

**CHARTER TOWNSHIP OF COMMERCE
TOWNSHIP BOARD OF TRUSTEES MEETING
July 13, 2021
2009 Township Drive
Commerce Township, Michigan 48390**

CALL TO ORDER: Supervisor Larry Gray called the meeting to order at 7:00 p.m. and introduced the members of the Board.

PLEDGE OF ALLEGIANCE

ROLL CALL: Present: Larry Gray, Supervisor
Melissa Creech, Clerk
Molly Phillips, Treasurer
Robert Berkheiser, Trustee
Vanessa Magner, Trustee
Rick Sovel, Trustee
George Weber, Trustee

Also Present: Hans Rentrop, Township Attorney
David Campbell, Planning Director
Emily England, Senior/Parks and Recreation Director
Jay James, Building Official
Alyson Lobert, Library Director
Jason Mayer, Giffels Webster Engineers
Lt. Reyes, Oakland County Sheriff's Substation
Ben Sebrowski, Director of Technology

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

MOTION by Creech, supported by Sovel, to approve the June 8, 2021 Regular Township Board Meeting minutes, as submitted.

MOTION CARRIED UNANIMOUSLY

PRESENTATIONS

A. Todd Martin Service Resolution

Supervisor Gray read a Resolution thanking Todd Martin for his commitment to the community and overall dedication to public service in Commerce Township as a Commerce Township Fire Fighter.

PRESENTATIONS (Todd Martin Service Resolution continued)

MOTION by Sovel, supported by Creech, to approve the Resolution thanking Todd Martin for his public service in Commerce Township as a Commerce Township Fire Fighter.
MOTION CARRIED UNANIMOUSLY

B. Plante Moran Auditors

Joe Kowalski and Keith Szymanski, Plante Moran, presented the Charter Township of Commerce Audit.

C. Lt. Reyes NET

Lt. Reyes, Oakland County Sheriff's Office, Commerce Township Substation, introduced Lt. Sean Jennings and Sgt. Shawn Wilson of the Narcotics Enforcement Team (NET).

Lt. Sean Jennings and Sgt. Shawn Wilson gave a presentation on the benefits and duties of the Narcotics Enforcement Team (NET).

ITEM 1:7-13 APPROVAL OF AGENDA

MOTION by Sovel, supported by Magner, to approve the July 13, 2021 agenda with the following additions: add: **ITEM 7:7-13 OLD BUSINESS C. "Library of Michigan ARPA Grant Program" and D. "Wixom Road Horse Farm"**.

MOTION CARRIED UNANIMOUSLY

ITEM 2:7-13 PUBLIC COMMENTS

Supervisor Gray opened Public Comments.

Robert Cobb, 908 Terry Ln 2, Key West, Florida, would like to build a restaurant in the Township and asked if there is a liquor license available. He was advised to talk to the Planning Department or the Clerk's Department.

Adam Rosenberg and Rick Vlastic, 1699 Traditional Drive, Commerce, Michigan, asked if they could be on the agenda for the next Township Board meeting to request approval for a cannabis license for Vlastic Labs to add THC to their CBD and CBN products.

Supervisor Gray closed Public Comments.

ITEM 3:7-13 PUBLIC HEARINGS

A. Establishment Resolution for Special Projects No. 47 SAD

Supervisor Gray – Opened the Public Hearing.

There were no public comments.

Supervisor Gray – Closed the Public Hearing.

Hans Rentrop, Township Attorney, explained the Resolution.

ITEM 3:7-13 PUBLIC HEARINGS (Establishment Resolution for Special Projects No. 47 SAD continued)

MOTION by Sovel, supported by Berkheiser, to approve the Resolution of the Township Board of The Charter Township of Commerce Determining to Undertake an Improvement Project and to Establish and Maintain a Special Assessment District to Pay Costs Associated Therewith and Approving the Plans and Estimates of Costs Therefor Special Projects No. 47, post and publish according to law.

