him make the decision on when and where to apply dust control. Paula Wyckoff seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

TOWNSHIP FACILITIES IMPROVEMENTS

Jim Murray motioned to approve the bid from EPG Nurseries for \$850. Les Andersen seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Motion carried 7-0.**

Dan Lowe said the lawn service has damaged trees with their mowers at Park #1 and someone should talk with them.

BUDGET

Les Andersen motioned to adopt a resolution to approve the 2012 millage rate of 0.8216. Scott Lloyd seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt a resolution to approve by activity the 2011-12 General Fund budget amendment. Tammy Beal seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes.

Resolution passed 7-0.

Larry Grunn asked about Jewell Road repairs. Les Andersen said the project is scheduled for 2013.

Sharon Bokor, 451 Bonnie Circle, asked if the board would consider contributing more than 10% to the road improvement. Rich Dell, 511 Bonnie Circle, asked how the current road projects were chosen.

Scott Lloyd motioned to adopt a resolution to approve by activity the General Fund budget for fiscal year 7/1/12-6/30/13. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

The board discussed salary increases. A memo from the zoning administrator was included in the board packet.

Jim Murray motioned to adopt a resolution to increase the salary of non-elected employees by 3%, and to increase the salary for the deputy clerk and secretary to the same rate as the DPW coordinator. Tammy Beal seconded. Roll call vote: Wyckoff—yes; Murray—yes; Hanvey—yes; Lloyd—no; Beal—yes; Andersen—yes; Lowe—yes. **Resolution passed 6-1.**

Tammy Beal motioned to adopt a resolution to increase the Treasurer's salary by 3%. Jim Murray seconded. Roll call vote: Beal—yes; Andersen—yes; Murray—yes; Wyckoff—yes; Lowe—no; Hanvey—yes; Lloyd—yes. **Resolution passed 6-1.**

Tammy Beal motioned to adopt a resolution to increase the Supervisor's salary by 3%. Jim Murray seconded. Roll call vote: Hanvey—yes; Lowe—no; Wyckoff—yes; Beal—yes; Lloyd—yes; Murray—yes; Andersen—yes. **Resolution passed 6-1.**

Bob Hanvey motioned to adopt a resolution to increase the Clerk's salary by 3%. Paula Wyckoff seconded. Roll call vote: Murray—yes; Beal—yes; Andersen—yes; Lowe—no; Hanvey—yes; Lloyd—yes; Wyckoff—yes. **Resolution passed 6-1.**

Tammy Beal motioned to adopt a resolution to keep the salary for trustees at \$7,416. Paula Wyckoff seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Resolution passed 7-0.**

Paula Wyckoff motioned to adopt a resolution to make corresponding budget adjustments to reflect new salaries. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

Scott Lloyd motioned to extend the meeting beyond 9:30 pm. Les Andersen seconded. **Motion carried 7-0.**

Tammy Beal motioned to adopt a resolution to approve by activity the Cemetery Fund budget for fiscal year 7/1/2012-6/30/2013. Paula Wyckoff seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

Tammy Beal motioned to adopt a resolution to approve by activity the Assessment Revolving Project Fund budget for fiscal year 7/1/2012-6/30/2013. Les Andersen seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt a resolution to approve by activity the Parks Fund budget for fiscal year 7/1/2012-6/30/2013. Paula Wyckoff seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Resolution passed 7-0.**

Tammy Beal motioned to adopt a resolution to approve by activity the Water New User Fund budget for fiscal year 7/1/2012-6/30/2013. Paula Wyckoff seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt a resolution to approve by activity the Water Special Revenue Fund budget for fiscal year 7/1/2012-6/30/2013. Paula Wyckoff seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Resolution passed 7-0.**

Tammy Beal motioned to adopt a resolution to approve by activity the Sewer Fund budget for fiscal year 7/1/2012-6/30/2013. Paula Wyckoff seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt a resolution to approve by activity the Flexible Savings Plan budget for fiscal year 7/1/2012-6/30/2013. Les Andersen seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

2012-13 TOWNSHIP MEETING SCHEDULE

Paula Wyckoff motioned to approve the 2012-13 meeting schedule as presented. Jim Murray seconded.

Motion carried 7-0.

HOMETOWN VILLAGE

Jim Murray motioned to authorize the supervisor, Robert W. Hanvey, and clerk, Tammy L. Beal, to sign the closing statement documents after review and approval by the township attorney. Paula Wyckoff seconded.

Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

GEORGETOWN

Bob Hanvey passed out information on this item. A purchase offer has been made for multiple lots and the owners would like to move 34 REUs to #4710-03-300-040. Tammy Beal motioned to adopt a resolution to move 34 REUs from Georgetown Condominium Units 16-32 and Units 49-54 to parcel ID #4710-03-300-040. Scott Lloyd seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Resolution passed 7-0.**

CORRESPONDENCE/UPDATES

No items were submitted.

CALL TO THE PUBLIC

Sally Reynolds, Livingston County Register of Deeds, said the Property Fraud Alert has been added to the Register of Deeds website.

ADJOURNMENT

Jim Murray motioned to adjourn at 9:53 pm. Scott Lloyd seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
JULY 12, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Paula Wyckoff, and Jim Murray

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Les Andersen motioned to approve the agenda. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Jim Murray seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

BONNIE CIRCLE PUBLIC HEARING

Bob Hanvey opened the public hearing for discussion on the roll for the Bonnie Circle Road Maintenance Special Assessment District. Mr. Hanvey asked for comment on the amount to be charged to each parcel. Protest forms were made available, and must be received prior to the end of the public hearing.

