

**REGULAR BOARD MEETING
CHARTER TOWNSHIP OF MILFORD**

**JUNE 15, 2011
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MEMBERS PRESENT: Donald Green, Supervisor; Holly Brandt, Clerk; Cynthia Dagenhardt, Treasurer; Trustees Randal Busick, William Mazzara, Dale Wiltse, Brien Worrell

ALSO PRESENT: Jennifer Elowsky, Township Attorney; Larry Waligora, Fire Chief; Aileen Wingblad, Milford Times; Nineteen Audience Members; Missy McDole, Recording Secretary

Supervisor Green called the meeting to order at 7:30 p.m.

The Pledge of Allegiance was recited.

CALL TO THE PUBLIC (NON-AGENDA ITEMS ONLY)

Mrs. Kathy Lewis, Indian Garden, Milford, stated her husband attended a hazardous waste collection in another community that was organized by R.R.R.A.S.O.C. (Resource Recovery and Recycling Authority of Southwest Oakland County), his wait time was about one minute.

CONSENT AGENDA

APPROVAL OF MINUTES, MAY 18, 2011 (REGULAR)
APPROVAL OF BILLS: (REGULAR & BOND): GENERAL, \$240,833.67; FIRE DEPARTMENT, \$13,712.90; SENIOR CENTER, \$2,368.23; SEMIS, \$2,011.99; LIBRARY/POLICE DEBT,\$476.55
RESOLUTION, CDBG PARTICIPATION AGREEMENT, 2012 – 2014

Trustee Wiltse moved, Trustee Busick seconded to approve the Consent Agenda as presented. Roll Call Vote: **Yes** – Wiltse, Busick, Mazzara, Worrell, Brandt, Dagenhardt, Green. **Vote unanimously carried.**

SUPERVISOR'S REPORT

Supervisor Green reported the following:

He has been working on an RFP for ambulance services.

The retired teachers of Huron Valley schools have adopted part of Milford Road for clean up.

Supervisor Green requested the following be added to the agenda at the end of New Business:

Naccarato Property

Trustee Wiltse moved, Trustee Mazzara seconded to amend the agenda as requested. **Vote unanimously carried.**

PLANNING COMMISSION REPORT

Trustee Mazzara reported on the meeting of May 26, 2011.

ZBA REPORT

Trustee Wiltse reported on the meeting of June 8, 2011.

FIRE DEPARTMENT REPORT

Chief Waligora reported the following:

Runs for May 2011: 111, ytd: 453. May 2010: 88, ytd: 400.

Call Break Down: Citizen Assist: 3, CO Alarm: 1, Dispatched/Cancelled: 1, Fire: 2, Fire Alarm: 1, Gas Leak: 1, Grass Fire: 1, Medical: 83, Odor Investigation: 1, PIA: 9, Smoke Investigation: 1, Tree Down: 1, Unauthorized Burn: 2, Wires Down: 4, Of the 92 Medical/PIA calls there were 104 patients; 59 BLS, 45 ALS, 31 sign-offs, MFD Transport: 3.

Milford Firefighters participated in 130.5 hours of training in May.

Tanker #2 has been sent to R & R repair for service to brakes and suspension.

Annual hose testing will be Tuesday, July 5, 2011.

Annual ladder testing will be Thursday, July 7, 2011.

Firefighter annual physicals have been completed.

Mrs. Kathy Lewis completed a class on fire dynamics-explosives while tutoring a student from Ohio and was recognized by Chief Waligora as an Honorary Junior Firefighter.

Chief Waligora stated Firefighter Bob Roselle was retiring after 43 years of service.

Chief Waligora informed the board the Fire Department's involvement in M.A.B.A.S. (Mutual Aid Box Alarm System), which provides regional mutual aid.

UNFINISHED BUSINESS

AMBULANCE SERVICE CONTRACT

Supervisor Green stated he has been drafting a Request For Proposal (RFP).

Trustee Busick stated a sub-committee should be created to compile and organize all of the information received and report back to the board prior to moving forward.

Treasurer Dagenhardt moved, Trustee Wiltse seconded to approve the creation of a sub-committee consisting of Trustees Busick, Mazzara and Worrell for the purpose of compiling information gathered on ambulance services prior to moving forward. Vote unanimously carried.