MOTION CARRIED UNANIMOUSLY

ITEM 4:7-13 BOARD APPOINTMENTS

A. Kathryn Duff - Appointment to the Parks and Recreation Committee for a Partial Term ending May 31, 2022.

Kathryn Duff was present.

MOTION by Berkheiser, supported by Phillips, to appoint Kathryn Duff to the Parks and Recreation Committee for a Partial Term ending May 31, 2022.

MOTION CARRIED UNANIMOUSLY

ITEM 5:7-13 CONTRACT AWARDS AND AGREEMENTS

A. WWTP 36" Sanitary Sewer Rehabilitation

Jason Mayer, Giffels Webster Engineers, two (2) bids were received for the project. He recommends awarding the contract to the low bidder, Inland Waters Pollution Control, Inc.

MOTION by Weber, supported by Magner, to award the WWTP 36" Sanitary Sewer Rehabilitation Project construction contract to Inland Water Pollution Control, Inc, in an amount not to exceed \$380,000.

MOTION CARRIED UNANIMOUSLY

ITEM 6:7-13 ADOPTIONS

A. An Ordinance to Amend Article 30, Sections 30.01, 30.03, 30.04, and 30.05 of Zoning Ordinance 3.000, to be known as Zoning Amendment Ordinance No. 3.050 – Digital Signs and Banners

David Campbell, Planning Director, said the amendment would remove most allowances for digital signs and special event banners over public roads.

MOTION by Weber, supported by Magner, to Adopt an Ordinance to Amend Article 30, Sections 30.01, 30.03, 30.04, And 30.05, of Zoning Ordinance 3.000, Charter Township of Commerce, Oakland County, Michigan to be Known as Zoning Amendment Ordinance No. 3.050, post and publish according to law.

ITEM 6:7-13 ADOPTIONS (An Ordinance to Amend Article 30, Sections 30.01, 30.03, 30.04, and 30.05 of Zoning Ordinance 3.000, to be known as Zoning Amendment Ordinance No. 3.050 – Digital Signs and Banners - Motion continued)

MOTION by Sovel, supported by Berkheiser, to amend the Motion to remove verbiage for digital signs in the Resolution for electronic signs.

ROLL CALL VOTE

AYES: Sovel, Berkheiser, Phillips

NAYS: Creech, Weber, Magner, Gray

MOTION FAILED

VOTE ON THE FIRST MOTION:

ROLL CALL VOTE

AYES: Weber, Magner, Creech, Gray

NAYS: Phillips, Sovel, Berkheiser

MOTION CARRIED

B. An Ordinance to Amend ordinance No. 2.020 to be known as Fee Ordinance No. 2.021

MOTION by Sovel, supported by Gray, to approve Charter Township of Commerce an Ordinance to Amend Ordinance No. 2.020 to be Known as The Charter Township of Commerce Fee Ordinance No. 2.021, post and publish according to law.

ROLL CALL VOTE

AYES: Sovel, Gray, Creech, Phillips, Berkheiser

NAYS: Weber, Magner

MOTION CARRIED

ITEM 7:7-13 OLD BUSINESS

A. Old Boat Launch on Union Lake

MOTION by Gray, supported by Sovel, to purchase the old boat launch and parking lot property on Union Lake Road from the DNR for an amount not to exceed \$365,000. Funds to come from the General Fund. **MOTION CARRIED UNANIMOUSLY**

B. Township Property Management and Strategy Sub-Committee

Trustee Weber gave an update on the Sub-Committee's findings for 166 properties owned by Commerce Township. They recommend the next steps:

- Township Board to Review and approve language for sample letters for: 4.1 & 4.2 Parcels, Whitlow Blvd/Hospital parcel and the Reed Lake parcels.
- Township Board to approve proposed pricing for Category 4.2 parcels.