Lee Posley, 539 Bonnie Circle, said he would like the township to contribute more than 10% to the cost of the project.

Lynn Gates, 332 Bonnie Circle, asked for clarification on the dates of the special assessment; the first payment would be on the winter 2013 tax bill. The start date for the project would be determined by the LCRC.

Melissa Scharrer, 550 Bonnie Circle, asked when the planning is done for the next year's budget. Bob Hanvey said planning begins in February or March, and the budget is finalized in June.

Robert Bokor, 451 Bonnie Circle, asked how the roads are prioritized. Les Andersen said those with the higher traffic counts are considered first.

Delores Harmon, 555 Bonnie Circle, asked Dan Lowe if he had looked at the road. Mr. Lowe said he looked at Bonnie Circle and Hardman; he felt the roads are just old, and the garbage trucks and school busses are more responsible for the condition of the roads than the gravel trains.

Sharon Bokor, 451 Bonnie Circle, said that if traffic counts are used to prioritize, then Bonnie Circle will never be done. She also mentioned Fox Hills in Howell Township that is similar to Bonnie Circle, and the repairs were paid for entirely by the township.

Bob Hanvey asked for any more comments regarding the roll, and again stated that anyone who wants to appeal the assessment to the Michigan Tax Tribunal must file a protest now. No more comments were heard, and no protests were filed. Mr. Hanvey closed the public hearing at 8:17 pm.

Les Andersen motioned to adopt a resolution to approve the roll for the Bonnie Circle Road Maintenance Special Assessment District as presented. Scott Lloyd seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

Tammy Beal motioned to adopt a resolution to contribute 10% to the Bonnie Circle project, exact amount to be determined by the Livingston County Road Commission at a later date. Les Andersen seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

PRUSAK

Information on this agenda item is included in the packet.

DOG PARK

A memo from Bob Hanvey with photos of township property on Lucy Road in the City of Howell is included in the packet. A committee of eight to ten people, including Mr. Hanvey, has been working on this project, with this property as a potential site.

Jim Murray motioned to proceed with an agreement to allow the Lucy Road property to be used as a dog park. The agreement will be prepared by the Friends of the Howl & Bark Dog Park for review by the township attorney, insurance company, and the Board of Trustees. Paula Wyckoff seconded. **Motion carried 7-0.**

THE PARDIAC GROUP LLC LIQUOR LICENSE

Tammy Beal provided information to the board on this item. Jim Murray motioned to adopt a resolution to recommend approval of SDM and SDD licenses for The Pardiac Group LLC. Scott Lloyd seconded. Roll call vote: Harvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Resolution passed 7-0.**

TOWNSHIP FACILITIES IMPROVEMENTS

Tammy Beal said she has discussed the project with Jim Peters and will follow up with him (AI #1.)

TIME PAYMENTS FOR REUs

An email from Jim Lawrence on this subject is included in the packet. Board members discussed fees and down payments; Tammy Beal and Les Andersen suggested 25% as a down payment. Bob Harvey will provide a draft agreement for the next board meeting (AI #2.)

ASSESSING

Bob Harvey reported that at an earlier special board meeting, the board hired Charles Decator as the new assessor at a rate of \$29 per hour, 32 hours per week.

CORRESPONDENCE/UPDATES

A representative from Burnham & Flower will visit with township on August 9 with information on renewing the health insurance.

Pending Litigation: The Prusak case was discussed earlier.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Tammy Beal motioned to adjourn at 8:55 pm. Paula Wyckoff seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
JULY 26, 2012**

MEMBERS PRESENT: Bob Harvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Paula Wyckoff, and Jim Murray

MEMBERS ABSENT: None

CALL TO ORDER

Bob Harvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Alex Duncan introduced himself as a candidate for township trustee.

Ken Tyler said that Genoa Township has an ordinance for dogs that the Planning Commission might be interested in reading.

APPROVAL OF AGENDA

Bob Harvey asked to add item #9—Dog Park, and Tammy Beal asked to have Election added as item #10. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Jim Murray motioned to approve the consent agenda. Paula Wyckoff seconded. **Motion carried 7-0.**

GEORGETOWN REUs AND CONDO CHANGES

Les Andersen motioned to adopt a resolution to accept the proposed changes to the Georgetown Condominium documents, site plan dated 6/26/12. Paula Wyckoff seconded. Roll call vote: Lowe, Lloyd, Beal, Harvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

TOWNSHIP FACILITIES IMPROVEMENTS

Tammy Beal met with Jim Peters, who brought a sample of flagstone. Bob Harvey will check where the drain leads (AI #1) and Scott Lloyd will meet with Jim Peters regarding drainage (AI #2.)

Les Andersen motioned to postpone this item until the next meeting. Scott Lloyd seconded. **Motion carried 7-0.**

TIME PAYMENTS FOR REUs

Bob Harvey said he's working with the township attorney on this item.

PRUSAK CASE

Bob Harvey passed out the most recent information from the attorney on this item; this case is closed.

HOMETOWN SALE

Bob Hanvey updated the board members on this item. Payment was received by the township at closing, and the documents are available for review. Cash flow will be updated with the audit, which begins on September 4.

UNRESOLVED ACTION ITEMS

Tammy Beal asked Dan Lowe about prices on asphalt for the parking lot. Mr. Lowe said he hasn't gotten them yet, but will also check with Tom Rogers and Alan's Asphalt.

DOG PARK

Bob Hanvey said the dog park committee asked about using water at the proposed site; they would pay for the lead and the meter. Jim Murray said he supports the idea. Mr. Hanvey will discuss this at the next MHOG meeting.

