

MEMBERS PRESENT: Donald Green, Supervisor; Colleen Schwartz, Clerk; Cynthia Dagenhardt, Treasurer; Trustees Randal Busick, William Mazzara, Dale Wiltse, Brien Worrell

ALSO PRESENT: Jennifer Elowsky, Township Attorney; Larry Waligora, Fire Chief; Linda Dagenhardt, Part-Time Cemetery Staff; Tom Traciak, Township Financial Consultant; Mike McGee, Township Bond Counsel; Jeff VarnHagen, Wayne Walli, Police Chief; Aileen Wingblad, Milford Times; Twenty-Two Audience Members, Holly Brandt, Recording Secretary

Supervisor Green called the meeting to order at 7:33 p.m.

The Pledge of Allegiance was recited.

CALL TO THE PUBLIC

There was no response from the public.

CONSENT AGENDA

APPROVAL OF MNUTES, MARCH 18, 2009 (REGULAR);
APPROVAL OF BILLS (REGULAR & BOND): GENERAL FUND \$320,406.57; FIRE DEPARTMENT \$4,891.14; SENIOR CENTER \$1,667.15;
REQUEST, FUNDS FOR MEMORIAL DAY PARADE, \$1,000.00 – JOE SALVIA, AMERICAN LEGION POST 216;
ACCEPTANCE OF RESOLUTION FOR ADOPTION OF MILFORD COMMUNITY MASTER PLAN;
APPROVAL OF HAZARDOUS WASTE DAY, MAY 16, 2009 – ENVIRONMENTAL RECYCLING GROUP;
APPROVAL TO ATTEND CAPITAL IMPROVEMENTS PROGRAMS CLASS, \$75.00 – GREEN;
ADOPTION, ORDINANCE 156-A-134, DEFINITIONS, SECTION 32-2;
ADOPTION, ORDINANCE 156-A-135, REGULATIONS, SECTION 32-572;
ADOPTION, ORDINANCE 156-A 136, R-1-R ACCESSORY STRUCTURES, SECTION 32-129;
ADOPTION, ORDINANCE 156-A-137, R-1-S ACCESSORY STRUCTURES, SECTION 32-164;
JOINT PLANNING COMMISSION/ZONING BOARD OF APPEALS MEETING WITH TOWNSHIP ATTORNEY

Trustee Wiltse moved, Clerk Schwartz seconded to approve the consent agenda as presented. Roll call vote: **Yes** – Wiltse, Schwartz, Busick, Dagenhardt, Worrell, Mazzara, Green. **Vote unanimously carried.**

SUPERVISOR'S REPORT

Supervisor Green reported the Village planning commission has recommended approval of the fire station addition/renovation; Mr. Gene Schnelz has been appointed the receiver for the Milford Pointe Subdivision issue and the Milford recreational trail is almost complete.

Supervisor Green requested to add a request for the Milford Firefighters Association's annual pancake breakfast to be held on May, 17, 2009 to the agenda at the end of new business.

Clerk Schwartz moved, Treasurer Dagenhardt seconded to amend the agenda as requested. Vote unanimously carried.

PLANNING COMMISSION REPORT

Trustee Mazzara reported on the planning commission's meeting of March, 26, 2009.

ZONING BOARD OF APPEALS (ZBA) REPORT

Trustee Wiltse reported on the ZBA meeting of April 8, 2009.

FIRE DEPARTMENT REPORT

Chief Waligora reported that runs for the month of March totaled 65 with 206 year to date. He said the new engine is now at station #1 and should be in service by April 17, 2009.

Chief Waligora requested permission to hire three firefighter trainees. He said background checks have been completed but their physicals have not.

Trustee Wiltse moved, Clerk Schwartz seconded to approve hiring of firefighter candidates Todd Hawley, Nick Lanzetta and Mike Stevenson pending a satisfactory physical report. Vote unanimously carried.

2008 ANNUAL REPORT – MILFORD FIRE DEPARTMENT

Chief Waligora presented his report outlining various fire department activities, which included a breakdown of the number and type of calls for service and training events. Chief Waligora recognized the following firefighters for their service: Bob Roselle, forty years of service; Bob Schwartz, thirty years of service; Zeke Lewis, Amy Goan, Jeremy Young, five years of service; Bob Nahas exceptional duty award for fire community prevention programs; Al Lengeman, chief's award for service as training officer; Bob Schwartz, chief's award for grant writing and standard operating procedures manual; Joe Stefanik, distinguished service award for his perseverance under adverse conditions at a personal injury accident with entrapment; and Brian Kay and Jason Granroth, bravery award for their aggressive search for a victim at a fatal house fire.