ITEM 7:7-13 OLD BUSINESS (Township Property Management and Strategy Sub-Committee continued)

- Township Board to direct Building and Planning Directors to develop and execute RFQ for Category 4.3 parcels (RFQ to include price estimate for each lot and capability for realtor to purchase all parcels, or sell each. Must bid on all parcels).
- Township Board to direct Planning and Building Directors to develop and execute RFQ for 4.4 parcel (Rose Button).
- Meet with WLCSD to discuss potential for Category #4.5 parcels.

Trustees Berkheiser and Sovel have concerns with bullet # 3 for the 4.3 “buildable lot” parcels. They feel whatever offer is received should come to the Board for approval. They are not opposed with going out for a RFQ but believe the board should be part of the sale price approval process for the identified parcels

Trustee Weber agrees and suggested the Planning and Building Directors develop a draft RFQ outlining the process in greater detail, and discuss this at the next Board meeting. He would also like the Township Attorney to review the draft letters.

MOTION by Weber, supported by Berkheiser, to approve the language for sample letters for: 4.1 & 4.2 Parcels, Whitlow Blvd/Hospital parcel and the Reed Lake parcels, approve proposed pricing for Category 4.2 parcels and send letters to adjacent property owners, direct the Planning and Building Directors to develop and execute RFQ for 4.4 parcel (Rose Button) and meet with WLCSD to discuss potential for Category #4.5 parcels.

MOTION CARRIED UNANIMOUSLY

MOTION by Weber, supported by Sovel, to direct the Building and Planning Directors to develop a draft RFQ for Category 4.3 parcels and forward it to the Township Attorney for review and present it at the next Township Board of Trustees Meeting.

MOTION CARRIED UNANIMOUSLY

C. Library of Michigan ARPA Grant Program

Alyson Lobert, Library Director, is asking for approval to apply for the ARPA Grant administered by the Library of Michigan in the amount of \$38,010.00 to install a stand-alone library kiosk in a senior living facility. This will provide senior residents a way to independently check out materials.

MOTION by Magner, supported by Sovel, to approve the request of the Library Director to apply for the ARPA Grant administered by the Library of Michigan in the amount of \$38,010.00 for a stand-alone library kiosk. **MOTION CARRIED UNANIMOUSLY**

D. Wixom Road Horse Farm

Jay James, Building Director, recommends contracting with Wyckoff Well Drilling and Mills Electric to relocate the well bladder and equipment at the Wixom Road Horse Farm.

ITEM 7:7-13 OLD BUSINESS (Wixom Road Horse Farm continued)

MOTION by Weber, supported by Sovel, to contract with Wyckoff Well Drilling and Mills Electric (Township Maintenance Department will purchase the required lumber) to relocate the well bladder and equipment at the Wixom Road Horse Farm in an amount not to exceed \$10,000.

MOTION CARRIED UNANIMOUSLY

ITEM 8:7-13 NEW BUSINESS

A. Byers Farmhouse Restoration

Emily England, Senior/Parks and Recreation Director, said the Parks and Recreation Committee recommends the Board move forward with the repair of the Byers Homestead by the Dailey Company in the amount of \$141,900 to make the house structurally sound and safe. She does have concerns with Dailey Company excluding a professional liability insurance policy from their bid.

Discussion took place on what the cost would be to add professional liability insurance to Dailey Company's bid.

MOTION by Weber, supported by Berkheiser, to contract with the Dailey Company for the restoration of the Byers Homestead Farmhouse and include a professional liability insurance policy in the bid. The total amount shall not exceed \$150,000.

MOTION CARRIED UNANIMOUSLY

B. Alcoholic Liquors Special Permit Applications by Multi-Lakes for Rocking Under the Stars, Annual Good Old Days, and Freedom Festival Events

MOTION by Phillips, supported by Creech, to approve the Application Alcoholic Liquor Special Permit to Multi-Lakes Conservation Association for Rocking Under the Stars, Annual Good Old Days, and Freedom Festival Events on August 28, 2021 from noon to midnight.