ELECTION

Les Andersen motioned to approve Gary Beal as the parking lot director for the August 7 and November 6 elections at \$12 per hour. Jim Murray seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

Tammy Beal also reminded candidates that they have to remain 100 ft. from the polls unless voting, and they can't vote wearing any campaign attire. She will have 100 ft. clearly identified. Bob Hanvey said the unofficial election results will be available on the township's website.

CORRESPONDENCE/UPDATES

A quarterly report from SPARK is included in the packet; the meeting scheduled hasn't been finalized. Scott Lloyd reported on the Peavy Road project. Dan Lowe said there is a meeting Tuesday at 8 am to check the clearing limits, and mentioned haul route issues with Rothenberger.

CALL TO THE PUBLIC

Stacey Griffin asked about the time payments for REUs; Bob Hanvey said this item will be on the next meeting's agenda. She asked what the timeline for repayment would be; Mr. Hanvey said the board discussed five to 10 years. Scott Lloyd said the board also discussed 25% down.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:00 pm. Tammy Beal seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
AUGUST 9, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, and Paula Wyckoff

MEMBERS ABSENT: Jim Murray

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Shawn Desai congratulated the board members on the recent election and introduced himself as a candidate running for state representative in the 47th District.

APPROVAL OF AGENDA

Les Andersen motioned to approve the agenda as presented. Scott Lloyd seconded. **Motion carried 6-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Scott Lloyd seconded. **Motion carried 6-0.**

INSURANCE PRESENTATION

Jack Schmitz from Burnham & Flower presented the board members with a proposal for health care benefits for the upcoming year. After discussion, Les Andersen motioned to continue with the current health care benefits, BC/BS Community Blue PPO #15 for the next plan year. Dan Lowe seconded. Roll call vote: Lowe—yes; Lloyd-no; Beal—yes; Hanvey—yes; Wyckoff—yes; Andersen—yes. **Motion carried 5-1.**

DOG PARK

A copy of Bob Hanvey's memo to the MHOG board about water usage is included in the packet; this item will be discussed at the MHOG meeting on August 15.

TOWNSHIP ENGINEER

Bob Hanvey said the Planning Commission has requested that the township board consider other engineering firms. Phil Westmoreland is now working with Spicer. Mr. Hanvey said he will invite Mr. Westmoreland to the next board meeting (**AI #1.**)

HOMETOWN WATER TOWER WALKTHROUGH

Minutes from the July 31 site meetings are included in the packet.

TOWNSHIP FACILITIES IMPROVEMENTS

Dan Lowe reported that he hadn't gotten prices yet on asphalt from Tom Rogers and D&H. Scott Lloyd said he hasn't talked with Jim Peters yet about drainage, but that Ron Musial needs to do a tracer on the line. Tammy Beal said the lower level needs more lighting prior to the November election. She will get prices from Crampton (AI #2.)

TIME PAYMENTS FOR REUs

Bob Hanvey updated the board members on this item; he's still working on the logistics.

ASSESSING

The new assessor started on August 1.

CORRESPONDENCE/UPDATES

Pending Litigation: Bob Hanvey reported that the township was subpoenaed by the City of Howell attorney regarding Highland/Howell.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:43 pm. Scott Lloyd seconded. **Motion carried 6-0.**

**BOARD OF TRUSTEES
MINUTES
AUGUST 23, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Paula Wyckoff asked to have item #10—Park #1 Walking Path added to the agenda. Bob Hanvey asked to have the HAFA fire hall lease moved to #11. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Jim Murray seconded. **Motion carried 7-0.**

LAKESIDE CEMETERY

Tammy Beal said it was discovered that a cemetery lot in Lakeside Cemetery had been sold twice, and is now occupied. The original owner of the lot also owns the adjacent two lots, but would like to have two other lots together. Jim Murray motioned to exchange two lots in Lakeside Cemetery for Lot 340 W6, already occupied, owned by the Beatenhead family. Les Andersen seconded. **Motion carried 7-0.**

Tammy Beal, Mrs. Roth (Beatenhead family representative), and the sexton will meet next week at the cemetery to select the lots.

TOWNSHIP WASTEWATER RATES

Bob Hanvey reported on a recent meeting with the City of Howell. A rate analysis study is included in the packet. Dan Lowe suggested having Ken Palka review the study.

TOWNSHIP ENGINEER

Bob Hanvey reported that Phil Westmoreland will attend the next board meeting. Mr. Hanvey also pointed out that the firm Phil works for also has planners on staff.

TOWNSHIP FACILITIES IMPROVEMENTS

Asphalt: Dan Lowe reported that two quotes were received for the parking lot work: one from Tom Rogers and one from Alan's Asphalt. Les Andersen motioned to select Tom Rogers' quote for \$3480; if the work cannot be done within 30 days, the job will be offered to Alan's Asphalt. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray-all yes. **Motion carried 7-0.** Dan Lowe will contact Tom Rogers (AI #1.)

Drainage: Dan Lowe and Scott Lloyd looked at the drainage issue; Scott Lloyd will get prices for gutters (**AI #2.**) Jim Murray motioned to accept the quote from EPG Nurseries, with the amount not to exceed \$2200. Les Andersen seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

Flagstone: Tammy Beal motioned to accept the bid from EPG Nurseries for \$3,800. Les Andersen seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

Outdoor Lighting: Tammy Beal received a quote from Crampton for \$8,875. She would like to put this item on hold until she hears back from DTE.