INDEPENDENT CONTRACTOR AGREEMENT, PLUMBING/MECHANICAL SERVICES – BERNARD BOYLE

INDEPENDENT CONTRACTOR AGREEMENT, ELECTRICAL SERVICES – ALTON KEE.

Supervisor Green explained the Independent Contractor Agreement regarding insurance. He stated it would be cost prohibitive for the contractors to provide their own insurance. However, the Township could add them to the Township's policy at a rate of \$300.00 each per year.

Mrs. Elowsky stated concerns with providing insurance to Independent Contractors who provide a service to the Township.

Supervisor Green stated the Township's insurance provider did not have any issues with adding them to the policy.

Mrs. Elowsky stated their contract would address all elements of employment.

Trustee Busick stated the independent contractors do not have any net benefit from this.

Trustee Mazzara moved, Clerk Brandt seconded to allow the Township Attorney to develop a contract for Independent Contractors, Bernard Boyle and Alton Kee that is included in the Township's errors and omissions policy.

Trustee Busick stated the contractors provide their own liability insurance, the Township is covering errors and omissions only and for consistency of application the Part Time Cemetery Employee should also be included.

Mrs. Elowsky explained the cemetery employee contract stated she is responsible to provide all insurance policies necessary.

Trustee Mazzara reiterated his motion was only in regards to errors and omissions insurance for independent contractors Bernard Boyle and Alton Kee.

Vote carried unanimously.

SOLICITATION ORDINANCE

Supervisor Green reminded the board to submit all changes to the sample ordinance to Mrs. Elowsky. Trustee Mazzara clarified the intent of the ordinance was for the Township and police to have knowledge of who was out in the township.

Clerk Brandt moved, Treasurer Dagenhardt seconded to postpone the item. **Vote carried unanimously.**

NEW BUSINESS

BIDS, MILFORD & DAWSON ROAD INTERSECTION IMPROVEMENT

Supervisor Green stated the bid opening was June 13, 2011 with seven bids received. Hubbell, Roth & Clark, Inc, Township's engineering firm recommended awarding the contract to Commerce Construction & Landscaping, Inc of Milford Township.

Treasurer Dagenhardt moved, Trustee Mazzara seconded to approve the bid from Commerce Construction & Landscaping, Inc of Milford for the Milford and Dawson Road intersection improvement project in the amount of \$527,450.78. Roll Call Vote: **Yes** – Dagenhardt, Mazzara, Worrell, Brandt, Busick, Wiltse, Green. **Vote unanimously carried.**

TRAIL USE PERMIT – HURON VALLEY SCHOOLS, H.O.T. ROBOTICS TEAM

Trustee Mazzara stated this group used the trail last year for the same event. He stated the Parks & Recreation Commission recommended approval to the Township Board.

Trustee Mazzara moved, Trustee Busick seconded to approve the Trail Use Permit for Huron Valley Schools H.O.T. Robotics Team for their event to be held on October 2, 2011. **Vote unanimously carried.**

REQUEST, SPONSORSHIP FUNDS – HURON VALLEY CIVIL WAR SESQUICENTENNIAL COMMEMORATION, JUNE 25 – 26, 2011

Joyce Clark, Huron Valley Civil War Committee, explained this year was the 150th anniversary of the Civil War. The committee will be holding an event on June 25 – 26,

2011. She gave a brief description of the event and what the requested \$3,500 sponsorship funds would help with.

Mrs. Kathy Lewis asked if The Village of Milford contributed to the event as it will take place within the village.

Clerk Brandt stated the Village of Milford's contribution was an in kind donation of \$1,000.00.

Treasurer Dagenhardt stated the board donated funds to many different organizations for various reasons.

The board discussed donation amounts given to other groups.

Trustee Busick stated \$3,500 was too much.

Treasurer Dagenhardt moved, Clerk Brandt seconded to approve sponsorship funds in the amount of \$1,500 towards Huron Valley Civil War Sesquicentennial Commemoration, Inc event to be held June 25 – 26, 2011.

Supervisor Green stated there needed to be a contract stating exactly how the \$1,500 sponsorship funds will be allocated for the event.

Roll Call Vote: **Yes** – Dagenhardt, Brandt, Busick, Wiltse, Mazzara, Worrell, Green.
Vote unanimously carried.