Trustee Wiltse moved, Treasurer Dagenhardt seconded to approve the 2008 annual fire department report as presented. Vote unanimously carried.

UNFINISHED BUSINESS

INSURANCE CHANGE FOR TOWNSHIP OFFICE

Supervisor Green explained the current insurance provider has required the township to pay for insurance on township and village office building. He stated the bids for insuring the township buildings and vehicles as follows:

Ted Hartleb Agency	\$94,354.00
IBEX	\$58,523.00
Michigan Municipal League	\$47,714.00

The board discussed the current insurance situation and the bids and determined to accept the bid from the Michigan Municipal League (MML) without sewer and drain liability.

Trustee Busick moved, Treasurer Dagenhardt seconded to approve the bid from the MML in the amount of \$47,714.00 as presented. Roll call vote: **Yes** – Busick, Dagenhardt, Wiltse, Schwartz, Worrell, Mazzara, Green. **Vote unanimously carried.**

PART-TIME SEASONAL CEMETERY POSITION

Supervisor Green stated the township has contracts for both cemeteries for lawn care and maintenance. He said he has also contracted with various firms for additional maintenance work as needed.

Ms. Linda Dagenhardt, part-time seasonal cemetery employee, referred to the list of tasks she has accomplished since being hired.

The board discussed at length the scope of work to be done at the cemeteries and the lack of direction given to Ms. Dagenhardt as well as the core responsibilities of the township for maintaining the cemeteries. They also discussed the need to spend township funds responsibly in light of decreasing tax and state revenue funds due to the poor economy. It was noted that Ms. Dagenhardt has discovered and corrected many burial and ownership records at Oak Grove Cemetery.

Mrs. Wendy Valko, 1108 Garden Road, Milford, said she volunteers at Oak Grove Cemetery and she is aware that Ms. Dagenhardt spends a lot of time working at the cemetery.

Mr. Ron Valko, 1108 Garden Road, Milford, stated he and two others have worked at Oak Grove Cemetery under Ms. Dagenhardt's direction, through the Ford Motor Company's job bank program.

After continued discussion it was determined that Ms. Dagenhardt does perform a valuable service however they needed to determine the financial feasibility of the work being done. The board decided to continue the position for the season, which ends in November, and direct the clerk's office to establish a list of duties and direct the seasonal employee to keep a detailed log of tasks completed in order to determine what work is being done in relation to the funds budgeted for the position.

Trustee Busick moved, Trustee Worrell seconded to direct the clerk to establish a list of duties and reporting structure with a daily log kept by the employee to be reviewed at the end of the next seasonal cycle.

Discussion: Treasurer Dagenhardt asked Mrs. Elowsky if the township could legally scrutinize a particular employee and require them to keep a daily log. Mrs. Elowsky said they could.

Vote unanimously carried.

INTRODUCTION, ORDINANCE 198 – LAND DIVISION STANDARDS, SECTION 16-1
Trustee Mazzara and Mrs. Elowsky discussed several areas of the ordinance language.

Trustee Mazzara moved, Treasurer Dagenhardt seconded to introduce ordinance 198, land division standards, section 16-1. **Vote unanimously carried.**

INTRODUCTION, ORDINANCE 199 – LAND DIVISION STANDARDS, SECTION 16-36
Trustee Mazzara moved, Trustee Worrell seconded to introduce ordinance 199, land division standards, section 16-36. **Vote unanimously carried.**

NEW BUSINESS

RESOLUTION AWARDING SALE OF 2009 UNLIMITED TAX GENERAL OBLIGATION FIRE STATION BONDS

Mr. Tom Traciak, township financial advisor, explained the township needs to sell municipal bonds in order to provide the necessary funds for the construction of the fire station renovation/addition. He said the township needed a bond rating, which was issued from Standard & Poor's, prior to the sale of the bonds. He said the township received an AA rating, which only about twenty municipalities enjoy throughout the state. Mr. Traciak said four bids were received with the winning bid from Stifel Nicolaus & Co. offering a 4.5% interest rate over the twenty-year life of the bond. Mr. Traciak advised the board that this was a good interest rate given the tough economic climate.