TIME PAYMENTS FOR REUs

A proposed policy is included in the packet. Bob Hanvey said the township attorney hasn't approved it yet, and a contract would need to be written. Scott Lloyd motioned to approve the proposed policy for extended time payment of sanitary sewer and/or water REU capital fees, pending approval by the township attorney. Dan Lowe seconded. **Motion carried 7-0.**

TOWNSHIP ROADS

Jim Murray said he's received questions from residents on why only some of the roads are treated with dust control, not all of them. Dan Lowe said because they all don't need it. Tammy Beal said she talked with Tim Johnson and he prefers to do the entire township rather than piecemeal. Jim Murray motioned to authorize the clerk or supervisor to instruct the Livingston County Road Commission representative when to apply dust control to all of the township roads, to be completed within six days. Les Andersen seconded. Roll call vote: Hanvey—yes; Lowe—no; Beal—yes; Wyckoff—yes; Lloyd—no; Murray—yes; Andersen—yes. **Motion carried 5-2.**

DOG PARK

Bob Hanvey updated the board members on this project.

PARK #1 WALKING PATH

Les Andersen motioned to accept the quote from EPG Nurseries for \$620 to clear the walking path at Park #1. Tammy Beal seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes.

Motion carried 7-0.

HABA FIRE HALL LEASE

Jim Murray motioned to approve the fire hall lease for five years at \$1 per year. Les Andersen seconded.

Motion carried 7-0.

CORRESPONDENCE/UPDATES

A preliminary conceptual plan for Crystalwood is included in the packet; no action is required. Les Andersen said the planner should review the plan, and Scott Lloyd said a public hearing should be held.

CALL TO THE PUBLIC

Charlie Musson asked for clarification on the dog park, which Bob Hanvey provided.

ADJOURNMENT

Tammy Beal motioned to adjourn at 8:56 pm. Les Andersen seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
SEPTEMBER 13, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Sundance #3: Kristin Yule, vice president of the Sundance #3 homeowner's association, was present to discuss concerns the homeowners have with the high school conducting a building trade class on a residential lot.

Copies of an email sent to the zoning administrator and a letter sent from the homeowner's association to the high school are included in the packet.

Jessica Flynn, also a homeowner's association board member, said she has talked with the superintendent of schools. The homeowner's association board feels there is a violation of Section 6.06, paragraph B, as well as violations of their own deed restrictions. Bob Hanvey said that section of the ordinance does not apply, and the township cannot enforce deed restrictions. The homeowner's have concerns about the hours of construction, traffic, construction trailer(s) on the lot, students behaving inappropriately, and the length of construction. Bob

Mack, 2386 Wild Cherry, said he was told that the high school had purchased two lots. Phil Westmoreland, 2995 Sunset Meadow, suggested the homeowner's approach the school board. Bob Hanvey offered to get everyone together to discuss the project, and to report back to the homeowner's association. Ms. Yule said she would like to be included in the discussion.

Combine Court: Mike Kollath, 3144 Combine Ct., was present to ask the board to begin the process for a road improvement special assessment district. There are seven parcels on the road; two are vacant, with one lot being adjacent to the owner's principal dwelling. The deed restrictions require an equal share be assigned to each parcel; a document to modify the deed restrictions will be drafted. The residents have an estimate of \$37,850 for the project. Ted Baruzzini, 3069 Combine Ct., asked if they could have the project certified by an engineer on their own, rather than including the cost in the special assessment. He said they would use Livingston Engineering.

APPROVAL OF AGENDA

Tammy Beal asked to have item #8—2012 Tax Rate Request, added to the agenda. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Jim Murray seconded. **Motion carried 7-0.**

CRYSTALWOOD

No new information on this item; no action required.

COPPERFIELD

A proposal is included in the packet from Casa Villa Builders. Scott Lloyd said he wasn't interested in the proposal and suggested the builder buy ten lots up front or the township could sell them one-by-one. Bob Hanvey will contact the representative from Casa Villa with this information (**AI #1.**)

TOWNSHIP ENGINEER

Les Andersen motioned to ask Spicer Group to submit a general services contract proposal. Jim Murray seconded. **Motion carried 7-0.**

TOWNSHIP FACILITIES IMPROVEMENTS

Dan Lowe and Scott Lloyd gave updates on drainage and gutters. Les Andersen motioned to approve up to \$300 for gutters from Livingston Gutter. Jim Murray seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

Tammy Beal presented quotes from Crampton Electric and Tri-Star Electrical for the lower level lighting project. Jim Murray motioned to accept the bid from Tri-Star Electrical in the amount of \$5,330. Tammy Beal seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

SMART METERS

A letter from a resident is included in the packet. Bob Hanvey will contact Brighton Township for more information on the resolution its board passed on smart meters (**AI #2.**)

2012 TAX RATE REQUEST (L-4029)

Les Andersen motioned to approve form L-4029 as presented, with the millage rate at 0.8216. Paula Wyckoff seconded. **Motion carried 7-0.**

CORRESPONDENCE/UPDATES

Paula Wyckoff reported that about 60% of the summer taxes have been collected; due date is Friday, September 14 and the treasurer's office will be open.

The community sale is scheduled for this Saturday, September 15.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Jim Murray motioned to adjourn at 9:23 pm. Scott Lloyd seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
SEPTEMBER 27, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Dave Burley, 2361 Wild Cherry, was present to discuss Lot 117 in Sundance Meadows West. After consulting his attorney, he feels the school exemption doesn't apply in this case because the property isn't owned by the school, is being used as a classroom, and will be sold once completed. Dan Lowe said he agrees with Mr. Burley. Les Andersen said he would be okay with having the township attorney review the situation. Bob Hanvey will discuss with the township attorney (**AI #1.**) Mr. Hanvey also asked Mr. Burley for a copy of the bylaws.