MOTION CARRIED UNANIMOUSLY

C. Annual Approval of Act 152

MOTION by Sovel, supported by Magner, to exempt itself from the requirements of Michigan Public Act 152 of 2011 from a 80/20 Health Care Plan to a 90/10 (Township pays 90% and employee pays 10%) Health Care Plan, Township wide.

MOTION CARRIED UNANIMOUSLY

D. DTE Electric Company Underground Easements (Rights of Way) – Fire Station No. 3

Hans Rentrop, Township Attorney, said the easements have already been signed by Supervisor Gray to avoid holding up construction. He recommends the easements be formally recognized and ratified by the Township Board.

ITEM 8:7-13 NEW BUSINESS (DTE Electric Company Underground Easements (Rights of Way) – Fire Station No. 3 continued)

MOTION by Sovel, supported by Magner, to approve and ratify DTE Electric Company Underground Easement (Right of Way) No. 61325324-61401119 and DTE Electric Company Underground Easement (Right of Way) No. 61325324-61401178 and to authorize Supervisor Larry Gray's signature thereto to enable electrical connections to Commerce Township Fire Station No. 3. **MOTION CARRIED UNANIMOUSLY**

ITEM 9:7-13 ORDERS

MOTION by Creech, supported by Weber, to approve the Orders and Add Ons. **MOTION CARRIED UNANIMOUSLY**

ITEM 10:7-13 OTHER MATTERS

Trustee Weber –

- Asked Fire Captain Liker if the Fire Dept is satisfied with the services provided by Star EMS because their call-time metrics have been slower than the previous supplier. Captain Liker said response times have increased, but the Fire Dept believes the level of care has improved and resident complaints have decreased.
- Historically, Fire Chief Dundas would give the Board a report that would detail Fire Dept service metrics. We have not been receiving the level of detail required and requests this be included in all future Board materials.
- He asked about the process to discuss a "smart" light at the Richardson / Martin Road intersection which could dramatically reduce wait times. Supervisor Gray advised he has started the process with the RCOC.

Trustee Berkheiser –

- Asked for an update on the toilets backing up at the new restroom facility at Dodge Park. Jay James and Jason Mayer are working on this.
- He would like to hold a joint meeting between the Planning Commission and the Township Board of Trustees.
- Asked Library Director Lobert if the library is holding a Music in the Parks event. She said they are having one concert on July 14, 2021.

Trustee Magner –

- Will there be a July Township Board Quarterly Meeting? Clerk Creech said yes it will be a joint meeting with the Parks and Recreation Committee.
- Will we discuss Department Directors purchasing authorities without Board approval? Clerk Creech has that listed on her draft for the agenda.
- When will budget discussion meetings be held? Supervisor Gray said they will be held in September and October, 2021.

ITEM 10:7-13 OTHER MATTERS continued)

Supervisor Gray –

- The Transportation, Housing and Urban Development Committee has approved 2 million dollars for the Lystek System. The next step is it will go to the Full House of Appropriations Bill for approval.
- You might start seeing bills from the Water Resource Commission in the Orders and Add Ons. The Water Resource Commission was billing residents direct for repairs instead of billing the Township. They were supposed to bill the Township and the Township then bills the residents. Jay James said this is for Woodbridge Lake Estates only.
- Two part time Ordinance Officers were hired.
- A DDA Assistant was hired for the DDA Director.
- He is working with Hans Rentrop, Township Attorney, on verbiage so people will not take wildlife away from Township parks.

ITEM 11:7-13 ADJOURNMENT

As there were no other matters to come before the Board.

MOTION by Magner, supported by Creech, to adjourn the meeting at 10:03 p.m.

MOTION CARRIED UNANIMOUSLY



Melissa Creech, Clerk
Charter Township of Commerce