Mr. Mike McGee, township bond counsel, said the bid was given to the lowest bidder with certain obligations from the township that he felt would not be a burden on the township.

Clerk Schwartz moved, Treasurer Dagenhardt seconded to adopt the resolution awarding sale of 2009 unlimited tax general obligation fire station bonds as presented. Roll call Vote: **Yes** – Schwartz, Dagenhardt, Mazzara, Worrell, Busick, Wiltse, Green. **Vote unanimously carried.**

REQUEST, APPROVAL OF MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ) APPLICATION FOR EXTENSION OF GROUND WATER DISCHARGE – CHILDS LAKE ESTATES

Trustee Wiltse moved, Treasurer Dagenhardt seconded to postpone until next month at the request of the applicant. **Vote unanimously carried.**

REQUEST, TEMPORARY USE PERMIT – CUPPUCCINOS COFFEE, JEFF VARNHAGEN

Mr. Jeff VarnHagen, presented his request, which included site plan, written permission from the property owners, licensing documents and health department approvals.

Supervisor Green said a letter was received from Mr. Nick Lomako, township planner, dated April 9, 2009, regarding various types of temporary use permits and township's past history of approving them. He said it was determined, since last month's meeting that a public hearing was not required and the board could grant a temporary use permit for this request without going through site plan approval with the planning commission.

Mrs. Elowsky said there are no temporary use provisions in the zoning ordinance other than in the definitions section and no process in place in the ordinance for approving this type of request. She said the zoning administrator could approve a temporary use permit and it would not be unlawful for the board to grant such a request. Mrs. Elowsky recommended that the board direct the planning commission to draft language that addresses temporary uses.

The board and Mrs. Elowsky discussed whether or not the request could be approved as a special event, which is also not addressed in the zoning ordinance.

Trustee Mazzara expressed concern that the ordinance did not specifically address special events of this nature. Mrs. Ekowsky said the board could determine that this is a "beta test" that qualifies as a special event, grant the request and direct the planning commission to address the weak language in the ordinance that pertains to this type of situation.

Treasurer Dagenhardt moved, Trustee Wiltse seconded that this "beta test" request is a special event that has not been requested before and to direct the planning commission and township attorney to address ordinance language relative to temporary use permits and establish proper procedure to hear such requests. The special event cannot exceed a six-month time frame, is not to set a precedent or establish a rule for any other requests as a continuing commitment to grant a request and the applicant is to post the traffic flow on the site as indicated. **Vote unanimously carried.**

BIDS FOR MILFORD RECREATIONAL TRAIL PARKING LOT APPROACH

Supervisor Green stated the bids received as follows:

Al's Asphalt Company	\$ 8,429.00
Nagle Paving Company	\$ 9,950.00
Florence Cement Company	\$11,004.00

Supervisor Green said he would like to have the parking lot paved before the trail gets paved where it meets the lot.

Treasurer Dagenhardt moved, Trustee Mazzara seconded to approve the bid from Al's Asphalt Company in the amount of \$8,429.00 provided they can complete the project prior to the paving of the trail where it meets the parking lot.

Roll call vote: **Yes** – Dagenhardt, Mazzara, Wiltse, Busick, Schwartz, Worrell, Green.
Vote unanimously carried.

**POND IMPROVEMENT, MILFORD MEMORIAL CEMETERY – MILFORD CEMETERY
ADVISORY COMMITTEE**

Mr. John Grissim explained the pond liner needs to be replaced and he has found a new liner with a 20 year warranty for about \$25,000.00. He proposed changing the grade to a 4 to 1 slope so the protective sand would not shift as much.

The board discussed the expense of replacing the pond and felt another aesthetic feature could be located there that would cost less.

Trustee Mazzara moved, Trustee Busick seconded to not move forward with the proposal to install a new pond liner and to direct the advisory committee to explore other alternatives. **Vote unanimously carried.**

**IMPROVEMENT OF ROADWAY, MILFORD MEMORIAL CEMETERY – MILFORD
CEMETERY ADVISORY COMMITTEE**

Mr. Grissim said there was 3,100 lineal feet of roadway at the cemetery. He explained he'd like the township to have bid specifications written for the project to grind up the existing roadway and use it along with crushed limestone for a base for the new paving.