ANNUAL REPORT – HURON RIVER WATERSHED COUNCIL LIAISON, MARY BAJCZ
Mrs. Bajcz gave an overview of the past years ongoing and new projects. She stated over 2/3 of the Huron River Watershed Council's income was from grants and earmarked for specific projects. She stated, although not required, yearly dues from municipalities were greatly appreciated and were used where most needed.

CONTRACT FOR SERVICE AGREEMENT, \$1,000 – VILLAGE FINE ARTS ASSOCIATION

Mrs. Susan Gollon, Executive Director for The Village Fine Arts Association was present to answer any questions the board had regarding the contract and thanked them for their support the past years.

Trustee Busick moved, Treasurer Dagenhardt seconded to expend \$1,000 for the Village Fine Arts Association for activities, events and goals and direct the Township Supervisor to sign the contract. Roll Call Vote: **Yes** – Busick, Dagenhardt, Wiltse, Mazzara, Worrell, Brandt, Green. **Vote unanimously carried.**

REQUEST, FIRE CHIEF LEADERSHIP CONFERENCE, \$512.00 – CHIEF WALIGORA
Clerk Brandt moved, Treasurer Dagenhardt seconded to approve Chief Waligora's conference expense in an amount not to exceed \$512.00. Roll Call Vote: **Yes** – Brandt, Dagenhardt, Busick, Wiltse, Mazzara, Worrell, Green. **Vote unanimously carried.**

TAX ATTORNEY FOR MILFORD LAKES DEVELOPMENT MICHIGAN TAX TRIBUNAL CASE – WESTRATE & THOMAS

Supervisor Green requested to hire Westrate & Thomas for the Milford Lakes Development Michigan Tax Tribunal (MTT) case.

The Board discussed cost sharing with other affected entities.

Trustee Mazzara questioned the potential loss to the Township if a significant reduction was granted.

Supervisor Green stated Mr. Westrate did some investigating and said the township had a good case.

Trustee Mazzara requested an estimate of what the potential gain/loss would be for the Township.

Supervisor Green stated he would provide the board with any information he received.

Trustee Mazzara moved, Trustee Wiltse seconded to hire Westrate & Thomas for the Milford Lakes Development Michigan Tax Tribunal case. **Vote unanimously carried.**

NACCARATO PROPERTY

Lora Naccarato, 4991 South Hill Road, Milford, stated she was awaiting the issuance of a building permit. However, the building office would not release it without site plan approval. The property was zoned M-1, Industrial, the permit was for the construction of a barrier free restroom, 3 parking spaces and a handicap entrance ramp, which were necessary to meet the ordinance in the M-1 Zoning District.

Ms. Naccarato stated it was not necessary for site plan approval as it is an existing structure that they are just bringing to code.

The Board discussed whether the request should be heard by them or another board.

Trustee Wiltse stated this property owner was before the Zoning Board of Appeals a few years ago with a request to keep it zoned residential. It was denied because it had been vacant longer than 6 months, which reverted it to M-1, Industrial.

Trustee Mazzara moved, Trustee Wiltse seconded to allow the Building Official to release the building permit for the property located at 4991 South Hill based only on construction of legal parking, a barrier free ramp and a barrier free restroom, but in the event there are any outstanding circumstances surrounding the building permit the building official has the authority to resolve it. **Yes** – Mazzara, Wiltse, Brandt, Dagenhardt, Worrell, Green. **No** – Busick. **Vote carried.**

Supervisor Green requested to add the following item to the agenda:

2011 Tax Rate Request – L4029 form

Clerk Brandt moved, Trustee Busick seconded to amend the agenda as requested. **Vote carried unanimously.**

Trustee Wiltse moved, Trustee Busick seconded to adopt the L-4029 form, 2011 Tax Rate Request. **Vote unanimously carried.**

BOARD MEMBERS REMARKS

Clerk Brandt stated Milford Garden Club's Garden Walk will be held on June 18, 2011.

Treasurer Dagenhardt stated Zonta club is having a Bake-Off during the Civil War Event on June 25, 2011, and The Milford Firefighters Association will be having a pancake breakfast.

ADJOURNMENT

Trustee Wiltse moved, Trustee Busick seconded to adjourn the meeting at 9:05 p.m.
Vote unanimously carried.

Charter Township of Milford,

Holly Brandt, CMC
Clerk