



# Village of Wolverine Lake [www.wolverinelake.com](http://www.wolverinelake.com)

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## VILLAGE OF WOLVERINE LAKE REGULAR COUNCIL MEETING WEDNESDAY, DECEMBER 14, 2016

### **1. CALL TO ORDER**

President Magee called the meeting to order at 7:00pm.

### **2. PLEDGE TO THE FLAG**

### **3. ROLL CALL**

Present: Nedrow, Magee, Nagy, Duff, Stack

Absent: Scott, Sienkiewicz

Others: Administrator Burd, Chief Ellsworth, Engineer Powell, Attorney Elowsky,  
Treasurer Kondek, DPW Leader Stone and approximately 16 members of the public.

President Magee stated that both Scott and Sienkiewicz were out of town and unable to attend tonight's meeting.

**MOTION** by Stack, seconded by Duff, to excuse both Scott and Sienkiewicz from tonight's meeting.

All in favor.

Motion carried.

### **4. RC 12/14/2016 19763 CORRESPONDENCE**

None

### **5. RC 12/14/2016 19764 ADDITIONS TO BUSINESS**

None

### **6. RC 12/14/2016 19765 1<sup>ST</sup> CALL TO THE PUBLIC – THIS IS AN OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL ON AGENDA ITEMS.**

Magee opened the First Call to the Public.

No discussion.

Magee closed the First Call to the Public.

### **7. RC 12/14/2016 19766 APPROVAL OF CONSENT AGENDA**

Magee asked to remove the Regular Meeting Minutes of November 14, 2016.

**MOTION** by Stack, seconded by Duff, to approve the Consent Agenda with the removal of Regular Meeting Minutes of November 14, 2016, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Magee, Nagy, Duff, Stack

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**8. RC 12/14/2016 19767 APPROVAL OF MINUTES – REGULAR MEETING – NOVEMBER 14, 2016**

Magee stated on page 2 under Item 6. Election of Council Officers, he did vote for himself and his name should be added to the AYES.

**MOTION** by Duff, seconded by Nagy, to approve the Regular Meeting Minutes of November 14, 2016, as amended.

All in favor.

Motion carried.

**9. RC 12/14/2016 19768 RECEIVE AND FILE WRITTEN REPORTS.**

Police Report for 11-16

Code Enforcement Report 11-16

Building Report of 11-16

Fire Report of 11-16

Park & Recreation Board 11-21-16

Planning Commission 11-17-16

Water Management Board Work Session 11-16-16

Water Management Board 12-7-2016

**MOTION** by Stack, seconded by Duff, to receive and file written reports, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Magee, Nagy, Duff, Stack

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**10. RC 12/14/2016 19769 APPROVE WARRANTS**

Approve Payables for the month of November in the amount of \$215,232.41.

**MOTION** by Stack, seconded by Duff, to approve Payables for the month of November in the amount of \$215,232.41, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Magee, Nagy, Duff, Stack

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**11. RC 12/14/2016 19770 PUBLIC HEARINGS – AMENIA PARK DESIGN CONCEPT**

**MOTION** by Stack, seconded by Duff, to open the Public Hearing to the Public, as presented.

Motion carried.

All in favor.

No discussion.

**MOTION** by Duff, seconded by Stack, to close the Public Hearing to the Public.

All in favor.

Motion carried.

**12. A. RC 12/14/16 19771 AUDIT PRESENTATION – RANA EMMONS, PSLZ, LLP.**

Rana Emmons stated it was her pleasure to present the Village of Wolverine Lakes' annual audited financial statements for the fiscal year ending June 30, 2016. She presented charts for review. The first chart was a breakdown of the revenues for this year, the largest being the property taxes. The second chart was expenditures, which the largest portion was Public Safety. She stated the State Shared Revenue chart shows how that had went away for a while but getting a little bit back more than the past. This year has been pretty stagnate and there will be no significant increases in the near future. The property tax revenue did increase this year, almost 4% with no increase in the millage rate so it is purely taxable values which is a healthy number. She has not seen that large of an increase in surrounding communities. The prior year was 2.75%. The Village added \$190,000.00 to the General Fund Balance this year; it was expected to use approximately \$67,000.00 of the fund balance so it ended up to the good. The significant increases were the building permit revenues and building department expenses. The spike seen in 2015 compared to 2016 in expenditures was from the renovations to Village Hall and 2016 was a relatively normal year. A Special Assessment Bond debt was paid off with another being paid off next year.