Trustee Mazzara stated he would write the bid specifications in order to avoid additional expenditures. He asked Mr. Grissim to work with him on the bid specifications.

Trustee Mazzara moved, Trustee Worrell seconded to postpone until next month in order to write the bid specifications and send them out. **Vote unanimously carried.**

**FLAG HOLDERS FOR VETERANS GRAVES – MILFORD CEMETERY ADVISORY
COMMITTEE**

Supervisor Green said the advisory committee would like to install a more quality flag holder than the conduit that is presently used. He said the quote to purchase the new flag holders was \$4,630.00, which included concrete to set the holders. Supervisor Green felt other alternatives should be sought to help defray the cost.

Trustee Worrell moved, Trustee Wiltse seconded to postpone until next month's meeting. **Vote unanimously carried.**

2009 – 2010 MILFORD POLICE DEPARTMENT BUDGET

Chief Walli presented the proposed 2009 – 2010 police fund budget. The board and Chief Walli discussed at length the department's needs, the budget, the fund balance and possible future fund shortages.

Trustee Busick moved, Trustee Worrell seconded to accept the 2009 – 2010 police department budget as proposed with their suggestions kept in mind. Roll call vote: **Yes** – Busick, Worrell, Wiltse, Dagenhardt, Schwartz, Mazzara, Green. **Vote unanimously carried.**

APPROVAL OF LAWN MAINTENANCE BIDS FOR FIRE STATION #2

Trustee Mazzara moved, Trustee Wiltse seconded to allow Trustee Worrell to abstain from voting on this item. **Vote unanimously carried.**

Supervisor Green stated the bids as follows:

Farmington Landscape	27 weeks per year	2009-2010	\$50.00/week
		2011-2012	\$52.50/week
		2013	\$55.00/week
Your Way Property Svc	26 weeks per year	2009-2011	\$54.00/week
		2012-2013	\$56.00/week
	28 weeks per year	2009-2010	\$52.50/week
		2011-2012	\$54.00/week
		2013	\$55.00/week
Lawn World Inc	26 weeks per year	2009-2013	\$58.00/week
Including spring & fall cleanup		2009-2010	\$92.00/week
		2011-2012	\$94.00/week
		2013	\$96.00/week
Brien's Services	26 weeks per year	2009-2013	\$28.50 /week

Trustee Mazzara moved, Clerk Schwartz seconded to approve the bid from Brien's Services for lawn maintenance for fire station #2 for 26 weeks per year from 2009 – 2013 for \$28.50 per week as presented. Roll call vote: **Yes** – Mazzara, Schwartz, Worrell, Dagenhardt, Busick, Wiltse, Green. **Vote unanimously carried.**

ANNUAL TRAIL MAINTENANCE & REPAIR CONTRACT WITH HURON CLINTON METROPOLITAN AUTHORITY (HCMA)

Supervisor Green said the maintenance contract for the Milford Recreational Trail was a 50/50 split with the HCMA.

Trustee Busick moved, Trustee Wiltse seconded to approve the contract for trail maintenance with the HCMA as presented and authorize the clerk and supervisor to sign it. Roll call vote: **Yes** – Busick, Wiltse, Dagenhardt, Schwartz, Worrell, Mazzara, Green. **Vote unanimously carried.**

REQUEST, ANNUAL PANCAKE BREAKFAST, MAY 17, 2009 – MILFORD FIREFIGHTERS ASSOCIATION

Trustee Wiltse moved, Clerk Schwartz seconded to approve the request by the milford firefighters association for the annual pancake breakfast as presented. **Vote unanimously carried.**

BOARD MEMBER'S REMARKS

Trustee Wiltse suggested having a shredding company at the household hazardous waste day for residents' use.

**REGULAR BOARD MEETING
CHARTER TOWNSHIP OF MILFORD**

**APRIL 15, 2009
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Trustee Busick thanked Supervisor Green for calling the road commission to clean the culvert under Buno Road.

ADJOURNMENT

Trustee Wiltse moved, Treasurer Dagenhardt seconded to adjourn the meeting at 10:30 p.m. **Vote unanimously carried.**

Charter Township of Milford,

Colleen Schwartz, MMC
Clerk