

**Exhibit E**

**9/19/18 Minutes**

**REGULAR BOARD MEETING  
CHARTER TOWNSHIP OF MILFORD**

**September 19, 2018  
PAGE 1**

**MEMBERS PRESENT:** Donald Green, Supervisor; Holly Brandt, Clerk; Trustees, Dale Wiltse, William Mazzara, Brien Worrell

**ABSENT:** Cynthia Dagenhardt, Treasurer; Trustee Randal Busick

**ALSO PRESENT:** Jennifer Elowsky, Township Attorney; Thomas Moore, Fire Chief; Tom Lindberg, Police Chief, Natalie Scime, Recording Secretary; 25 Audience Members

Supervisor Green called the meeting to order at 7:31

**CALL TO THE PUBLIC (NON-AGENDA)**

Jeremy Linn, Linn's Tree Service would like to request from the board to not pursue collections against him for damages done at Oak Grove cemetery to the oak trees.

Clerk Brandt stated that the second arborist opinion revealed that long term damage was not done to the oak trees as previously thought, and the damage was not just done this last pruning season.

Supervisor Green moved, Clerk Brandt seconded to drop the collection for damages against Linn's Tree Service. Vote unanimously carried.

**CONSENT AGENDA**

APPROVAL OF MINUTES, AUGUST 15, 2018 (REGULAR); APPROVAL OF BILLS -- GENERAL FUND, FIRE DEPARTMENT, SENIOR CENTER; RESOLUTION, SEPTEMBER AS NATIONAL RECOVERY MONTH -- OAKLAND COMMUNITY HEALTH NETWORK; BUDGET ADJUSTMENT, 811 ACCOUNT; TREE PERMIT FOR ORDINANCE 156-A-192, TREE PROTECTION

Trustee Wiltse moved, Trustee Mazzara seconded to approve the consent agenda as presented Roll call vote: Yes- Wiltse, Mazzara, Green, Brandt, Worrell Vote unanimously carried.

**LITIGATION UPDATE**

Township Attorney Elowsky gave an update on litigation.

**SUPERVISOR'S REPORT**

Supervisor Green gave his report and also requested to go into a closed session at the end of the meeting to discuss attorney client privilege.

Clerk Brandt moved, Trustee Wiltse seconded to move into closed session at the end of the meeting to discuss attorney client privilege. Vote Unanimously Carried.

**PLANNING COMMISSION REPORT (August 31, 2018)**

Trustee Mazzara did not attend the meeting and there was no synopsis done.

**REGULAR BOARD MEETING  
CHARTER TOWNSHIP OF MILFORD**

**September 19, 2018  
PAGE 2**

**ZONING BOARD OF APPEALS REPORT (September 12, 2018)**

Trustee Wiltse gave the Zoning Board of Appeals report. There was only one item on the agenda and it was denied based upon findings of fact.

**FIRE DEPARTMENT REPORT**

Chief Moore gave the Fire Department Report.

**UNFINISHED BUSINESS**

**REVISED PERSONNEL POLICY**

Township Attorney Elowsky stated that the Personnel Policy has been updated, she has supplied all of her comments on the original copy of what was changed and why.

Trustee Wiltse moved, Trustee Mazzara seconded to postpone the adoption of the personnel policy until the October meeting. Vote unanimously carried.

**DISCUSSION, PROPOSAL ON RENTAL INSPECTION ORDINANCE**

Supervisor Green has not heard back regarding a quote to have a company do the rental inspections for our Township.

**LETTER OF AGREEMENT, SANITARY SEWER CONNECTION- ROAD COMMISSION FOR OAKLAND COUNTY**

Supervisor Green stated that Township Attorney Elowsky is working with the Oakland County Road commission on the letter of agreement.

**NEW BUSINESS**

**SITE PLAN S-18-5001- FULL SERVICE MARINE, 16-25-100-064**

Clerk Brandt stated that Full Service Marine has not filed a site maintenance agreement with the Township. The site plan approval should be conditioned on the filing of that document.

Trustee Mazzara moved, Trustee Worrell seconded to approve site plan S-18-5001-Full service marine with the condition that Full Service Marine files a site maintenance agreement. Vote unanimously carried.

