

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, NOVEMBER 14, 2017**

APPROVED MINUTES

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

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

MEMBERS ABSENT: None

OTHERS PRESENT: Dan Phillips, Fire Chief
Thomas Tiderington, Police Chief
Jon Brothers, Police Lieutenant
Kevin Bennett, Township Attorney
David Richardson, Spalding DeDecker Assoc
Sandra Groth, Deputy Clerk
Amy Hammye, Deputy Treasurer
Cindy Kushner, Accountant
Sue Brams, Executive Asst. to Supv.
Cheri Palmarchuk, Office Manager, Building Dept
Sara Visel, Solid Waste & Public Serv. Coordinator
Alice Geletzke, Recording Secretary
24 Members of the Public

B. PLEDGE OF ALLEGIANCE – Led by Bill Carter.

C. APPROVAL OF AGENDA
Tuesday, November 14, 2017

Moved by Clerk Vorva and seconded by Trustee Heitman to approve the revised agenda for the Board of Trustees regular meeting of November 14, 2017. Ayes all.

D. APPROVAL OF CONSENT AGENDA

D.1 **Approval of Minutes:**
Regular Meeting – Tuesday, October 24, 2017

D.2 **Acceptance of Communications, Resolutions, Reports:**
Building Department Monthly Report – October, 2017
Fire Department Monthly Report, October, 2017

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FOIA Monthly Report – Clerk’s Office, October, 2017
FOIA Monthly Report – Police Department, October, 2017

D.3 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	\$624,473.14	148,237.93	\$772,711.07
Solid Waste Fund	226	13,797.91	47.67	13,845.58
Improvement Revolving (Capital)	246	.00	.00	.00
Drug Forfeiture Fund	265	.00	.00	.00
Drug Forfeiture Fund	266	.00	.00	.00
Golf Course Fund	510	1,729.01	.00	1,729.01
Senior Transportation	588	4,850.26	140.73	4,990.99
Water/Sewer Fund	592	478,806.80	13,611.87	492,418.67
Trust and Agency	701	4,000.00	67.40	4,067.40
Police Bond Fund	702	6,082.00	.00	6,082.00
Tax Pool	703	1,295.83	.00	1,295.83
Special Assessment Capital	805	.00	29,073.35	29,073.35
TOTALS:		\$1,135,034.95	\$191,178.95	<u>\$1,326,213.90</u>

Moved by Trustee Heitman and seconded by Trustee Dempsey to approve the consent agenda for the Board of Trustees regular meeting of November 14, 2017. Ayes all.

E. PUBLIC COMMENTS AND QUESTIONS – There were none.

F. NEW BUSINESS

- 1) Public Hearing on 2018 Budget

Moved by Clerk Vorva and seconded by Treasurer Clinton to open the Public Hearing on the 2018 Budget at 7:03 p.m. Ayes all.

There being no comments by the public, it was moved by Trustee Heitman and seconded by Clerk Vorva to close the public hearing on the 2018 Budget at 7:04 p.m. Ayes all.

- 2) Tax Administration Fee Schedule, Resolution #2017-11-14-35 – Treasurer Clinton

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Treasurer Clinton explained that townships have the right to levy a 1% administration fee to cover the costs of the assessing and the treasury functions. A 1% fee would amount to \$633,000 to the Township, with an impact to the average homeowner of about \$43 per year. The only communities in the area who do not impose this fee are Livonia, Novi and Northville Township.

Moved by Clerk Vorva and seconded by Treasurer Clinton to approve Resolution #2017-11-14-45 in accordance with MCL 211.447, authorizing the Township Treasurer to impose a property tax administration fee of 1% of all property taxes, summer and winter, which are due and payable effective with the December 1, 2017 property tax bill. This Resolution shall continue in full force and effect unless revoked or rescinded by Resolution of the Township Board.

ROLL CALL: AYES: Vorva, Clinton, Heise, Heitman
NAYS: Curmi, Dempsey, Doroshewitz

Motion carried.

A copy of the Resolution is on file in the Clerk's office for public perusal.

- 3) Fee Schedule for the Building Department, Resolution #2017-11-14-42, Building Official Mark Lewis and Office Manager Cheri Palmarchuk

Supervisor Heise thanked Ms. Palmarchuk for her time and effort in preparing the fee schedule revisions, and Trustee Dempsey thanked her for her preparation and her knowledgeable response to his questions.