APPROVAL OF AGENDA

Bob Hanvey asked to have item #10—Water & Sewer Ordinance, added to the agenda. Paula Wyckoff motion to approve the agenda as amended. Les Andersen seconded. **Motion carried 7-0.**

CONSENT AGENDA

Les Andersen motioned to approve the consent agenda. Paula Wyckoff seconded. **Motion carried 7-0.**

CRYSTALWOOD

No new information on this item; no action required.

COPPERFIELD

No new information on this item. The builder who was interested may consider lots in Pinebrook Meadows. A copy of a letter sent to property owners in Copperfield is included in the packet.

COMBINE COURT

Jim Murray motioned to adopt a resolution scheduling the hearing on the creation of the Combine Court road paving special assessment district for October 11, 2012, as presented. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt a resolution scheduling the hearing on the assessment roll for Combine Court road paving special assessment district for October 11, 2012, as presented. Les Andersen seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

TOWNSHIP ROAD REPAIR INVOICES

Jim Murray motioned to approve the invoice from the Livingston County Road Commission for Cedar Lake in the amount of \$189,530.64. Scott Lloyd seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

Les Andersen motioned to approve the invoice from the Livingston County Road Commission for Triangle Lake Road in the amount of \$40,000. Paula Wyckoff seconded. Discussion: Dan Lowe asked what the line item for overhead allocation is for. Bob Hanvey said the township will ask for more information (**AI #2.**) Roll call vote: Hanvey—yes; Lowe—no; Wyckoff—yes; Beal—yes; Lloyd—yes; Murray—yes; Andersen—yes.

Motion carried 6-1.

TOWNSHIP ENGINEER CONTRACT

No information has been received.

SMART METERS

A copy of an email that Bob Hanvey sent to Brighton Township's supervisor is included in the packet.

TOWNSHIP FACILITIES IMPROVEMENTS

Scott Lloyd reported that the gutters are up. Tammy Beal said a down payment has been made on the lower level lighting. Dan Lowe didn't have information on parking lot asphalt.

WATER & SEWER ORDINANCE

Bob Hanvey said a request was made for a new well in an area that is served by water. He passed out a copy of the general ordinance from 1996 that prohibits that activity. Jim Murray motioned to follow the water & sewer general ordinance. Tammy Beal seconded. **Motion carried 6-1** (Lowe opposed).

CORRESPONDENCE/UPDATES

The D-19 paving project won't be done until next year.

Bob Hanvey said the township was approached about a group home on Mason Road, and they would require 10-12 REUs.

The sewer billing from the City of Howell includes a line item for fringe benefits that has increased from 33% to 48%.

The Marion Oaks parcel's redemption period is over and it now belongs to the bank.

Bob Hanvey reported ongoing disputes in Marion Meadows.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Scott Lloyd motioned to adjourn at 8:36 pm. Jim Murray seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES**

OCTOBER 11, 2012

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Mark Ellett, 255 Marion Meadows Dr., was present to discuss a situation in his neighborhood. Discussion will be added as an agenda item.

APPROVAL OF AGENDA

Tammy Beal asked to have item #5 on the audit report replaced with Marion Meadows. Bob Hanvey asked to have item #11—Hometown Village PUD modifications discussion added. Les Andersen motion to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. **Motion carried 7-0.**

COMBINE COURT PUBLIC HEARING ON CREATING DISTRICT

Bob Hanvey opened the public hearing at 7:33 pm and explained the process. He passed out a quote from AGS for the project; AGS was recommended to the property owners by Livingston Engineering. Dan Lowe emphasized that the thickness of the gravel needs to be checked prior to paving; Mike Kollath said he will confirm that. No prior objections were received from property owners. No comments were heard from the property owners in attendance, and the public hearing was closed at 7:44 pm. Scott Lloyd motioned to adopt a resolution to create the Combine Court road paving special assessment district, as presented. Paula Wyckoff seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

COMBINE COURT PUBLIC HEARING ON ASSESSMENT ROLL

The public hearing was opened at 7:47 pm. Bob Hanvey explained the purpose is to approve the roll, and if any property owner objects, they must do so before the end of this public hearing. No prior objections were received, and no objections were heard at the public hearing. The public hearing was closed at 7:48 pm. Les Andersen motioned to adopt a resolution to approve the roll for the Combine Court road paving special assessment district, as presented. Tammy Beal seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

MARION MEADOWS

Stephanie Selmi and Mark Ellett, 255 Marion Meadows Dr., were present to discuss a situation in their neighborhood. They provided photos of what they believe are zoning violations next to their property. Bob Hanvey said that he and the zoning administrator have been to the site and he doesn't feel there are any violations.

INVESTMENT POLICY

Paula Wyckoff said at the request of the auditor, an updated investment policy is included in the packet. Jim Murray motioned to adopt a resolution to approve the investment policy dated October 11, 2012 as presented. Les Andersen seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes.

Resolution passed 7-0.

