



Village of Wolverine Lake www.wolverinelake.com

425 Glengary, Wolverine Lake, Michigan 48390-1404 (248) 624-1710 Fax (248) 624-3536

VILLAGE OF WOLVERINE LAKE REGULAR COUNCIL MEETING WEDNESDAY, APRIL 12, 2017

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. SWEARING IN OF COUNCIL MEMBER DAVID DUMONT

Administrator Burd swore in new Council Member David Dumont.

4. ROLL CALL

Present: Scott, Nedrow, Sienkiewicz, Magee, Dumont, Duff, Stack

Absent: None

Others: Administrator Burd, Chief Ellsworth, Engineer Spencer, Attorney Elowsky,
Treasurer Kondek and approximately 9 members of the public.

5. RC 4/12/2017 19894 CORRESPONDENCE

None

6. RC 4/12/2017 19895 ADDITIONS TO BUSINESS

Magee stated there were no additions to business.

MOTION by Duff, seconded by Stack, to approve the Agenda, as submitted.

All in favor.

Motion carried.

7. RC 4/12/2017 19896 1ST CALL TO THE PUBLIC – THIS IS AN OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL ON AGENDA ITEMS.

Magee opened the 1st Call to the Public.

No public comments.

Magee closed the 1st Call to the Public.

8. RC 4/12/2017 19897 APPROVAL OF CONSENT AGENDA

Magee stated he would like to remove the Minutes of March 8, 2017 as he has one small correction.

Sienkiewicz asked that the Water Management Board Minutes of April 5, 2017 be removed.

MOTION by Duff, seconded by Stack, to approve the Consent Agenda, with the removal of the Minutes of February 8, 2017 and the Water Management Board Minutes of April 5, 2017 as presented.

ROLL CALL VOTE

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Stack, Scott

NAYS – None

ABSENT – None

Motion carried.

9. RC 4/12/2017 19898 APPROVAL OF MINUTES – REGULAR MINUTES – FEBRUARY 8, 2017.

Magee stated on pages 3 through 5 there is discussion regarding Polycyclic Aromatic Hydrocarbons and the abbreviation should be changed to PAH throughout.

MOTION by Duff, seconded by Stack, to approve the Regular Meeting Minutes of February 8, 2017, as amended.

All in favor.

Motion carried.

MOTION by Duff, seconded by Stack, to approve the Special Meeting Minutes of March 15, 2017, as presented.

ROLL CALL VOTE

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Stack, Scott

NAYS – None

ABSENT – None

Motion carried.

10. RC 4/12/2017 19899 RECEIVE AND FILE WRITTEN REPORTS.

Sienkiewicz stated in the Water Management Board Minutes, during the liaison report it states the street signs are purchased and being installed. He's not sure if that was Scott's error or whoever took the minutes. Scott stated in the quick synopsis that he did, it was an error. He stated these minutes are preliminary and he will make correction at the next meeting before they are filed.

MOTION by Stack, seconded by Duff, to receive and file the draft of the Water Management Board Minutes of April 5, 2017, as presented.

All in favor.

Motion carried.

Police Report for 3-17

Fire Report 3-17

Code Enforcement Report 3-17

Building Report of 3-17
Park and Recreation, 3-20-17
Planning Commission, 3-23-17

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

ROLL CALL VOTE

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Stack, Scott

NAYS – None

ABSENT – None

Motion carried.

11. RC 4/12/2017 19900 APPROVE WARRANTS

Approve Payables for the month of March in the amount of \$83,709.10.

MOTION by Duff, seconded by Stack, to approve Payables for the month of March in the amount of \$83,709.10, as presented.

ROLL CALL VOTE

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Stack, Scott

NAYS – None

ABSENT – None

Motion carried.

12. RC 4/12/2017 19901 PUBLIC HEARINGS – NONE

13. A. RC 4/12/2017 19902 2016 RECOMMENDATION FROM THE WATER MANAGEMENT BOARD – MOTION TO APPOINT DIXIE GANNON TO A TERM EXPIRING DECEMBER 31, 2017.

Scott introduced Dixie Gannon to Council. He mentioned she served on the Board many years ago.

MOTION by Sienkiewicz, seconded by Scott to appoint Dixie Gannon to the Water Management Board to a term expiring December 31, 2017, as presented.

All in favor.

Motion carried.

Administrator Burd swore Gannon in to the Water Management Board. All congratulated her.

13. B. RC 4/12/2017 19903 RESOLUTION TO RECOGNIZE APRIL AS CHILD ABUSE PREVENTION MONTH – AT THE REQUEST OF CARE HOUSE OF OAKLAND COUNTY.

Magee stated this is certainly something we should recognize and support.

MOTION by Stack, seconded by Duff, to adopt the resolution from Oakland County CARE House of Oakland County declaring April to be Child Abuse Prevention Month, as presented.
All in favor.
Motion carried.

