

1 Green Oak Charter Township  
2 Board of Trustees  
3 Regular Meeting Minutes  
4 November 19, 2014  
5

6 Roll Call – Susan Daugherty, Treasurer, Tracey Edry, Trustee, Richard Everett,  
7 Trustee, Rollin Green, Trustee, Jim Tuthill, Trustee, Michael Sedlak, Clerk, Mark St.  
8 Charles, Supervisor  
9

10 Guests: 5  
11

12 **APPROVAL OF AGENDA**

13 Supervisor St. Charles added item H demolition of 12115 Lime Kiln Drive to the agenda

14 **Motion by Edry, second by Sedlak**  
15 **To approve the agenda as amended.**  
16

17 **Voice Vote: Ayes: Unanimous**  
18 **Nays: None**  
19

20 **MOTION APPROVED**  
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22  
23 **CALL TO THE PUBLIC** - None  
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26 **APPROVAL OF CONSENT AGENDA**  
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- 28 1. Approval of the November 5, 2014 Regular Board Meeting Minutes  
29 2. Approval of the submitted bills list in the amount of \$115,898.21  
30

31 **Motion by Daugherty, second by Edry**  
32 **To approve the Consent Agenda as presented.**  
33

34 **Voice Vote: Ayes: Unanimous**  
35 **Nays: None**  
36

37 **MOTION APPROVED**  
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39  
40 **DEPARTMENT HEAD REPORTS**  
41

42 **Treasurer** – Treasurer Daugherty reported that the tax bills are at printer and the  
43 newsletter is ready. Also, about 600 bills will be sent out as a friendly reminder for  
44 those that did not pay their summer tax bill.

45 **Clerk** – Clerk Sedlak reported that the results from County were in and all of the  
46 precincts passed and there will be no election workers called to the County. He  
47 reported that a post-election audit will be held on precinct one. This audit is a random  
48 selection throughout the County and State to make sure we are doing everything  
49 according to plan.

50

51 **Supervisor** – None

52

53 Police Chief Pless gave an update on regarding the electrical box failure which has  
54 required the entire replacement of the electrical panel.

55

56 **BUSINESS ITEMS**

57

58 **A. Ordinance 09-2014, Land Division Chapter 18 Text Amendment**

59

60 **Motion by Edry, second by Tuthill**

61 **To adopt Ordinance 09-2014 an Ordinance to amend the Code of Ordinances**  
62 **for Green Oak Charter Township Chapter 18 Land Divisions and Subdivisions**  
63 **Article 3, Subdivision Regulations Division 2, Subdivision Procedures to add a**  
64 **new section 18-104 10 to allow the minor changes to improve final plat.**

65

66 **Roll Call Vote: Ayes: Unanimous**  
67 **Nays: None**

68

69 **MOTION APPROVED**

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71

72 **B. Ordinance 10-2014, Land Division Chapter 18 Text Amendment, Public**  
73 **Hearings**

74

75 **Motion by Edry, second by Daugherty**

76 **To adopt Ordinance 10-2014 an Ordinance to amend the Code of**  
77 **Ordinances for Green Oak Charter Township, Chapter 18, Land Divisions**  
78 **and Subdivisions Article 3, Subdivision Regulations Division 2, Subdivision**  
79 **Procedures to amend Section 18-102D, Procedures to include a Public**  
80 **Hearing before the Planning Commission on a proposed Plat in accordance**  
81 **with the Michigan Planning Enabling Act.**

82

83 **Roll Call Vote: Ayes: Unanimous**  
84 **Nays: None**

85

86 **MOTION APPROVED**

87

88

89 **C. Centennial Farms Water Rate Study, Pfeffer, Hanniford, Palka**

90

91 Supervisor St. Charles explained that it's been a few years since the last rate study was  
92 done and the residents have been asking questions.

93  
94 Trustee Everett explained that they always hope to maintain the rate for as long as they  
95 can but when the system ages there are things that need to be repaired. The rate  
96 studies have been a great planning tool to help budget appropriately. He would highly  
97 recommend that the study is approved.  
98 Trustee Tuthill and Green agreed that this is a good tool to show the residents that the  
99 numbers are not arbitrary.

100  
101 **Motion by Everett, second by Edry**  
102 **To approve the proposal for the Centennial Farms Water Rate Study**  
103 **pursuant to the proposal dated November 19, 2014 in an amount not to**  
104 **exceed \$4500.**

105  
106 **Roll Call Vote: Ayes: Unanimous**  
107 **Nays: None**

108  
109 **MOTION APPROVED**

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111  
112 **D. Zoning Amendment Introduction; Section 38-197 Regulated Uses**

113  
114 Trustee Green explained that this was rewritten to incorporate some expansive  
115 background information referencing a lot of case law. He explained that this is not a  
116 huge change as far as the content.