HOWELL SEWER INSPECTION CHARGES

Bob Hanvey said the City of Howell is now doing annual inspections of non-domestic sewer users, and the annual fee is \$150. Dan Lowe said the school should also be inspected; Mr. Hanvey will get the schedule. Scott Lloyd said the fee should be passed on to the user. Mr. Hanvey said the sewer general ordinance will need to be changed. Jim Murray motioned to have the township attorney amend the sewer general ordinance to allow the annual fee for sewer inspection to be added to the tax bill. Les Andersen seconded. **Motion carried 7-0.**

TIME PAYMENTS FOR REUs AGREEMENT

A draft agreement is included in the packet. Bob Hanvey said that each time a property owner wants to use time payments for water service, an agreement will need to be approved by the township board. Les Andersen motioned to adopt a resolution to approve the agreement with the Herren Family Trust, pending approval by the

township attorney. Tammy Beal seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Resolution passed 7-0.**

SUNDANCE MEADOWS

An email from Dave Burley is included in the packet, and Bob Hanvey passed out an email from the township attorney.

TOWNSHIP ENGINEER CONTRACT

A proposal was received today, and will be included in the next meeting's packet.

HOMETOWN VILLAGE PUD AMENDMENT

Bob Hanvey said that S.R. Jacobson and Allen Edwin Homes would like to build homes on the lots they own in Hometown Village, Mr. Hanvey passed out a packet of facades/floor plans. The architectural review committee has also received copies. The current PUD agreement has a list of approved floor plans and would have to be amended. Scott Lloyd said the township should consult with its attorney.

CORRESPONDENCE/UPDATES

A copy of an email from the Livingston County Road Commission regarding the overhead expenses is included in the packet.

Bob Hanvey reported on the CIRAB board meeting held today.

CALL TO THE PUBLIC

Jack Shuker, 1061 Peavy Road, commended the board members for their service to the township.

ADJOURNMENT

Jim Murray motioned to adjourn at 8:34 pm. Les Andersen seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
OCTOBER 25, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Bob Hanvey asked to have item #10—ZBA Alternate, item #11—Courtyard Tree, and item #12—Heritage Day Class, added to the agenda. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Les Andersen seconded. **Motion carried 7-0.**

SNOW REMOVAL BIDS

Five bids were received; however, only three representatives attended the meeting. Those present were Ever So Green (Scott Ronald); Kraft Outdoor Services (Adam Kraft); and The Grounds Crew LLC (Steve Jolliff). Scott Lloyd motioned to hire Ever So Green for the 2012-13 snow plowing. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

AUDIT REVIEW

Ken Palka was present on behalf of Pfeffer, Hanniford & Palka to discuss the audit. He discussed some suggestions for improvements detailed in PHP's October 8 letter to the Board of Trustees. He reviewed the General Fund budget, and also again recommended that the board consider increasing the sewer rates. Bob Hanvey said he will pass out the cash flow at the next board meeting. Paula Wyckoff motioned to accept the audit report from Pfeffer, Hanniford & Palka and have the auditor submit the appropriate information to the state. Les Andersen seconded. **Motion carried 7-0.**

HOWELL SEWER INSPECTION CHARGES

Bob Hanvey reported there was no new information on this item.

TOWNSHIP ENGINEER CONTRACT

Phil Westmoreland was present to discuss the qualification statement and contract from Spicer Group. Bob Hanvey said he would like the paragraph on site plan review clarified. Les Andersen motioned to change

engineering firms from OHM to Spicer Group. Scott Lloyd seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.** Jim Murray motioned to authorize the township supervisor to sign the contract with Spicer Group. Tammy Beal seconded. **Motion carried 7-0.**

HOMETOWN PUD FLOOR PLANS

Bob Hanvey updated the board on this item. The square footage on the homes shown on the drawings is at least 1800. The architectural review committee has seen the drawings and is happy with them.

242 SLIDER AVENUE—SEWER GRADING/COMPACTION ISSUE

A memo from Bob Hanvey is included in the packet. A portion of the driveway and front lawn are sinking where the sewer line was installed. Dan Lowe said the township isn't responsible; the responsibility is the developer's. Dan Lowe motioned to notify the resident at 242 Slider Avenue that the township isn't responsible for the repair. Jim Murray seconded. **Motion carried 7-0.**

PEAVY ROAD WATER REU RATES

A memo from MHOG is included in the packets, which identifies nine homes along Peavy Road where leads were extended. Bob Hanvey asked for suggestions from the board members on what the charge should be for those hooking up. Les Andersen motioned to charge the frontage fee, except for subdivision lots where the developer paid the fees up front. Jim Murray seconded. **Motion carried 7-0.**

ZBA ALTERNATE

The previous ZBA alternate no longer lives in the township. Bob Hanvey suggested asking a former ZBA member, Dan Rossbach, to be the alternate.

DECORATIVE TREE

Tammy Beal presented the board members with choices for a tree in front of the township office as recommended by Jim Peters. Mr. Peters is also recommending dwarf Alberta spruce trees in front of the pillars. Les Andersen motioned to approve the Weeping Siberian Pea shrub and dwarf Alberta spruce trees. Scott Lloyd seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

HERITAGE DAYS CLASS

Tammy Beal said she would like to send Larry Gallaway to a class sponsored by the Michigan Festival and Events Association, to be held in Traverse City. Mr. Gallaway will pay for his own accommodations, if the township will pay for the registration. Jim Murray motioned to approve \$300 for Larry Gallaway to attend the conference. Tammy Beal seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Motion carried 7-0.**

CORRESPONDENCE/UPDATES

Bob Hanvey reported that the Combine Court project is done.

The quarterly report from SPARK is included in the packet.

Trunk or Treat will be held at the township hall on October 31 from 6-8 pm.

HAPRA's RECreation REcognition REception is scheduled for Friday, November 16 at Chemung Hills from 7-8:30 pm. The event is free; RSVP by November 14.