Magee stated it was his understanding that this was a good audit. Ms. Emmons stated the Village received the highest audit level which is unmodified opinion. She stated this is exactly what the Village would want to receive; there is nothing bad to bring to Council's attention. Magee thanked Treasurer Kondek for all of his hard work.

Treasurer Kondek stated to remember the Village is about 88 percent back to where it was at its peak with taxable value. He stated it will be some years before it is back to where it was. He noted that the Village is doing its due diligence and contributing to funding to pensions without taxing the budget.

**MOTION** by Duff, seconded by Stack, to accept the audit of the 2016 year, as presented.

**ROLL CALL VOTE**

AYES – Nagy, Duff, Stack, Nedrow, Magee

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. B. RC 12/14/2016 19772 CW3 SOCCER CLARA MILLER PARK PROPOSAL – MIKE SCOBIE.**

Mike Scobie, 1405 Shankin, stated he is a Wolverine Lake resident and also a member of the Water Management Board. He is the General Manager for CW3 Soccer Association. He stated CW3 stands for Commerce, Wolverine Lake, Walled Lake and Wixom. They basically service the Walled Lake Consolidated Schools area for soccer. He has had discussion with John Scott and Administrator Burd about doing some renovation at Clara Miller Park. He stated they are always looking at new soccer fields and where they might be able to be placed. One of the things he has heard about Clara Miller Park is a feeling that it is underutilized. He feels soccer fields and the numbers they have could help. He stated CW3 is a 501.C.3 Non Profit Organization. They have anywhere from 150 to 400 players recreationally depending on the season. They have quite a large group of kids that play in their program. Wolverine Lake is centrally located as far as Walled Lake Schools are concerned so geographically, it makes a lot of sense for them. Clara Miller Park currently has two goals with no nets and is unusable at this point. He stated his organization has been saving money for some time to do some type of project because they do not have enough fields. Their proposal is to potentially invest money into building high quality soccer fields at Clara Miller Park that CW3 could use and the Village could potentially use for things like Concerts in the Park or the Corn Festival. They have had a good relationship with Commerce Township with some of their parks and it's nice to have the community work together with organizations to create a nice thing for all to use. His proposal is to build two soccer fields as a pod. It wouldn't be two separate fields, it would be a chunk of very nice turf that they can move fields around and protect the ground and use for different sizes. These are general ideas and they are very flexible. The idea is they would be responsible for the excavation and building the turf and fields and they would be asking the Village for parking spaces and a partnership. They would maintain them for any timeframe the property is leased or granted to them.

Stack asked the Engineer about drainage issues on the property. Engineer Powell stated there would be no drainage issues.

Mr. Scobie stated they have met with Eagle Construction who did the facility in Hartland's Heritage Park, and they have been out to Clara Miller and agree that there are no drainage issues.

Nagy asked about insurance issues. Mr. Scobie stated their players and families are insured through the Michigan State Youth Soccer Association. Attorney Ellsworth stated the Village has insurance for the park as well.

Magee asked about the scheduling for the fields. Mr. Scobie stated the recreational group would play games on the fields on Saturday and Sundays in the fall and the spring. During the week the Select club would train there Monday through Thursday from 5pm-8pm. During the winter they are indoors. They may have occasional summer camps. He stated there may be mutual benefits for them and the Village.

