

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
May 11, 2023

SPRINGFIELD
CHARTER TOWNSHIP

Sean R. Miller, Clerk



Call to Order: Supervisor Moreau called the May 11, 2023 Regular Meeting of the Springfield Township Board to order at 7:30 pm at the Springfield Township Civic Center.

Pledge of Allegiance

Roll Call:

Board Members Present

Laura Moreau	Township Supervisor
Sean Miller	Township Clerk
Jamie Dubre	Township Treasurer
Jason Pliska	Township Trustee
David Hopper	Township Trustee
Bill Whitley	Township Trustee
Denny Vallad	Township Trustee

Board Members Not Present

Others Present

Greg Need	Township Attorney
-----------	-------------------

Agenda Additions & Changes:

Clerk Miller requested a change to consent item h) stating it should read “a Fireworks Display at Springfield Oaks on July 7th, 2023 with no rain date”.

Public Comment: Supervisor Moreau commented that the Township was just notified yesterday by MDOT that resurfacing work is being done on I-75 and beginning next Thursday May 18th, Davisburg Road bridge will be closed for bridge repairs until the end of July. The Davisburg Road resurfacing project to the West of Dixie Highway should be completed by May 17th.

Consent Agenda:

Trustee Hopper moved to approve the Consent agenda as amended. Supported by Trustee Pliska. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

- a) Approve Minutes: Regular Meeting of April 13th, 2023

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
May 11, 2023

SPRINGFIELD
CHARTER TOWNSHIP

Sean R. Miller, Clerk



- b) Accept the April 2023 Treasurers Report
- c) Receive April 2023 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, IT, and Natural Resources
- d) Authorize payment of bills: April Additional Disbursements totaling \$709,003.66 and May 2023 Bills List totaling \$127,933.25
- e) Adopt Resolution 2023-08 to request reimbursement under Oakland County's West Nile Virus Fund Program
- f) Adopt Resolution 2023-09 for Springfield Township to participate in the Oakland County Urban Community Development Program for 2024, 2025, & 2026
- g) Approve Fireworks Permit application from David Derkacz to hold a private display on the pond behind 7442 Ellis Freeman Ct. on July 8, 2023, with a rain date of July 15, 2023
- h) Approve Fireworks Permit Application from Oakland County Fair to hold fireworks display at Springfield Oaks on July 7, 2023 with no rain date
- i) Approve Fireworks Permit Application for Robert Fischer to hold a private display on Big Lake on July 1, 2023 with a rain date of July 2, 2023 conditioned upon receipt of Certificate of Insurance
- j) Receive Communications:
 - Letter from Supervisor Moreau to Boss Engineering authorizing a one-year extension to the Clarkston Complex Site Plan approval

Old Business:

1. Fire Department ALS Transition- Station 2 Renovation Plans and Authorization to go out for Bids

Supervisor Moreau started by saying that they are far into the continuation of renovation plans for ALS transition for both Fire Stations 1 and 2. Fire Station 1 renovations have been completed with the buildout of bunkrooms, since the station is being staffed around the clock, along with exterior lighting upgrades to improve safety. The Township has been working for several months on the design with engineering firm AEW and the Township's Facilities and Equipment Committee that the Board assigned last year. The Committee met on September 30, 2022 regarding both stations, with a second meeting taking place May 3rd devoted to Fire Station 2. Supervisor Moreau said that the plan is for the Township to allow the renovations for Fire Station 2 to go out for bid. She stated that she is not looking to authorize any budget or expenditure currently, but rather just wants to allow the plan to come into motion, as a lot of design updates are needed. Fire Station 2 has been staffed around the clock since 2018 and is not currently meeting the needs of our Fire Department. The size of the locker rooms and number of restroom facilities are up to code, but not efficient enough for day-to-day purposes, along with the fact that this station is the primary gathering and training space. Supervisor Moreau is proposing a way to allow this to go out for bid where there will be a base bid and 2 alternates. Alternate 2 bid would consist of the women's locker room and restroom area. The plan would be to keep the same footprint but refresh all surfaces and reduce the size of the toilet stall, in doing so they could then increase the size of the countertop and make the restroom more functional. Alternate 1 bid would include



providing additional storage space in the kitchen and dayroom area along with replacing existing cabinetry, which was installed in 2007. The plan is to keep all the plumbing in the same area to reduce costs. She reminded the Board that she is not asking for a budget, just for the Boards approval for this to go out for bid. Renovations including sleeping quarters at Station 1 were allocated at \$260,000. The total construction cost of station 2 is allocated at \$250,000, which doesn't include items provided by-owner, which would include office furniture and lockers.

Treasurer Dubre asked if the lockers are going to cost more than the ones purchased for the Police substation.

Supervisor Moreau and Chief Feichtner stated they will be considerably less.

Supervisor Moreau continued by saying that ARPA funds are being exhausted due to cost and she questioned whether they should complete all the work at once while the contractor is there or if they should break the project into different parts.