Tammy Beal reminded the board members that they must remain 100' from the polls on election day unless they are voting.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:45 pm. Scott Lloyd seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
NOVEMBER 8, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff
MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Bob Hanvey asked to have the following items added to the agenda: item #9—Copperfield, item #10—Board of Review Appointments, item #11—Howell/Highland, item #12—Date for Swearing-in Ceremony, and item #13—Boy Scouts. Les Andersen motioned to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 6-0.**

CONSENT AGENDA

Paula Wyckoff motioned to approve the consent agenda. Tammy Beal seconded. **Motion carried 6-0.**
Dan Lowe arrived at 7:35 pm.

CRYSTALWOOD

Rick Elkow, Elkow Homes, who recently purchased 76 units in Crystalwood, was present to discuss his plans. He has met with the residents several times, and has signatures of support from 21 of 29 owners; he has set up a homeowner's association. Bob Hanvey reminded the board members that the property was originally part of a consent judgment. Phil Adkison, Mr. Elkow's attorney, was also present to discuss the various options. He suggested that the township board appoint a representative to negotiate a revised consent judgment. Dan Lowe said the consent judgment designated the roads as public, and he needs it to stay that way. Board members felt that the Planning Commission should be involved; it will be put on the next Planning Commission agenda. In the meantime, Bob Hanvey, Dan Lowe and Mike Kehoe will work with the owner to revise the consent judgment.

PRELIMINARY REVIEW—TXT #04-12 (DEFINITION OF FAMILY)

Les Andersen motioned to send the proposed text for definition of family to the Livingston County Planning Department for review and comment. Jim Murray seconded. **Motion carried 7-0.**

LONG-TERM PAYMENTS FOR PINEBROOK MEADOWS

Bob Hanvey said the township has been approached about funding the special assessments for three lots in Pinebrook Meadows. He will bring the contracts with the specific information to the next board meeting (**AI #1.**)

CASH FLOW CHART

Information is included in the packet on the cash flow from 7/1/12 through 6/30/22.

LOWE INVOICE

Jim Murray motioned to approve the invoice in the amount of \$3,155 and to reinforce that the board requires pre-approval for future invoices. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

ZBA ALTERNATE

Les Andersen motioned to approve the appointment of Dan Rossbach as an alternate member of the Zoning Board of Appeals. Paula Wyckoff seconded. **Motion carried 7-0.**

COPPERFIELD

An offer has been made on the Copperfield lots for \$13,000 per lot, and the developer would complete the paving. They would like to purchase four lots right away and the remainder of the 19 lots by the end of 2013. It was suggested that the developer would need a performance bond or letter of credit for the amount of the paving and the purchase price of all of the lots. Bob Hanvey will present the offer and report at the next meeting (**AI #2.**)

BOARD OF REVIEW APPOINTMENTS

Bob Hanvey said that Board of Review appointments need to be made before the end of the year. He will contact them to see if they're interested and report back to the Board (**AI #3.**)

HOWELL/HIGHLAND

Bob Hanvey would like to schedule a special meeting regarding the lawsuit with the City of Howell and have Neil Goodman present the options. The board members agreed that the meeting will be scheduled during the evening as soon as all of the materials are available.

SWEARING-IN CEREMONY

The board members will meet on Tuesday, November 20, 6:00 pm at the B-line, to take the oath of office. Tammy Beal will post a special meeting notice; let her know by November 19 how many will be attending.

BOY SCOUTS

Bob Hanvey said the township has been approached about two projects. One project is to create a walking path around the edge of the township property with various features marked. The second project is to make the fire pit used during Heritage Days more permanent and add benches. Tammy Beal said she would rather see benches around the pond.

CORRESPONDENCE/UPDATES

The Combine Court project is complete. Dan Lowe said they didn't check the gravel as promised.

The buck pole will be held on Thursday, November 15 at the township hall.

Tammy Beal said the early registration deadline for the January MTA meeting is December 18; contact her office with attendance plans.

RecRecRec will be this Friday, November 16, at Chemung Hills.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Jim Murray motioned to adjourn at 9:23 pm. Les Andersen seconded. **Motion carried 7-0.**

**BOARD OF TRUSTEES
MINUTES
DECEMBER 13, 2012**

MEMBERS PRESENT: Bob Hanvey, Scott Lloyd, Les Andersen, Dan Lowe, Tammy Beal, Jim Murray, and Paula Wyckoff

MEMBERS ABSENT: None

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

Bob Hanvey asked to have item #13—The Meadows site plan, and item #14—Hometown Village land balancing, added to the agenda. Les Andersen motion to approve the agenda as amended. Paula Wyckoff seconded. **Motion carried 7-0.**

CONSENT AGENDA

Jim Murray motioned to approve the consent agenda. Paula Wyckoff seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

CRYSTALWOOD—PC REVIEW AND COMMENT

Rick Elkow was present on behalf of this project. Bob Hanvey provided the board members with a resolution that has been reviewed by the township attorney. Bob Hanvey, Tammy Beal and Dan Lowe will continue working with Mr. Elkow and his attorney on amendments to the consent judgment. An open meeting will be held for residents in the area once the documents are drafted. Les Andersen motioned to adopt the resolution as presented. Jim Murray seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

LONG-TERM PAYMENTS FOR PINEBROOK MEADOWS

Jim Murray motioned to adopt by resolution the contract as presented for payment of municipal sewer REU charges for unit 5 in Pinebrook Meadows, Tax ID #4710-03-203-005. Les Andersen seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt by resolution the contract as presented for payment of municipal water REU charges for unit 5 in Pinebrook Meadows, Tax ID #4710-03-203-005. Les Andersen seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