117  
118 **Motion by Daugherty, second by Edry**  
119 **To introduce Ordinance 11-2014 an Ordinance to replace in its entirety the**  
120 **Section 38-197 Adult Regulated Uses into Section 38-1 Definitions to**  
121 **include, Definitions for Adult Regulated Uses and to provide penalties for a**  
122 **violation thereof.**

123  
124 **Roll Call Vote: Ayes: Unanimous**  
125 **Nays: None**

126  
127 **MOTION APPROVED**

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130 **E. Sporttech Site Plan**

131  
132 **Representing Sporttech: James Barnwell, Desine Inc.**  
133 **Keith Phillips, Architect**  
134

135 Mr. Barnwell explained that the applicant is requesting to build the corporate  
136 headquarters in Green Oak Township on a 1.5 acre site. The owner has a sense of the  
137 area and would like to make a good presentation along Kensington Road, he wants to  
138 make a statement. This building will enhance the area and will be something that  
139 everyone will be proud of. The plan is for a two story building with an office area and a  
140 large portion to the west is a warehouse. The site is challenging. He explained that the  
141 applicant would like the parking lot underneath. He explained that this is such a small  
142 area that drains in there at most there would 1.5' of water during a 100 year storm. A  
143 36" pipe would be installed which would handle well over a 100 year storm. A catch  
144 basin will go in the parking area and another one outside the door. He explained that if  
145 there was a breakage in the 36" pipe there only be a 1.5' of water at the most in a  
146 catastrophic storm. The risk is minimal to the occupants. They tried to balance all of the  
147 issues with the site and feel that they have come up with a good plan.

148  
149 Mr. Phillips stated that the owner is willing to take the risk for the structure and felt that  
150 the benefit to him and his business outweighs the risk of a 100 year storm. Supervisor  
151 St. Charles asked if the owner would be willing to put that in writing. Mr. Phillips stated  
152 sure.

153  
154 Supervisor St. Charles questioned what the construction of the 36" line is. Mr. Barnwell  
155 stated that they specked out plastic pipe to be used but they wouldn't have an issue  
156 putting in concrete pipe, if the plastic is put in properly there won't be the bowing.  
157 Supervisor St. Charles commented that he has seen a lot of developments where the  
158 storm system has gone in and storm systems are not cleaned out and then they get  
159 plugged up. Supervisor St. Charles stated that there has to be a maintenance plan. Mr.  
160 Barnwell stated that this owner will take pride in the product and will have a  
161 maintenance plan, this will not be an inexpensive project.

162  
163 Clerk Sedlak confirmed that it would be mandatory to have a legally acceptable  
164 document that the owner assumes all risk involved and subsequent owners as well.  
165 Clerk Sedlak questioned if this does fail will it impact any other business. Mr. Barnwell  
166 explained that the water will not back up into the neighbors.

167  
168 Trustee Everett, what is the issue, low basement that they can't raise because of height  
169 restrictions and it could flood in the event there is a 100 year storm. Mr. Barnwell  
170 explained that the plan does not alleviate the issue with the way the ordinance is  
171 written. Mr. Barnwell explained that they designed the storm system to carry it and they  
172 feel that it is adequate for a 100 year storm, the risk is so minimal. Mr. Phillips stated  
173 that this is not a huge building.

174  
175 Ms. Zawada explained that the variance the applicant is seeking is from the overland  
176 flood route and the Engineering Standards apply to residential and commercial as well.  
177 They always want storm water to run away from the building and when they reviewed  
178 this site they refer to it as fighting the grade. The owner wants an underground parking  
179 deck and if the pipe broke then the water will fill up in that area as she explained in the  
180 CES memo dated October 22, 2014.

181

182 Clerk Sedlak questioned if the parking deck does flood, what is the potential of the  
183 foundation failing? Mr. Jewell explained because there is no movement of water, the  
184 issue of washing out the foundation would not be an issue although it could potentially  
185 flood out the elevator.

186  
187 Ms. Zawada also stated that concerns are with other owners as well and if the Township  
188 is looking at approving the variance subject to a hold harmless she suggested that it  
189 should be recorded. Supervisor St. Charles explained that the owner will also have to  
190 have a Storm Water Maintenance Agreement. Mr. Phillips stated that they would be  
191 under disclosure for future tenants.

192  
193 Supervisor St. Charles asked if the owner will commit to a Hold Harmless Agreement  
194 and a concrete drain. Mr. Phillips stated yes.