**MOTION** by Stack, seconded by Duff, to have the Administrator investigate the proposal further and come back with a list of potential costs and a more concrete proposal for two soccer fields at the January meeting, as presented.

**ROLL CALL VOTE**

AYES – Magee, Nagy, Duff, Stack, Nedrow

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. C. RC 12/14/2016 19773 RECOMMENDATIONS FROM ENGINEER POWELL – GRINDER PUMP ORDER.**

Engineer Powell stated earlier this year we knew we would be short on grinder pumps for this year to fill the requirements that would be needed. Instead of purchasing grinder pumps earlier this year for a truck load and paying a premium price, Administration made an agreement with Commerce Township and we were able to purchase them on an as needed basis through this year at their cost. Commerce Township also needs another truck load and asked if we would also be interested in going in with them again. We typically need 12 and 15 pumps a year to satisfy our needs. His recommendation is for the Village to take advantage of the truck load purchase price and purchase 20 of those pumps from Commerce Township. This would include some additional wiring to give residents some flexibility with the placement of the pumps.

**MOTION** by Nedrow, seconded by Stack, to approve the purchase of 20 grinder pumps and associated equipment at a cost of \$60,620.00, as presented.

**ROLL CALL VOTE**

AYES – Duff, Stack, Nedrow, Sienkiewicz, Magee

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. D. 1. RC 12/14/2016 19774 RECOMMENDATIONS FROM THE ZONING BOARD OF APPEALS – GLEN PONDER FOR A THREE YEAR TERM EXPIRING 12/31/19.**

Magee stated the Zoning Board did not have a full quorum at their meeting to make recommendations but Council can still make appointments.

**MOTION** by Nagy, seconded by Duff, to appoint Glen Ponder to the Zoning Board of Appeals for a three year term expiring 12/31/19, as presented.

All in favor.

Motion carried.

**12. D. 2. RC 12/14/2016 19775 RECOMMENDATIONS FROM THE ZONING BOARD OF APPEALS – CRAIG MINOLETTI FOR A THREE YEAR TERM EXPIRING 12/31/19.**

Magee stated there were issues with Craig Minoletti's overseeing of the Zoning Board of Appeals a couple of years ago and a special meeting was held regarding that. He stated he has talked to the Administrator and Attorney and everything has been going well on the ZBA. Minoletti has been running good meetings that follow all of the legal requirements. Magee stated he only wants legal defensible hearings for the ZBA and we now have that.

**MOTION** by Nagy, seconded by Duff, to reappoint Craig Minoletti to the Zoning Board of Appeals for a three year term expiring 12/31/19, as presented.

All in favor.

Motion carried.

**12. D. 3. RC 12/14/2016 19776 RECOMMENDATIONS FROM THE ZONING BOARD OF APPEALS – CHARLES GOTTLIEB FOR A THREE YEAR TERM EXPIRING 12/31/19.**

**MOTION** by Duff, seconded by Nagy, to reappoint Charles Gottlieb to the Zoning Board of Appeals for a three year term expiring 12/31/19, as presented.

All in favor.

Motion carried.

**12. E. RC 12/14/2016 19777 RECOMMENDATION FROM THE PARK AND RECREATION BOARD – MOTION TO RECOMMEND COUNCIL REAPPOINT DIANE BRAYKOVICH TO THE PARK AND RECREATION BOARD FOR A THREE YEAR TERM EXPIRING 12/31/19.**

**MOTION** by Duff, seconded by Stack, to reappoint Diane Braykovich to the Park and Recreation Board for a three year term expiring 12/31/10, as presented.

All in favor.

Motion carried.