Scott Lloyd motioned to adopt by resolution the contract as presented for payment of municipal sewer REU charges for unit 6 in Pinebrook Meadows, Tax ID #4710-03-203-006. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Resolution passed 7-0.**

Scott Lloyd motioned to adopt by resolution the contract as presented for payment of municipal water REU charges for unit 6 in Pinebrook Meadows, Tax ID #4710-03-203-006. Paula Wyckoff seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Resolution passed 7-0.**

Jim Murray motioned to adopt by resolution the contract as presented for payment of municipal sewer REU charges for unit 15 in Pinebrook Meadows, Tax ID #4710-03-203-015. Tammy Beal seconded. Roll call vote: Wyckoff, Murray, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

Paula Wyckoff motioned to adopt by resolution the contract as presented for payment of municipal water REU charges for unit 15 in Pinebrook Meadows, Tax ID #4710-03-203-015. Les Andersen seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Resolution passed 7-0.**

Bob Hanvey passed out a request from a resident on Woodcreek who would like to connect to the sewer and pay for the REU using time payments. Tammy Beal motioned to adopt by resolution a contract for payment of municipal sewer REU charges for Cindy Dean, 392 Woodcreek Drive, Tax ID #4710-03-101-001. Les Andersen seconded. Roll call vote: Beal, Andersen, Murray, Wyckoff, Lowe, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

COPPERFIELD

Jim Murray motioned to adopt a resolution to accept the purchase agreement for unit 10 of Copperfield pending approval by the purchaser of modifications made by the township. Les Andersen seconded. Roll call vote: Hanvey, Lowe, Wyckoff, Beal, Lloyd, Murray, Andersen—all yes. **Resolution passed 7-0.**

Tammy Beal motioned to adopt a resolution to approve the purchase agreement from CBK Development LLC for 22 units in Copperfield, and authorize the township supervisor to sign the agreement. Les Andersen seconded. Roll call vote: Murray, Beal, Andersen, Lowe, Hanvey, Lloyd, Wyckoff—all yes. **Resolution passed 7-0.**

SEWER RATES

Bob Hanvey provided the board members with a spreadsheet with estimates for various rates. Phil Westmoreland will provide the board with a proposal to help determine future maintenance expenses.

BURNHAM & FLOWER INSURANCE RENEWAL

Tammy Beal motioned to adopt a resolution approving the MTPP renewal for \$29,139, and to include Options A, B, and C for an additional \$750. Les Andersen seconded. Roll call vote: Lowe, Wyckoff, Lloyd, Murray, Andersen, Beal, Hanvey—all yes. **Resolution passed 7-0.**

FIRST NATIONAL BANK SECURITY AGREEMENT

Paula Wyckoff provided the board members with information on a security agreement between the township and First National Bank. She has copies of the document available for review.

BOARD OF REVIEW APPOINTMENTS

Jim Murray motioned to appoint Richard Dell, Robert Peter, Charles Musson, and Cheryl Range (alternate) to the 2013-14 Board of Review. Les Andersen seconded. **Motion carried 7-0.**

LCRC INVOICES

Les Andersen motioned to approve payment of \$16,847.17 for Cedar Lake Road and \$4,119.54 for Peavy Road repairs. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Wyckoff, Andersen, Murray—all yes. **Motion carried 7-0.**

STANDARD & POOR'S REPORT

A summary is included in the packet; there was no change in the township's AA- rating.

ZBA REPORT

Dan Lowe reported that one variance request was heard at the last meeting, and after discussion, it was determined the applicant had enough of the existing building left that a variance wasn't necessary.

THE MEADOWS SITE PLAN

Bob Hanvey passed out correspondence between the township and the attorney on modifications that the developer has made to the site plan without township review. Jim Murray motioned that the developer, Mitch Harris, will apply for site plan modification with the township's Planning Commission and Board. Les Andersen seconded. **Motion carried 7-0.**

Jim Murray motioned that land use permits will only be issued for units that match the site plan. Scott Lloyd seconded. **Motion carried 7-0.**

Jim Murray motioned that if the number of units/REUs within the development varies from the original site plan, then no more land use permits will be issued until after approval by the Planning Commission and Township Board. Tammy Beal seconded. **Motion carried 7-0.**

HOMETOWN VILLAGE LAND BALANCING

Bob Hanvey said there is a question about where to dispose of material from basements, approximately 10,000 yards. The board members discussed various options. Dan Lowe said he will contact Kevin regarding soil borings (**AI #1.**) Phil Westmoreland said soil borings and a grading plan is more cost-effective than hauling the material out. Bob Hanvey will contact the builder's engineer (**AI #2.**)

CORRESPONDENCE/UPDATES

Pending Litigation: Four documents are included in the packet relevant to the issue between the City of Howell, Highland-Howell, and the township.

An email from Mike Goryl of the LCRC regarding the Cedar Lake Road/Jewell Road intersection is included in the packet.

An incident report from the Michigan State Police is included in the packet.

A letter from Carlisle/Wortman Associates regarding recreation planning and grants is included in the packet.

A final copy of the audit is available for review in the clerk's office or on the website.

A new location has been identified for the proposed dog park, behind the Administration Building at Chilson and Grand River.

The indoor community sale is schedule for Saturday, December 15 from 9 am-4 pm.

Dan Lowe asked about a segment he heard on the radio regarding MHOG.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:49 pm. Tammy Beal seconded. **Motion carried 7-0.**