

CHARTER TOWNSHIP OF GRAND BLANC
Minutes for Township Board Committee-of-the Whole Meeting
Held at 7:00 p.m. on Tuesday, January 10, 2012

The meeting was called to order at 7:00 p.m. by Supervisor Hoffman in Conference Room A.

Board Present: Supervisor Marilyn Hoffman, Clerk Catherine Lane, Treasurer Earl Guzak, and Trustees: Larry Anderson, Paul Bush, Clark Kent, and Ryan Thompson.

Staff Present: Township Manager Keith Edwards, Township Attorney David Lattie, GIS Coordinator Robbie Beller, Deputy Assessor Rebecca Salvati, DPW Director Kirk Richardson, Planner Michael Deem, and Planning Consultant Rod Arroyo.

Motion by Clerk Lane, supported by Trustee Kent, to approve the Agenda for January 10, 2012, as presented. Voice vote. Ayes: 7. Nays: 0. Motion approved.

There were no Public Comments at this meeting.

002-2012 - Presentation of Proposed Amendments to the Sign Ordinance

Planning Consultant Rod Arroyo reviewed the proposed Amendments to the Sign Ordinance recommended by the Planning Commission. A review of the amendments included: the elimination of pole signs; addition of new technology, i.e., digital signs and electronic signs, was added including appropriate definitions; illustrations of how to calculate square footage of signs; increased square footage of signage based on building setback from the road; the use of banners; and addresses visible on signs. Clerk Lane noted there has to be more enforcement of the Sign Ordinance, including signs covering windows on a business and businesses that have moved out of a building. During the pros and cons discussion of A-frame signs, the Board was informed each business in a strip mall could erect an A-frame sign every day of the week. Mr. Arroyo was directed to delete those types of signs from the ordinance. Attorney Lattie has to verify how many days after the Sign Ordinance is published does it become effective.

003-2012 – Review Board Agenda for Thursday, January 12, 2012

- **Warwick Woods Condominiums Street Lighting.** Clerk Lane stated a neighbor did not want a street light on his property because of the glare and all the lights on a neighbor's property. Planner Deem stated Consumers Energy makes the determination on street lighting.
- **Waters Edge Condominiums Street Project.** Several residents opposed to the road project spoke with Clerk Lane and inquired if there was a way to stop the assessment. Attorney Lattie stated property owners opposed to the assessment could ask to have their names removed from the petition. The initial petition far exceeded the required 51%; therefore, the opposing property owners could not circulate a counter petition. If the number of property in favor of the project were to drop below the 51%, the Board could decide not to create the Special Assessment District.
- **Removal of Property Taxes for Township Vacant Lot – Tax Parcel No. 12-06-552-045.** This vacant property was acquired so the Township could establish an easement through the property for a water main loop.

Attorney Lattie stated the property had to be dedicated for a public purpose. The property would then be offered for sale to the abutting property owners.

- **50/50 Road Project with Genesee County Road Commission.** DPW Director Richardson reported these monies have been used to chip seal Cook Road from Saginaw Street to Holly Road and from Holly Road to Embury Road. This year the funds would chip seal from Embury Road west to Fenton Road to finish the road. In 2013, the Board will have to pick another area.
- **60/40 Road Project with Genesee County Road Commission.** DPW Director Richardson stated this is a new program started by GCRC for use on secondary/section line roads where engineering is not required; it cannot be used in subdivisions. Township pays 60% and the Road Commission pays 40%. Mr. Richardson is proposing ditching, drainage, re-limestone, and re-gravel on Graytrax Road between Baldwin and Cook Road; it has not been ditched in a number of years. There are significant oak trees on the west side of the road, which they will not remove, and they will try to modify ditches to retain the water on the east side of the road. There will be an informational meeting with the residents, the trees will be marked, and elevations will be obtained. At this time, he is requesting Preliminary Approval and will return for Final Approval after the project has been discussed with the property owners. Unmarked General Funds and Capitol Funds from 2011 will be used for this project.
- **Service Agreements with Johnson Controls for the Police Department Building.** This is a sole source provider because of their proprietary software.

004-2012 – Management Reports

- **Township Manager Edwards**
 - (1) **Dort Highway Connector.** The Tiger III Grant for the Dort Highway Connector to Baldwin Road partially through Genesys property was not selected. They are preparing for this project to be shovel ready in 2014.
 - (2) **IT Darren Raymond** submitted a letter of resignation effective January 27, 2012. A memo is being drafted for the Board's consideration on how to proceed including: utilizing Network, our vendor, to handle part of the work; creating an Agreement for an IT Administrator, a position that does not exist at this time and would not be a Union position; and outsourcing this service.
 - (3) **Individual Employment Agreements** have expired and will be brought to the Board for future consideration.
 - (4) **Attendance at Fire Commission, Personnel and Finance Committee Meeting.** Will provide an update in the future.
- **Township Attorney David Lattie – no report.** Attorney Lattie requested the Board go into Executive Session to discuss the Attorney's Confidential Opinion Letter and pending litigation.
- **Department Head Written Reports** were received from: Deputy Assessor Rebecca Salvati, DPW Director Kirk Richardson, Finance Director Debi Barriger, Fire Chief James Harmes, GIS Coordinator Robbie Beller, Planner Michael Deem, Police Chief David Stamm, Rowe Professional Services Company, and Potter Consulting.

005-2012 – Executive Session

Motion by Clerk Lane, supported by Trustee Kent, to go into Executive Session to discuss Attorney's Confidential Opinion and pending litigation in the Holmes case at 8:15 p.m. Roll call vote. Ayes: Anderson, Bush, Kent, Thompson, Guzak, Lane, Hoffman. Nays: 0. Motion approved.

Motion by Trustee Bush, supported by Trustee Kent, to return to the regular meeting, take no action, and adjourn the meeting at 9:08 p.m. Voice vote. Ayes: 7. Nays: 0. Motion approved.

Respectfully submitted,

Clerk Catherine Lane

Board Approved: February 9, 2012