Moved by Trustee Dempsey and seconded by Trustee Heitman to approve Resolution #2017-11-14-42, revision of the Comprehensive Fee Schedule for the Building Department, to become effective December 1, 2017. Ayes all on a roll call vote.

A copy of the Resolution is on file in the Clerk's office for public perusal.

- 4) Park Rental Fee Schedule – Resolution #2017-11-14-43 - Sarah Visel

Moved by Trustee Curmi and seconded by Trustee Dempsey to approve the proposed 2018 Park Reservation Fee Schedule, Resolution #2017-11-14-43. Ayes all on a roll call vote.

A copy of the Resolution is on file in the Clerk's office for public perusal.

- 5) 2018 Charter Township of Plymouth General Appropriations Act and 2018 Budget Adoption, Resolution #2017-11-14-44 – Supervisor Heise and Accountant Kushner

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Board members discussed aspects of the budget such as additional hiring of police and fire personnel, shared services, and preparing for upcoming OPEB and legacy costs.

Moved by Clerk Vorva and seconded by Trustee Dempsey that the Charter Township of Plymouth Board of Trustees does hereby adopt Resolution 2017-11-14-44, 2018 Charter Township of Plymouth General Appropriations Act and 2018 Budget Adoption as outlined and attached in accordance with the terms and conditions made here.

ROLL CALL: AYES: Vorva, Dempsey, Clinton, Heise, Heitman
 NAYS: Curmi, Doroshewitz

Motion carried.

A copy of the Resolution is available in the Clerk's office for public perusal.

6) Joint Recreation Master Plan – Supervisor Heise

Supervisor Heise explained that the City of Plymouth had an exhaustive RFP process and recommends hiring the firm, Living Lab, at a total contract cost of \$17,800. The new completion date will be May 1, 2018, the commencement date for the next round of available grants.

Moved by Clerk Vorva and seconded by Trustee Heitman to concur with the recommendation of the Supervisor and City of Plymouth and authorize the expenditure of \$12,460.00 as the Township's share of the Joint Recreation Master Plan to be developed by Living Lab and authorize the Supervisor and Clerk to sign all necessary documentation required to finalize the agreement. Ayes all on a roll call vote.

G. SUPERVISOR AND TRUSTEE COMMENTS

Supervisor Heise wished everyone a Happy Thanksgiving and noted that next meeting will mark the Board's first year in office with tremendous progress made. The next Board meeting will be Tuesday, November 28, with 2017 budget amendments, consideration of the Water Budget, and possible land uses at Phoenix Mill proposed for the agenda. January 9, 2018 is proposed to be a strategy session.

Trustee Doroshewitz asked that a written legal opinion be sought on use of the funds from the sale of the DPW building. He also mentioned he would appreciate not hearing any further disparaging remarks about work done by previous Boards.

Trustee Heitman said he has learned much in the previous year in office.

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Clerk Vorva thanked the Treasurer and Clerk's departments for their diligent work, not only on the budget, but also on the audit. He also thanked Treasurer Clinton for identifying that the Clerk's department was understaffed considering the jobs they were to do. He thanked Cindy Kushner, Accountant, for all her hard work.

Treasurer Clinton also thanked his Deputy Treasurer Amy Hammye and Accountant Cindy Kushner for their efforts. He also addressed the collaborative way the budget was prepared, with an attempt to be fiscally conservative, yet provide essential services.

Trustee Dempsey spoke of the honor of serving on the Board, commending the others for how they've conducted themselves in the past year.

Trustee Curmi asked for a report from Patrick Fellrath at the next Board Meeting on the manhole recovery project, and an update on the combined City/Township sewer. He also asked whether repairs to the roof and overhang at the park pavilion were budgeted.

H. PUBLIC COMMENTS AND QUESTIONS

Bill Carter congratulated the Board on their accomplishments during the past year. He believes the people will respond appropriately in the future if informed honestly about the legacy costs.

I. ADJOURNMENT

Moved by Trustee Heitman and seconded by Trustee Curmi to adjourn the meeting at 7:55 p.m. Ayes all.

Jerry Vorva, Township Clerk

Approved at Board of Trustees regular meeting of November 28, 2017.