**12. F. RC 12/14/2016 19778 ORDINANCE 153-A – AN ORDINANCE TO AMEND PART SIX , GENERAL OFFENSES CODE, OF THE CODE OF ORDINANCES FOR THE VILLAGE OF WOLVERINE LAKE, BY REPEALING CHAPTER 606, ANIMALS, IN IT'S ENTIRETY AND REPLACING IT WITH NEW CHAPTER 606, ANIMALS, IN ORDER TO UPDATE AND ENHANCE THE REGULATIONS PERTAINING TO DIFFERENT CLASSIFICATIONS OF ANIMALS WITHIN THE VILLAGE OF WOLVERINE LAKE.**

Magee stated this was the updating of the animal ordinance act to include an appeals process. It also includes numbers of animals. Attorney Elowsky stated it would also include a clause that every situation would be looked at on a case by case situation. She thinks some of the language will still have to be looked at by the Planning Commission.

**MOTION** by Stack, seconded by Duff, to open the discussion to the public.

All in favor.

Motion carried.

A concerned citizen asked if the zoning ordinance needs rewording; if this would affect her getting an exotic pet. Magee stated no, she can proceed with her permit application to the Administrator.

**MOTION** by Nedrow, seconded by Duff, to close the discussion to the public.

All in favor.

Motion carried.

**MOTION** by Stack, seconded by Nedrow, to adopt Ordinance 153-A, as presented.

**ROLL CALL VOTE**

AYES – Stack, Nedrow, Magee, Nagy, Duff

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. G. RC 12/14/2016 19779 AMMENDMENT TO SOLID WASTE, YARD WASTE AND RECYCLING AGREEMENT BETWEEN THE VILLAGE OF WOLVERINE LAKE AND ALLIED WASTE SERVICES OF DETROIT NORTH/REPUBLIC SERVICES OF SOUTHEAST MICHIGAN.**

Administrator Burd stated he was very happy with the renegotiation with Republic and their pricing and would recommend continuing utilizing their service.

**MOTION** by Duff, seconded by Stack, to adopt amendment to solid waste, yard waste and recycling agreement between the Village of Wolverine Lake and Allied Waste Services of Detroit North/Republic Services of Southeast Michigan, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Magee, Nagy, Duff, Stack

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. H. RC 12/14/2016 19780 2<sup>ND</sup> CALL TO THE PUBLIC – APPROXIMATELY 9:00PM OR AT THIS AGENDA ITEM (WHICHEVER COMES FIRST). THIS IS AN OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL REGARDING VILALGE BUSINESS.**

Magee opened the 2<sup>nd</sup> Call to the Public.

No discussion.

Magee closed the 2<sup>nd</sup> Call to the Public.

**12. I. RC 12/14/2016 19781 DISCUSSION: WATER MANAGEMENT BOARD 2017 LAKE MANAGEMENT PLANT DRAFT – LAKESIDE WEED PICK UP (ITEM #4).**

Magee stated both items I. and J. were requested to be put on the agenda by Mr. Scott who is out of town. He stated the lakeside weed pick up was something the Water Management Board has been discussing. He stated the Village, around 8 or 9 years ago, did weekly Friday morning weed pick up. The Village decided to discontinue that because we went from a 4 person DPW to a 3 person DPW and they were looking to eliminate things that were not getting that much bang for the buck. The last few years of that program there was a lot of driving around the Village and not picking up many weeds; that is why that program was discontinued. That said, it might be worth looking into maybe a once a month program or instances like the weekend before Tiki Night when people are doing a lot of work around the lake. He has doubts a weekly pick up would be worth it. Stack stated residents can always put it in with their other yard waste refuse. Magee stated also if residents compost, lake weeds make a great compost. Stack stated he only has to really rake weeds out maybe twice a year. Magee stated no action is required at this point, it's just a discussion point and something perhaps the Administrator and the DPW can look into further. Administrator Burd encouraged anyone with any comments regarding this to please let the Village know.

