

**REGULAR BOARD MEETING
CHARTER TOWNSHIP OF MILFORD**

**JULY 18, 2007
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MEMBERS PRESENT: Donald Green, Supervisor; Colleen Schwartz, Clerk; Cynthia Dagenhardt, Treasurer; Trustees Randal Busick, William Mazzara, Dale Wiltse, Brien Worrell (arrived at 7:35)

ALSO PRESENT: Bill Kelley, Township Attorney; Larry Waligora, Fire Chief; Jeremy Young, Fire Inspector; George Hubbell, Jon Booth, Township Engineers; Aileen Wingblad, The Milford Times; Twelve Audience Members, Holly Brandt, Recording Secretary

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

The Pledge of Allegiance was recited.

CONSENT AGENDA

APPROVAL OF MINUTES, JUNE 20, 2007 (REGULAR); APPROVAL OF BILLS: GENERAL FUND \$278,041.39, FIRE DEPARTMENT \$11,901.70, SENIOR CENTER \$19,598.81, SEMIS \$24,765.29; REQUEST FOR FUNDS, \$4,000.00, HURON VALLEY COUNCIL FOR THE ARTS; REQUEST FOR FUNDS, \$1,500.00, MILFORD MEMORIES SPONSOR; INTRODUCTION, ORDINANCE AMENDMENT 156-A-123, SITE PLAN ADMINISTRATIVE REVIEW; INTRODUCTION, ORDINANCE AMENDMENT 156-A-124, OFF STREET PARKING AND LOADING REQUIREMENTS; RESOLUTION TO JOIN THE MICHIGAN LIQUID ASSET FUND PLUS; BUDGET ADJUSTMENTS:

209-000-390-000	Fund Balance MM	\$	5,568.75	
209-000-390-001	Fund Balance OG	\$	5,568.75	
209-276-703-001	Cemetery Part-Time			\$ 11,137.50
101-371-862-000	Travel Expense	\$	20.00	
101-371-860-000	Transportation			\$ 20.00
209-000-390-000	Fund Balance MM	\$	445.50	
209-000-390-001	Fund Balance OG	\$	445.50	
209-276-715-000	soc sec			\$ 891.00
291-673-704-000	Employees Soc Sec	\$	4,525.00	
291-673-715-000	Payroll Taxes			\$ 4,525.00
	Total Adjustments	\$	16,573.50	\$ 16,573.50

Treasurer Dagenhardt moved, Trustee Wiltse seconded to approve the Consent Agenda as presented. Roll call vote: **Yes** – Dagenhardt, Wiltse, Busick, Schwartz, Mazzara, Green. **Absent** – Worrell. **Vote unanimously carried.**

SUPERVISOR'S REPORT

Supervisor Green announced the township has received a plaque from Congressman Thaddeus McCotter in honor of Milford's 175th anniversary.

PLANNING COMMISSION REPORT

Trustee Mazzara gave a brief synopsis of the Planning Commission meeting held on June 28, 2007.

ZONING BOARD OF APPEALS (ZBA) REPORT

Trustee Wiltse gave a brief synopsis of the ZBA meeting held on June 11, 2007.

FIRE DEPARTMENT REPORT

Chief Waligora reported the following:

Runs for the month of June totaled 117 with 545 year to date.

Seven Milford firefighters attended an extrication class held at General Motors Proving Grounds. Champion Rescue Tools donated a hydraulic spreader/cutter to the Milford Fire Department. The tool, valued at \$5,000.00 can perform as a spreader or, in less than 30 seconds can be converted to a cutter.

The department received cost recovery funds, in the amount of \$3,116.00, from Iverson's Lumber for the fuel oil release that occurred in April, 2007.

Mr. Jason Granroth has recently been hired as a firefighter. He is certified as a Firefighter II and has completed Emergency Medical Training.

PRESENTATION, FIRE INSPECTIONS

Firefighter Jeremy Young gave a presentation on what a fire inspector does and the need for the department to have a full-time fire inspector. He explained that he currently performs inspections part-time in addition to his on-call firefighter duties. Mr. Young listed the daily responsibilities of the position as follows: conduct annual fire inspections of the current 484 businesses and do follow-up, establish pre-plans for those existing businesses, perform plan reviews and serve as a life safety consultant for proposed construction projects and educate the public in fire safety. He felt township businesses and residents would be better served by an in-house inspector rather than contracting for the service.

The board and Mr. Young discussed the proposal for a full-time fire inspector. Board members felt having a full-time inspector would help reduce safety violations and help prevent unsafe conditions when businesses alter their buildings without following the proper approval process. They agreed that having

a fire department inspector would provide better service than a contracted inspector. Mr. Young informed the board that the State of Michigan currently performs inspections for the schools however the fire department is able to conduct courtesy inspections.

Trustee Mazzara moved, Trustee Busick seconded to advertise for the fire inspector position and authorize the Fire Chief to set up an interview panel.

