

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
STUDY SESSION  
TUESDAY, DECEMBER 6, 2016  
PROPOSED MINUTES**

Supervisor Heise called the meeting to order at 7:00 p.m. and Clerk Jerry Vorva led in the Pledge of Allegiance to the Flag.

**MEMBERS PRESENT:** Kurt Heise, Supervisor  
Jerry Vorva, Clerk  
Mark Clinton, Treasurer  
Charles Curmi, Trustee  
Jack Dempsey, Trustee  
Robert Doroshewitz, Trustee  
Gary Heitman, Trustee

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Patrick Fellrath, Dir. of Public Utilities  
Mark Lewis, Chief Building Official  
Dan Phillips, Fire Chief  
Jana Radtke, Comm. Dev. Dir/Planner  
Thomas Tiderington, Police Chief  
David Richmond, Spalding DeDecker Associates  
Sandra Groth, Deputy Clerk  
Alice Geletzke, Recording Secretary  
35 Members of the Public

**D. APPROVAL OF AGENDA**

Study Session – Tuesday, December 6, 2016

Mr. Heise added Item G2, Comments by Board Members and asked that Item F.4, Cross-Connections Agreement, and Item F.5, Extension of Cluster Housing Approval, be moved forward on the agenda to be discussed prior to Items F.1 and F.2.

Moved by Mr. Doroshewitz and seconded by Mr. Dempsey to approve the agenda as amended. Ayes all on a roll call vote.

**E. PUBLIC COMMENTS AND QUESTIONS**

Brian Bentley read a statement welcoming the new board and Gloria Rodriguez noted the need for children's clothing in sizes 2-4 at the clothing bank located at the high school.

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
STUDY SESSION  
TUESDAY, DECEMBER 6, 2016  
PROPOSED MINUTES**

**F. NEW BUSINESS**

4) Cross-Connections Agreement – Patrick Fellrath

Mr. Fellrath explained that state law requires water utilities to conduct a comprehensive control program for the elimination and prevention of cross connections. Requirements include routine inspections of non-resident customers and an annual submission of a report to the State on the status of the program.

HydroCorp has administered the Township's program since December of 2010. The current agreement expires on December 11, 2016, and a proposed Professional Service Agreement is recommended for one year with two automatic renewals.

5) Extension of Cluster Housing Approval – Edinburgh Estates – Jana Radtke

Mrs. Radtke reviewed the history of delays for this proposed cluster housing condominium development, which will contain 6 detached single family homes. Tentative and Final Site Plan Approval has been granted by the Planning Commission, but in order for the project to be considered by the Board of Trustees, the engineering review process must be completed, requiring all necessary permits to be secured from Wayne County. An extension is being requested by Centennial Home Group LLC while they finalize the permit review process with Wayne County. Two-year extensions have been granted as past practice.

1) Discussion on 2017 Budget – Treasurer Clinton

Mr. Clinton discussed with Board members the budget that would be presented, which was prepared prior to September 1. He also discussed how the present bank depositories are being used and that his recommendations for the coming year will be presented at the next regular Board meeting.

Ed Haggerty had questions about the credit cards.

2) Audit Update – Plante and Moran

Martin Olejnik and Melanie Crowther of Plante and Moran discussed at length with Board members their continuing efforts to complete the audit.

3) Department of Justice (DOJ) Audit – Police Chief Tiderington and Plate – Moran

Chief Tiderington gave a history of events which led up to asking for an audit of the Drug Forfeiture Account to make sure funds were being accounted for properly and used for allowable purposes. He believes additional funds will be forthcoming soon now that replacement of missing/unaccounted for checks is being requested and reimbursement has been made by the Township to the Federal Drug Forfeiture Account.

**CHARTER TOWNSHIP OF PLYMOUTH  
BOARD OF TRUSTEES  
STUDY SESSION  
TUESDAY, DECEMBER 6, 2016  
PROPOSED MINUTES**

- 6) Discussion on Procedures for Board of Trustees Agendas and Minutes – Clerk Vorva

Board members discussed coming up with procedures for preparation and publication of agendas and minutes such as deadlines for agenda items, summary or verbatim minutes, and newspaper publication.

**G. 1) PUBLIC COMMENTS AND QUESTIONS** – There were none.

- 2) **SUPERVISOR AND BOARD MEMBERS COMMENTS AND QUESTIONS**

Board Members discussed selling the snow-making machine, assessing notices for personal property taxes, and park closing hours.

**H. ADJOURNMENT**

Moved by Mr. Heitman and seconded by Mr. Dempsey to adjourn the meeting at 9:44 p.m. Ayes all.

---

Jerry Vorva, Township Clerk