**12. J. RC 12/14/2016 19782 DISCUSSTION: CLARA MILLER PARK AND POTENTIAL GRANTS FOR ADA PLAYGROUND EQUIPMENT.**

Magee stated Scott suggested the Village look into grants for ADA playground equipment whether or not it is chosen for the Clark Foundation Playground. Stack asked if it would be looked at through Parks and Recreation or Administration. Administrator Burd stated we know which grants are out there and it will come down to how much the Village wants to put in as well. He stated a survey was done when we did the Master Plan and residents of the Village stated they wanted more handicap accessible playground equipment so it is a good thing as the Village would be responding to a need it has heard from the residents.

**12. K. RC 12/14/2016 19783 2016 CITIZEN OF THE YEAR NOMINATIONS ANNOUNCEMENT.**

Magee stated this is a reminder to everyone that we are going through our Citizen of the Year process and if anyone knows of anyone they would like to nominate, please contact the Village. He stated nominations are due by January 11, 2017.

Administrator Burd stated applications are available at Village Hall or anyone can just email him directly.

**12. L. 1. RC 12/14/2016 19784 RECOMMENDATION FROM POLICE CHIEF ELLSWORTH – REQUEST FOR OFFICER MARASCO AND OFFICER LIST TO ATTEND THE “EVERY OFFICER A LEADER” COURSE.**

Chief Ellsworth stated that there is extra in the budget to prepare officers for management and supervisory positions. He stated this is one of those classes that he feels would be beneficial. He noted that he would also like to send Officer Marasco to Police Leadership & Management Principals Course, which is the next item on the agenda.

**12. L. 2. RC 12/14/2016 19785 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – REQUEST FOR OFFICER MARASCO TO ATTEND POLICE LEADERSHIP & MANAGEMENT PRINCIPALS COURSE.**

**MOTION** by Stack, seconded by Duff, to approve Officer Marasco and Officer List to attend the “Every Officer a Leader” Course at a cost of \$365 each from budgeted funds and to approve Officer Marasco to attend Police Leadership & Management Principles Course at a cost of \$100 from budgeted funds, as presented.

**ROLL CALL VOTE**

AYES – Magee, Nagy, Duff, Stack, Nedrow  
NAYS – None  
ABSENT - Scott, Sienkiewicz  
Motion carried.

**12. L. 3. RC 12/14/2016 19786 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – DEPARTMENT MACP ACCREDITATION APPLICATION.**

**12. L. 4. RC 12/14/2016 19787 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – PURCHASE OF POWERDMS PROGRAM TO ASSIST WITH ACCREDITATION PROCESS.**

Chief Ellsworth stated this is to apply for the two year process through the Michigan Association of Chiefs of Police that he has been considering. He thinks it is a good step in the right direction. He believes it will be a great thing. It will take our policies and procedures, rules and regulations and department organization and keep everything in compliance with our accreditation. After several conversations with other departments he feels it would be foolish to not do this. There is a lot of instruction and it will make his officers accountable and him accountable to his officers. He stated this was not a budgeted item. He went to Treasurer Kondek and discussed unused forfeiture funds and he thinks this would be a very wise use for these funds. He asks to approve both the accreditation application and the program to maintain the documents.

**MOTION** by Duff, seconded by Nagy, to approve Department MACP Accreditation Application at a cost of \$1,500.00 and purchase of PowerDMS program to assist with accreditation process at a cost of \$3,200.00 , as presented.

**ROLL CALL VOTE**

AYES – Nagy, Duff, Stack, Nedrow, Magee

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. M. RC 12/14/2016 19788 COMPUTER NETWORK BACK UP PLAN.**

Treasurer Kondek stated he had an issue with his work station and it is paramount that we update our back up plan.

**MOTION** by Stack, seconded by Nedrow, to proceed with to BE IT RESOLVED, that the budget for line item 101-170-933.002 (Network Repair and Maintenance) in the Village of Wolverine Lake's approved budget for the fiscal year ending June 30, 2017, be increased from \$3,000 to \$4,000 to allow for the purchase and installation of a new network backup solution and that the Treasurer be directed to make the necessary adjustment on the financial records to implement that change, as presented.