**SITE PLAN FOR MILFORD FIRE DEPARTMENT TRAINING FACILITY AT STATION #2- CHIEF MOORE**

Chief Moore stated that the site plan appeared before the planning commission and they reviewed the plans.

REGULAR BOARD MEETING  
CHARTER TOWNSHIP OF MILFORD

September 19, 2018  
PAGE 3

Trustee Wiltse Moved, Trustee Mazzara seconded to approve the Fire Department request for the training facility at station #2 with the condition that any landscaping that is needed will be done. Vote unanimously carried.

REQUEST, CONCRETE PAD FOR FIRE DEPARTMENT TRAINING FACILITY- CHIEF MOORE

Chief Moore stated that since the site plan for station two has been approved it now needs to be built, the first step for that is to lay concrete, which he would like to have done before winter. He would like to request to contract with San Angelo Construction for the installation of the concrete pad.

Trustee Worrell moved, Trustee Wiltse seconded to approve Chief Moore to contract with San Angelo Construction of Milford, Michigan for the installation of the concrete pad due to the completeness of their bid in the amount not to exceed \$5,610.00. Roll Call Vote, Yes: Worrell, Wiltse, Brandt, Green, Mazzara Vote unanimously carried.

REQUEST, PURCHASE OF TWO SEA CONTAINERS FOR FIRE DEPARTMENT TRAINING FACILITY- CHIEF MOORE

Chief Moore stated that the sea containers will be the structure for the training facility.

The board discussed the containers and suggested to Chief that if any of the containers have any graffiti on them when delivered that the graffiti should be covered up.

Trustee Wiltse moved, Trustee Worrell seconded to approve Chief Moore's request to contract with IPL Management LLC, for the purchase and placement of (2) Sea-Containers described above in the amount not to exceed, \$4,150.00 Roll Call Vote, Yes: Worrell, Wiltse, Brandt, Green, Mazzara

REQUEST, PURCHASE OF MSA ALTAIR 4XR MULTI-GAS MONITOR- CHIEF MOORE

Trustee Worrell moved, Trustee Mazzara seconded to approve Chief Moore's request to purchase the MSA Altair 4XR Multi-Gas Monitoring package in the amount not to exceed \$998.00 from Premier Safety Equipment of Chesterfield, Michigan. Roll Call Vote, Yes: Worrell, Mazzara, Green, Wiltse Brandt Vote unanimously carried.

REQUEST, PURCHASE OF NEW EXTRICATION EQUIPMENT- CHIEF MOORE

Chief Moore stated that an opportunity came up to receive a discount on extrication equipment that is scheduled to be replaced in the future. Since this discount has come up he would like to purchase the extrication equipment now.

Trustee Wiltse moved, Trustee Mazzara seconded to approve Chief Moore's request to purchase an extrication package not to exceed \$35,000.00 from Apollo Equipment of

**REGULAR BOARD MEETING  
CHARTER TOWNSHIP OF MILFORD**

**September 19, 2018  
PAGE 4**

Romeo, Michigan. Roll Call Vote Yes: Wiltse, Mazzara, Worrell, Brandt, Green **Vote unanimously carried.**

**PROPOSED ZONING MAP RE-ALIGNMENT FROM R-1-S TO RECREATION-PARCEL 16-132-126-008**

Clerk Brand moved, Trustee Mazzara seconded to postpone the zoning map realignment until the other parcel gets approved. **Vote unanimously carried.**

**SET PUBLIC HEARING, OCTOBER 17, 2018- 2019 CDGB FUND ALLOCATIONS**

Trustee Worell moved, Trustee Mazzara seconded to set the public hearing the 2019 CDGB fund allocations for October 17, 2018. **Vote unanimously carried.**

**REQUEST, FILL & GRADE PERMIT, 2610 PEARSON ROAD, 16-20-200-039- JOEL HACK**

David Mamo who live at 2488 Pearson road and is the neighbor to 2610 Pearson Road gave a presentation on how the addition of the driveway and filling of dirt has affected his property. Water that in the past would fill a seasonal pond on 2610 Pearson Road now flows and floods his property when there is heavy rain. Mr. Mamo attributes this to the changes that have been made to the property.