Treasurer Dubre said they should get all the work done at once. They won't know what the bids will be and since ARPA funds have been exhausted, existing funds may have to come out of the Fire Fund Revenue. She asked when this would be going out for bid.

Supervisor Moreau said that it should be going out for bid by the end of next week. For this size project they should plan on giving the contractor at least 3-4 weeks. They also want to give contractors ample time to order materials, so work will probably start around mid-August. She encouraged all Board Members to tour the stations and get a better idea of the upcoming plans.

Trustee Whitely concurred with Treasurer Dubre on getting a better idea of what the cost will be and getting all the work done at once.

All Board Members agreed to send this project out for bid.

2. Building Department Fee Schedule- Additional updates and Fee Schedule Reformat

Supervisor Moreau stated that the Township's Assessing and Zoning Assistant, Brian Piper found additional errors when implementing the new Fee Schedule information into BS&A. He discovered a few fees on applications that were not in the new Fee Schedule and made the necessary corrections. Supervisor Moreau stated that the new format has been thoroughly looked over and changes include items being alphabetized and put into categories, therefore making it more user friendly.

Treasurer Dubre agreed that the new schedule looks great.

Trustee Hopper agreed.



Clerk Miller moved to adopt Resolution 2023-10 to amend Section 3 of the Fee Schedule as presented. Supported by Trustee Hopper. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

New Business:

1. Fire Marshal Job Description and Classification Change

Chief Feichtner began by saying that the Fire Department's Fire Prevention Inspector position that was implemented this year is held by Firefighter Ric Davis. He has been performing inspections crucial to safety throughout the business community in the Township. Along with his 40 years' experience in the building trades, home inspections, along with implementing the launch of the Fire Department's software program, this makes him an invaluable resource in both the field and in the station. Therefore, this job has turned into more than just an Inspector position, it has turned into more of a Fire Marshal position. The Title "inspector" doesn't have the same perceived authority as "Captain" or "Fire Marshal" and in some circumstances Mr. Davis has had to revisit businesses with the Captain or Fire Chief to lend credibility to the job he has been assigned. Chief Feichtner added that he reached out to surrounding Fire Departments asking them for their current Fire Marshal job descriptions, to get a better idea of what this job should entail. This would be a reclassification of Mr. Davis's job title and there would be no pay change. Chief Feichtner added that the Township and Fire Department budgeted 100 hours towards this position at the beginning of the year. This included getting the software program up and running and going through archived files. The transition of getting the software programming up to speed, along with training, and going through dated archived files took longer than anticipated. Mr. Davis was also finding issues in the software's programming and had to go back to the software's developer to make the necessary corrections. The 100 hours that was budgeted on this program have already been spent. After discussing this with Mr. Davis he thinks the balance of hours for the rest of this year will be between 250-280 hours. Chief Feichtner and Mr. Davis are planning to keep an eye on the remaining hours for the year, because once the hours hit 250, they will have to end their work on the program for the rest of the year.

Ric Davis introduced himself and stated that he has been a resident of Springfield Township for 3.5 years. He also went into detail about the software he has been using, saying that it is a proprietary software that he has been using for his personal business of residential and commercial inspections. He created a template of the original software that would facilitate fire inspections, along with being able to add photographs and implement codes to help business owners better understand what the code violation is and what needs to be done to remediate the situation. Mr. Davis added that by implementing this program it makes for property preservation, life saving measures, and minimizing risk.

Supervisor Moreau asked how many businesses Mr. Davis plans to inspect each year.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
May 11, 2023

SPRINGFIELD
CHARTER TOWNSHIP

Sean R. Miller, Clerk



Mr. Davis answered by saying that he plans on getting to every business annually. Especially the high hazard businesses.

Supervisor Moreau asked Chief Feichtner to let her know before Mr. Davis's budgeted hours and dollar amount reach a certain point, instead of just having him stop when those hours have been exhausted. She feels that the work he is doing in the software programming is facilitating inspections and the work that he is doing is a priority.

Treasurer Dubre asked if there was a job description that is getting retired since there is a move from Fire Prevention Inspector to Fire Marshal.

Chief Feichtner said no, they created a pay line for Inspector and that same pay line would be moved to Fire Marshal.

Supervisor Moreau added that this is a new position, but it is not new to the budget. She also noted that the proposed Fire Marshal description would be submitted to Ecto HR, the Township's HR consultant, to be checked over and be put in the same format as other Township job descriptions.