**ROLL CALL VOTE**

AYES – Stack, Nedrow, Magee, Duff, Nagy

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. N. RC 12/14/2016 19789 RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR.**

**MOTION** by Stack, seconded by Duff, to approve the Resolution for Designation of Street Administrator, Burd replaces Miller, as presented.

**ROLL CALL VOTE**

AYES – Nedrow, Magee, Nagy, Duff, Stack

NAYS – None

ABSENT – Scott, Sienkiewicz

Motion carried.

**12. O. RC 12/14/2016 19790 SET TOPICS FOR DECEMBER 28, 2016 WORK SESSION.**

Magee stated we do not have any pending topics.

**MOTION** by Duff, seconded by Stack, to cancel the December 28, 2016 Work Session, as presented.

All in favor.

Motion carried.

**13. RC 12/14/2016 19791 PENDING BUSINESS**

Council Committee Assignments

Magee stated the Administrator has gone through and confirmed some of the things Council has discussed. He thinks a little bit more information is needed before confirming everything. He recommends leaving it on Pending Business for now.

**14. RC 12/14/2016 19792 UPDATE FROM CHIEF ELLSWORTH.**

Chief Ellsworth stated he wanted to give a reminder that there is no parking in the streets between the hours of 2am and 6am. It helps to clear the streets after a snow. He also stated when plowing your driveways, do not push the snow into the road or across the road, it is against the law. He wrote around 18 letters to people who violated that. He wished everyone a Merry Christmas and Happy New Year.

**15. RC 12/14/2016 19793 UPDATE FROM TREASURER KONDEK**

Treasurer Kondek stated he had nothing to add.

**16. RC 12/14/2016 19794 ADMINISTRATOR'S REPORT**

Administrator Burd stated following up on what the Chief said, he thanked the DPW for their hard work with the snow fall last week. He knows we all appreciate them. He thanked Treasurer Kondek for his financial leadership. He thanked the Park and Recreation Board and all of the volunteers for the very successful Snack's with Santa this year. He wished everyone a Happy Holiday Season.

**17. RC 12/14/2016 19795 COUNCIL COMMENTS**

Nedrow wished everyone a Happy Holiday Season and reminded everyone to be safe on the ice this year.

Stacked wished everyone Happy Holidays and gave a shout out to the DPW for the snow removal.

Duff wished everyone Happy Holidays and a Merry Christmas. He stated he hopes everyone has a great New Year and to stay warm.

Nagy wished everyone a Merry Christmas and Happy New Year. He asked the Chief about the progress of a replacement Officer. Chief Ellsworth stated they have interviews next week and they have some very good candidates. Nagy stated he has had discussion with Administrator Burd about the tree trimmers that came through. He has had neighbors complaining and has seen evergreens cut way too much. He stated he was not happy about what happened. When he questioned it, he was treated poorly. He thinks they were overzealous in their trimming, while understanding they need to make room for the power lines. Administrator Burd stated he did speak to DPW leader Stone and he was going to pass on some of the concerns. He stated we do not have a whole lot of oversight over what they do. Chief Ellsworth stated he had concerns last

year as well. He was told this is their 100 year cutting and they will take 15 feet out from the power line. He was not happy as well but it does grow back and fill in. Because it is a 100 year cut, not a 5 year cut, it is very drastic.

Magee encouraged everyone to drive safely in the winter weather. He also advised all to be safe on the ice. He stated we have new ice but to treat it carefully. He thanked everyone who worked on the Snack's with Santa, it was a great event. He wished everyone Happy Holidays and a Merry Christmas.

**18. RC 12/14/2016 19796 ADJOURNMENT**

**MOTION** by Nedrow, seconded by Duff, to adjourn the meeting at 8:54pm.

All in favor.

Motion carried.

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Nathan Burd, Village Administrator  
Recording Secretary Sheila Nicholas

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John Magee, Village President

PRELIMINARY