Township Attorney Elowsky stated that it would be appropriate for the board to direct the issues brought forth by Mr. Mamo to the Township Engineer and the Building Official.

Bill Rodgers the builder for the project spoke about the property and what has been done with it. In order to keep the property from flooding culverts have been put in.

Clerk Brandt stated that the drawing that was provided in the packet to the board members is the only drawing that is in the file that has been provided to the Township and if there are more documents about this property they should be provided to the board to be able to make an informed decision.

Township Attorney Elowsky feels uncomfortable having the board make a decision on this without having more documentation and having the Township engineer look further into this issue.

Clerk Brandt stated that the building official indicated that the homeowner did not get a plan for our engineer to review for quite some time. The permit was pulled in November of 2017 and the letter from our engineer is dated July of 2018 so there was a large timeframe where the Township was waiting on information.

REGULAR BOARD MEETING  
CHARTER TOWNSHIP OF MILFORD

September 19, 2018  
PAGE 5

Trustee Mazzara moved, Trustee Wiltse seconded to postpone the fill & grade permit for 2610 Pearson Road until the board has more information from the Township engineer regarding the property. Vote unanimously carried.

REQUEST, HIRE TOWNSHIP PLANNER FOR RECREATIONAL MASTER PLAN UPDATE- PARKS & RECREATION COMMISSION

Trustee Mazzara stated that minor modifications have been made to the Recreational Master Plan, but they would not be up to the standard required to receive funding from a grant. He would like to have the plan amended by Wade Trim so it is up to the standard to receive funding from grants for the trails.

Trustee Mazzara moved, Trustee Wiltse seconded to hire Wade Trim do an addendum to the Recreational Master Plan. Vote unanimously carried

REQUESTS, PRE-PURCHASE OF 2019 CONCERT ITEMS: 1 BAND, WATER FOR PERFORMERS, PARKING SIGNS – PARKS & RECREATION COMMISSISON

Trustee Mazzara stated that part of the purpose of bringing this before the board was to see if it was something that was able to be done. According to the memo that was prepared by the Township financial officer Lori Jacobs it is clear that this is not something that can be done and be a good accounting practice.

Clerk Brandt stated that a motion is not necessary and no action will be taken.

REQUEST, FUNDS FOR ANNUAL FALL COMMUNITY PICNIC, SEPTEMBER 29, 2018

Trustee Mazzara stated that the parks and recreation commission would like to request \$2500 for the annual fall picnic.

Trustee Wiltse moved, Clerk Brandt seconded to approve \$2500.00 for the park and recreation's annual fall picnic. Roll Call Vote, Yes: Wiltse, Brandt, Mazzara, Green, Worrell. Vote unanimously carried.

REQUEST, TRAIL USE PERMIT, ANNUAL TOUR DE LIVINGSTON, OCTOBER 7, 2018 – HOWELL ROTARY CLUB

Trustee Mazzara moved, Trustee Worrell seconded to approve the trail use permit for the Annual Tour De Livingston on October 7<sup>th</sup> Howell Rotary Club and waive the fee. Vote unanimously carried.

RESIGNATION, PARKS & RECREATION COMMISSION- JAY MCDOWELL

Trustee Mazzara moved, Clerk Brandt seconded to accept with regrets Jay McDowell's resignation from the Parks & Recreation Commission. Vote unanimously carried.

REGULAR BOARD MEETING  
CHARTER TOWNSHIP OF MILFORD

September 19, 2018  
PAGE 6

APPOINTMENT, PARKS & RECREATION COMMISSION – HEATHER  
WORTHINGTON, TERM ENDING 12/31/18

Trustee Mazzara moved, Clerk Brandt seconded to appoint Heather Worthington to the  
Parks & Recreation Commission, Term ending 12/31/2018. Vote unanimously carried.

CLOSED SESSION FOR ATTORNEY CLIENT PRIVILEGE

Trustee Mazzara moved, Trustee Wiltse seconded to move into a closed session for  
attorney client privilege at 8:44 pm. Roll call Vote, Yes: Mazzara, Wiltse, Worrell,  
Green, Brandt.

**Adjournment**

Supervisor Green adjourned the meeting at 8:51

Charter Township of Milford,

Holly Brandt, Clerk