Discussion:

Mrs. Mary Buha, 1077 Parkway Court, Milford, expressed concern for the poor condition of the gravel roads in the township and the wear and tear to fire vehicles. Chief Waligora responded that he has written many letters to the Road Commission for Oakland County (RCOC) regarding the roads. He said the RCOC is well aware of the problem. Supervisor Green said he would call the RCOC again.

Vote unanimously carried.

UNFINISHED BUSINESS

ARCHITECT SELECTION FOR PROPOSED FIRE STATION

Supervisor Green explained that he would like to put out a Request for Proposal (RFP) for architectural services with the intention of getting a response from many firms. He felt having a large selection of firms to select from would reduce costs.

Treasurer Dagenhardt moved, Trustee Mazzara seconded to postpone for further information. **Vote unanimously carried.**

ADOPTION, ORDINANCE 156-A-122, PLANNED UNIT DEVELOPMENT (PUD)

Treasurer Dagenhardt moved, Clerk Schwartz seconded to postpone until township attorney Jennifer Elowsky can attend the meeting. **Vote unanimously carried.**

PROPOSAL, PLANNER REVIEW OF TOWNSHIP ORDINANCE WITH ZONING ENABLING ACT – WADE-TRIM

Supervisor Green stated that Wade Trim, the township's planning firm, has proposed to assess the current zoning ordinance and administrative procedures as they relate to the new Michigan Zoning Enabling Act (PA110 of 2006).

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

PROPOSAL, DEVELOPMENTAL DESIGN STANDARDS GUIDE – WADE-TRIM
The board discussed the proposal from Mr. Nick Lomako, township planner, dated July 9, 2007, which outlined establishing a guide. Supervisor Green stated the proposed cost was be \$35,000.00, which the board felt was excessive.

Treasurer Dagenhardt moved, Trustee Mazzara seconded to deny acceptance of the proposal in the amount of \$35,000.00, deemed to be excessive. **Vote unanimously carried.**

NEW BUSINESS

LAND DIVISION APPEAL, DIANE SHAW – 16-06-200-005

Trustee Mazzara stated the division, if approved, would correct an existing lot line issue between adjacent parcels one owned by Ms. Diane Shaw and the other by her brother Mr. Michael Marsh.

Clerk Schwartz moved, Trustee Mazzara seconded to approve the land division appeal for Diane Shaw, property located at 1777 N. Hickory Ridge Trail, 16-06-200-005, as recommended by the planning commission. **Vote unanimously carried.**

PROPOSAL, ATTORNEY REVIEW OF TOWNSHIP ORDINANCE WITH ZONING ENABLING ACT (INCLUDES A PROPOSAL FOR ELIMINATION OF USE VARIANCES, POSTPONED FROM JUNE 20, 2007)

Supervisor Green stated that Mrs. Elowsky would conduct a legal review of the zoning ordinance for compliance with PA 110 in conjunction with Wade-Trim, as indicated in a letter dated July 10, 2007. She would also draft an ordinance for conditional zoning agreements and the elimination of use variances.

Trustee Wiltse moved, Trustee Busick seconded to accept the proposal in an amount not to exceed \$1,425.00 as presented. Roll call vote: **Yes** – Wiltse, Busick, Dagenhardt, Schwartz, Worrell, Mazzara, Green. **Vote unanimously carried.**

INTRODUCTION, ORDINANCE AMENDMENT 194, SEWER ORDINANCE

Supervisor Green noted that page seven (7) only of the fifty (50) page ordinance is being amended in regards to administrative costs.

Trustee Mazzara moved, Trustee Wiltse seconded to introduce Ordinance Amendment 194, Sewer Ordinance as presented. **Vote unanimously carried.**

APPROVAL, SEWER TAP INSTALLMENT AGREEMENT DOCUMENT

Treasurer Dagenhardt moved, Clerk Schwartz seconded to approve the Sewer Tap Installment Agreement document as presented. **Vote unanimously carried.**

APPROVAL, SEWER TAP – UNIT REVIEW AGREEMENT DOCUMENT

Treasurer Dagenhardt moved, Clerk Schwartz seconded to approve the Sewer Tap Unit Review Agreement document as presented. **Vote unanimously carried.**

CALL TO THE PUBLIC

Mrs. Mary Buha, 1077 Parkway Court, Milford, again addressed the issue of the poor condition of roads within the township.

Mrs. Buha expressed concern for the excessive noise that she and her neighbors experience during cruise days at Baker's of Milford, each Sunday in the summer months. Mrs. Buha and Supervisor Green discussed the situation and Supervisor Green said he would contact Mr. Chris Baker.

EXECUTIVE SESSION

Trustee Wiltse moved, Treasurer Dagenhardt seconded to adjourn the regular meeting and go into Executive Session to discuss a written legal opinion at 8:17 p.m. **Vote unanimously carried.**

Motion to resume regular board meeting at 9:57 p.m.

BOARD MEMBER'S REMARKS

There were no remarks from the board members.

ADJOURNMENT

Supervisor Green adjourned the meeting at 9:57 p.m.

Charter Township of Milford,

Colleen Schwartz, MMC
Clerk