

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
STUDY SESSION
TUESDAY, MAY 16, 2017
APPROVED MINUTES**

Supervisor Heise called the meeting to order at 7:00 p.m.

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
Dan Phillips, Fire Chief
Thomas Tiderington, Police Chief
Kevin Bennett, Township Attorney
Laura Haw, McKenna Associates
David Richmond, Spalding DeDecker
Sandra Groth, Deputy Clerk
Amy Hammye, Deputy Treasurer
Alice Geletzke, Recording Secretary
24 Members of the Public

Police Officer Christopher Wilder led in the Pledge of Allegiance.

OATH OF OFFICE – POLICE OFFICER CHRISTOPHER WILDER – Clerk Vorva

Clerk Vorva administered the oath of office Police Officer Christopher Wilder and his proud parents pinned on his badge.

Mr. Heise then presented the proclamation for National Police Week to Chief Tiderington and a group of Township police officers. He also presented the proclamation for Emergency Medical Services Week to Fire Chief Phillips and the proclamation for National Public Works Week to Patrick Fellrath, Director of Public Utilities.

A. APPROVAL OF AGENDA
Study Session - Tuesday, May 16, 2017

Moved by Mr. Dempsey and seconded by Mr. Heitman to approve the agenda for the Board of Trustees study session of Tuesday, May 16, 2017. Ayes all.

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B. PUBLIC COMMENTS AND QUESTIONS – There were none.

C. TUSCANY RESERVES OF PLYMOUTH - Laura Haw

Laura Haw reviewed the background and the final site plan approval given by the Planning Commission at their meeting of April 19, contingent on items identified in staff reports to be addressed administratively, as well as approval being conditional upon the Township Attorney's satisfaction with the legal documents. The proposal for 18 detached single-family residences is located on approximately 9.5 acres south of Ann Arbor Trail, east of McClumpha.

Applicant Leo Gonzales addressed the Board and answered questions, particularly about the landscaping along Ann Arbor Trail and along the west property line.

The Board also discussed the possibility of budgeting for and obtaining rights-of-way for extending the sidewalk, as well as clarifying the area posted with crossing signs but no painted crosswalk.

Attorney Bennett also reviewed the stipulations in his memo, and indicated all documents must be in order prior to final site plan approval by the Board.

D. CONSTRUCTION BOARD OF APPEALS ORDINANCE – Attorney Bennett & Building Official Lewis

Board members discussed with Attorney Bennett and Building Official Lewis the mandate by State statute that a Construction Board of Appeals be created of not less than three nor more than seven members, with the Building Official being an ex-officio, non-voting member. According to Attorney Bennett, the purpose of the Construction Board of Appeals is if the Township refuses to grant an application for a building permit, or if the Building Official makes any decision pursuant to the codes, an interested person may file an appeal in writing to the Construction Board of Appeals. In the proposed ordinance, the Supervisor nominates members who have experience or knowledge of the codes, to be approved by the Board.

D. TAX ADMINISTRATION FEE – Treasurer Clinton

E. TAX PENALTY FEE – Treasurer Clinton

Mr. Clinton noted the limitations for future revenue growth and reviewed the figures he presented to show the revenue that can be generated by various fees such as placing a 3% penalty for the taxes not paid by February 14 before the taxes are turned over to Wayne County on March 1, raising a possible \$13,929. The Board discussed the possible rise in administrative work in the Treasurer's office for collection if the payment is received without the fee.

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A tax administration fee, up to 1%, also may be placed on summer or winter taxes, or both. This would raise approximately \$626,570 if 1% is placed on both tax bills, and the average household would pay an additional \$43.17 and business would pay \$89.39. These funds can be used only to cover assessing and treasury functions, thus freeing money currently used back into the general fund. Though the taxes are distributed to other entities, the Township is bearing the entire cost of assessing, collecting and distributing the taxes, despite receiving only 10% of the funds.

Among the questions asked were whether or not the Township portion of tax collections can be excluded from the fee, whether it can be levied just on businesses or homeowners, and whether audit and accounting functions can be covered by the collections.

Mr. Clinton indicated that 16 neighboring communities charge the administration fee and 3 communities—Livonia, Novi and Northville Township—do not.

If the 1% fee is imposed, the funds that the school district and Schoolcraft College recently agreed to pay will not be collected from them.

As part of consideration of whether or not to levy the fees, Board members talked about having to recognize unfunded liabilities and plan for funding them.

Mr. Clinton indicated if the administrative fee is to be levied on the summer taxes, the time frame is very limited, and Board members discussed when to possibly take action. It was also suggested to take action as part of the whole budget process, thereby giving more notice to taxpayers.

Resident Paul Sharp asked for the history on the unfunded OPEB costs and Don Soenen noted the Township needs to get ahead of the unfunded costs before they are dragged down,

Board members recessed briefly at 8:35 p.m. and returned to open session at 8:45 p.m.

F. FIRE STATION #2 UPDATE – Supervisor Heise and Fire Chief Phillips

Fire Chief Phillips indicated the Department of Homeland Security has offered a grant of approximately \$50,000 to the Fire Department for hand-held radios if the station is reopened.

He then reviewed the cost breakdown he presented to Board members from July 2017 through the end of the year 2020 to hire three additional firefighters and to fund reopening Fire Station No. 2.

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Board members discussed lacking plan information and finalization with Northville Township on their possible pilot agreement in cooperative use of Station No. 2. Suggestions were made that response time improvements be documented if the plan is implemented and that the pilot have measurable success factors and an exit strategy.

It was noted the Civil Service list exists and the agreement with Northville Township is in process.

G. SUPERVISOR AND TRUSTEE COMMENTS

Mr. Heise noted that the Attorney is of the opinion that a closed session cannot be held to discuss the sale of property, only the acquisition; therefore, he will be giving an update in open session.

Mr. Doroshewitz expressed appreciation for the work of Mr. Vorva in clearing up the accounting mess.

Mr. Heitman asked that the robo-caller attend the Board meeting.

Mr. Vorva noted the college graduation of his daughter, Madison, the last of his children to graduate.

Mr. Dempsey announced the upcoming meeting of the Arts, Recreation and Heritage Committee meeting at the Four-Seasons Pavilion.

Mr. Curmi had questions regarding reviewing the newsletter and the Hazardous Waste Day attendance.

H. PUBLIC COMMENTS AND QUESTIONS – There were none.

I. CLOSED SESSION – At _____ pm, _____ moved that a closed session be called for the purpose of discussing the sale of property and acquisition pursuant to OMA Section 8(d). Seconded by _____.

J. RETURN TO OPEN SESSION

With the Attorney's opinion on not being able to go into closed session, Mr. Heise updated Board members on the interest in the DPW and DEHOCO properties.

He indicated a written appraisal has been ordered on the DPW building, with an informal appraisal of \$1.75 million. Two entities have expressed interest in the property. The major stumbling block is where to relocate the men and their equipment.

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The DEHOCO property appraisal has arrived and it is \$4,080,000. The property is under a court ordered consent agreement and the Township's portion is \$750,000, and Mr. Heise asked of the Township Attorney whether he would be able to approach Wayne County for help in marketing the property. Mr. Bennett agreed to research how the agreement has been drawn.

K. ADJOURNMENT

Moved by Mr. Heitman and seconded by Mr. Vorva to adjourn the meeting at 9:45 p.m. Ayes all.

Jerry Vorva, Township Clerk

Approved May 23, 2017 at the Regular Meeting of the Board of Trustees.