Trustee Hopper moved to approve the Fire Marshal job description and change in job classification for Firefighter Ric Davis from Fire Prevention Inspector to Fire Marshal. The Rate of pay will remain at \$20 per hour for 2023, charged to the Non-Incident line on the Personnel Cost Center of the Fire Fund. Supported by Trustee Vallad. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

2. First Reading- to Code of Provisions for Accessory Buildings, Structures and uses; Nonconforming uses of land, Structures and Premises; and related Definitions

Supervisor Moreau stated that these amendments were initiated primarily for the need of clarity for the Planning Commission and the ZBA. She reminded the Board that they are in the middle of their Master Plan update, which is a project that involves a lot of public input.. She also noted that after the Master Plan is completed, she wants to have a full zoning ordinance audit, pending a proposal to the Board. Lately there have been many issues coming up related to site plans, non-conforming uses, and accessory structures that can't wait for an audit. The Planning Commission reviewed ordinances surrounding Setbacks for Nonconforming lots, Accessory Structures, and Expanding and Extending Nonconformities in the hopes of providing clarification on interpretation for these items, as the existing language was not as clear as it could be. The draft language was discussed and revised by the Planning Commission and a Public hearing was set for April 25, 2023 The Planning Commission recommends adoption of these ordinance amendments.

Trustee Hopper added that in almost every Planning Commission meeting they discussed errors that were found and had to review ordinance language changes.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
May 11, 2023

SPRINGFIELD
CHARTER TOWNSHIP

Sean R. Miller, Clerk



Supervisor Moreau added that the definition in our ordinance about Setback Lines and Building Lines is confusing as they currently mean the same thing. Due to this, there were problems arising as changes were being made to the ordinance. For an Accessory building, the ordinance currently requires any side entry garage to have a 30ft minimum setback from the side. Questions have been raised about what type of door (e.g. a garage door versus a pedestrian door) this applies to. Also, one of the more challenging parts is what is an expansion of a nonconformity. Supervisor Moreau added that clarity needs to be a priority for the language in these ordinances. Lastly, regarding setbacks for existing nonconforming Parcels, the ZBA has run into problems with the language and has to look at what is common in that certain zoning district. Supervisor Moreau added that these are all clean-up items that administratively were critical in making things clearer.

Trustee Pliska questioned section 40-931(c)(2) regarding the destruction of nonconforming structures and asked if a building were more than 50 percent destroyed, can it be reconstructed to the same nonconformities that existed before or would it have to be reconstructed so that it had no nonconformities.

Supervisor Moreau answered that if the loss was over 50 percent, then the rebuild must meet the current standards. But there are always opportunities to appeal to the Zoning Board of Appeals.

Trustee Whitley asked a question about an Accessory building with a side entrance and what determines what a side entrance is to be used for and how could one determine the intent.

Supervisor Moreau answered by saying that maybe the language needs to be changed so it's not open to interpretation.

Trustee Hopper added that it would still have to meet the side setback requirements.

Supervisor Moreau stated that she would check with the Township's Building Official and Planner to verify and cover all the bases before the notice of second reading is published.

Trustee Pliska moved to authorize the Clerk to publish the ordinance amendment as discussed for Second Reading. Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

3. Downtown Davisburg Right-Of-Way Paving

Supervisor Moreau stated that the purpose of this discussion is due to the resurfacing project that is currently being done on Davisburg Rd. After additional follow up with The Road Commission, they stated that due to the Mill Pond Dam Project they are intending to resurface more than was previously planned. The Road Commission only repaves travel lanes and in order to match what is being done with the Mill Pond Dam project, the Road Commission asked the Township if they would be interested in repaving all the parking in Downtown Davisburg and split the cost with them, not to exceed \$6,500.

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
May 11, 2023



Trustee Pliska agreed that it would be best to get it done all at once.

Trustee Whitely agreed that doing it now rather than later would avoid a second disruption to the businesses.

Supervisor Moreau said that she is going to have a meeting with Downtown business and property owners to discuss sidewalks, pathways, and the functionality of Downtown.

Clerk Miller asked if the parking areas would be done by May 18th in connection with the resurfacing project.

Supervisor Moreau answered yes; the travel lanes and parking would all be done at once.

Treasurer Dubre moved to authorize a budget not to exceed \$6,500 to handle the paving of the road Right-of-Way that is on the map the Board received of Downtown Davisburg. Supported by Trustee Pliska. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, and Whitley; No: none; Absent: none. The motion carried by a 7 to 0 vote.

4. Joint meeting with Parks Commission and Library Board- Discuss Dates

Clerk Miller lead this discussion by saying that it's time to set joint meetings with the Park Commission and Library Board. The Park Commission meeting could be set for either June 13th or July 11th at 5:30pm; the Library Board meeting could be set on either June 20th or July 18th at 6:00pm.

The Board agreed to set the joint meeting with the Park Commission on June 13th at 5:30 pm and the joint meeting with the Library Board on July 18th at 6:00pm.

PUBLIC COMMENT: Treasurer Dubre reminded everyone of Spring Clean-Up day on Saturday, May 13th from 8am-12pm.

Adjournment:

Hearing no other business, Supervisor Moreau adjourned the meeting at 8:47 pm.

Laura Moreau, Supervisor

Sean R. Miller, Clerk