195  
196 **Motion by Sedlak, second by Edry**  
197 **Due to topographical difficulties the applicant has applied for a variance**  
198 **from general Township approval and shall be approved with the following**  
199 **conditions: The drain pipes as indicated in the drawings shall be of**  
200 **concrete construction. The applicant and owner shall provide a Hold**  
201 **Harmless Agreement approved by the Township Attorney, signed and**  
202 **recorded as part of the Deed. The variance request as presented to the**  
203 **Board with the letter from Desine, Inc. dated November 10, 2014.**

204  
205 **Roll Call Vote: Ayes: Unanimous**  
206 **Nays: None**

207  
208 **MOTION APPROVED**

209  
210  
211 Mr. Phillips agreed to mention the need for a water suppressant system in that area to  
212 the owner.

213  
214 **F. GIS 2015 Aerial**

215  
216 Mr. Brandmier attended a meeting regarding the new aerials that are going to be done.  
217 The County will be flown in the spring. They want a letter of intent that the Township  
218 will participate in that, it will be a budgeted item for next year at a cost of about \$3400 to  
219 \$3500. The Township has had growth and it really needs to be done now. He explained  
220 that it is used on a daily basis and is a great tool for the Township and the public.

221  
222 **Motion by Green, second by Tuthill**  
223 **To direct the Supervisor and Clerk to sign a letter of intent.**

224  
225 **Roll Call Vote: Ayes: Unanimous**  
226 **Nays: None**

227  
228 **MOTION APPROVED**

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**G. Apex Software Contract**

Mr. Brandmier explained that he is requesting having Apex Software do digital drawings of residential buildings. Approximately 60% of residential are on Apex, however that has been going on since 2000-2001, he wants all residential buildings to be done. He explained that the cost is \$2 dollars per parcel. At the last meeting the Board amended the budget to include the \$12,000 to do this.

Mr. Brandmier continued that he would like to take this one step further and have the drawings standardized which will make them accurate for square footage. Apex has also done a sketch verification which is 60 cents a parcel, the program will take the sketches apply them against the aerals and then kick out a report to say if it is accurate or if there are minor/major differences. This will also allow them to prioritize field work. He explained that this is a benefit for the tax payers too because everything will be available online.

**Motion by Daugherty, second by Tuthill  
To approve the Apex Professional Services contract in the amount of \$12,200 and to direct the Supervisor and Clerk to sign the contract and move it forward.**

**Roll Call Vote:      Ayes: Unanimous  
                             Nays: None**

**MOTION APPROVED**

Supervisor St. Charles briefly explained a presentation that he attended regarding Document Management.

**H. Demolition of 12115 Lime Kiln House**

Supervisor St. Charles explained that two bids were received and the lowest bid is from Milford Salvage Iron & Metal Company in the amount of \$5,880.00 for the demolition of 12115 Lime Kiln. This property was received through the tax sale and was condemned by the Livingston County Health Department.

**Motion by Tuthill, second by Edry  
To approve the contract for Milford Salvage Iron & Metal Company for a cost of \$5,880.00.**

**Roll Call Vote:      Ayes: Unanimous  
                             Nays: None**

**MOTION APPROVED**

278 **DISCUSSION**

279  
280 Treasurer Daugherty reported that they will be sending out the preliminary website. She  
281 explained that each department will be responsible for their own content. She thought  
282 that the new website will be ready by the first of January 2015 and it is a very user  
283 friendly site with a lot more information.

284  
285 Trustee Everett reported that the SELCRA Board of Directors and the Superintendent of  
286 Brighton schools just met regarding future funding of the organization. He explained  
287 that the current financial model will not be sustainable for the long run. He explained  
288 that most communities have a Parks and Recreation Department. The consensus was  
289 to partner with Brighton area schools and look at a millage that would mirror school  
290 district but would have certain rules.

291 Supervisor St. Charles gave a brief update on the proposed recreation center.

292  
293 **COMMITTEE REPORTS**

294  
295 Trustee Green reported that the Planning Commission met on the 11/6/14 and held a  
296 public hearing for use of property between 8 and 9 Mile on Whitmore Lake Road where  
297 Ritchie Brothers proposed to come in with equipment and hold public auctions. Also, a  
298 public hearing was held regarding the Lowery property. The Commission also  
299 approved the Adult Regulated Uses.

300  
301 Supervisor St. Charles explained that Lowery has withdrawn their request for rezoning  
302 and will come back with a conditional rezoning.

303  
304 **EXECUTIVE SESSION** - None


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306 **CALL TO THE PUBLIC** - None

307  
308 **ADJOURNMENT**

309  
310 The Board of Trustees meeting was adjourned at 9:12 p.m. due to no further business.

311  
312 Respectfully Submitted,  
313 Kellie Angelosanto  
314 Recording Secretary

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316 Approved as submitted December 3, 2014

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319 \_\_\_\_\_  
320 Michael H. Sedlak, CMC  
321 Township Clerk

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319 \_\_\_\_\_  
320 Mark St. Charles  
321 Township Supervisor

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