13. C. RC 4/12/2017 19904 APPOINTMENT OF KENNETH BORYCZ AS PLUMBING AND MECHANICAL INSPECTOR.

Administrator Burd stated our long time Plumbing and Mechanical Inspector, John Marr, is retiring on Friday. He stated Ken comes very highly recommended, has worked with many municipalities in the area and has all of the proper certifications. He stated he would be available 3 days a week and believes he will be a good addition.

MOTION by Sienkiewicz, seconded by Stack, to appoint Kenneth Borycz as Plumbing and Mechanical Inspector, as presented.
All in favor.
Motion carries.

13. D. RC 4/12/2017 19905 RECOMMENDATIONS FROM ENGINEER POWELL – PAY RECOMMENDATION #3 FOR MARCHAR WATERMAIN PROJECT (FINAL).

Engineer Spencer stated this is regarding the Marchar Watermain that was done by Milford Excavating last year. We made two payments last year to them but we withheld some to make sure they did the restoration necessary. She stated they are recommending payment to finish out the balance of \$1,270.00 to Milford Excavating.

MOTION by Duff, seconded by Stack, to pay the final invoice in the amount of \$1,270.00 to Milford Excavating, as presented.

ROLL CALL VOTE

AYES – Sienkiewicz, Magee, Dumont, Duff, Stack, Scott, Nedrow

NAYS – None

ABSENT – None

Motion carried.

13. E. RC 4/12/2017 19906 AMEC PROPOSAL FOR LUST MONITOR WELL ABANDONMENT.

Sienkiewicz stated \$25,000 to remove these wells is inordinately expensive. He noted it states there will be an attempt to pull the well case and if they cannot, the pipe will be filled with bentonite. He stated bentonite is a power clay that swells when wet and it seals the ground water out. He noted he has been out of this for a few years now but believes it is better to leave it in the ground and seal it. He stated if there is no rush on this, he would like to hold off for a bit. Burd stated it is his understanding the DEQ requires an attempt to remove but he will verify that. Magee stated he doesn't see any reason why we can't get more detailed information so everyone knows exactly what is being done. Engineer Spencer noted the majority of the costs are

associated with all of the reports required by the MDEQ. Burd stated he will get more information and noted that they can't start until we get the final letter from the DEQ, regardless.

13. F. RC 4/12/2017 19907 INTRODUCTION OF ORDINANCE 157 – COAL TAR SEALANT BAN.

Magee noted this was drafted based on the Ann Arbor ordinance. He read it over and didn't have any specific questions. Attorney Elowsky stated it was mostly based on Ann Arbor's ordinance with a few minor tweaks.

MOTION by Stack, seconded by Nedrow, to Introduce Ordinance 157 – Coal Tar Sealant Ban – An ordinance to amend part Six, General Offenses Code, of the Code of Ordinances for the Village of Wolverine Lake, by adding a new Chapter 696, Pavement Sealers, in order to regulate and prohibit the use and sale of coal tar and other high PAH pavement sealer products within the Village of Wolverine Lake, as presented.

ROLL CALL VOTE

AYES – Magee, Dumont, Duff, Stack, Scott, Nedrow, Sienkiewicz

NAYS – None

ABSENT – None

Motion carried.

13. G. RC 4/12/2017 19908 ORDINANCE 106-A103.

MOTION by Nedrow, seconded by Scott, to adopt Ordinance 106-A103 – An Ordinance to amend Chapter 1266, C-3 General Business District, of Title Four, Zoning, of Part Twelve, Planning and Zoning, of the Code of Ordinances for the Village of Wolverine Lake, by revising section 1266.02, special land uses, and adding Section 1266.10, businesses with drive-through windows, in order to enhance the regulations pertaining to businesses, with drive-through windows in the C-3 General Business District within the Village of Wolverine Lake.

ROLL CALL VOTE

AYES – Dumont, Duff, Stack, Scott, Nedrow, Sienkiewicz, Magee

NAYS – None

ABSENT – None

Motion carried.

13. H. RC 4/12/2017 19909 ORDINANCE 106-A104.

MOTION by Duff, seconded by Stack, to Adopt Ordinance 106-A104, an Ordinance to add to the Subsection (E) to Section 1262.01, uses permitted by right, of Chapter 1262, C-1 Local Business District, of Title Four, Zoning, of Part Twelve, Planning and Zoning, of the Code of Ordinances for the Village of Wolverine Lake, in order to add Professional and General Office uses, and medical and dental offices and laboratories, as permitted uses in the C-1 local business district within the Village of Wolverine Lake, as presented.

ROLL CALL VOTE

AYES – Duff, Stack, Scott, Nedrow, Sienkiewicz, Magee, Dumont

NAYS – None

ABSENT – None

Motion carried.

13. I. RC 4/12/2017 19910 ORDINANCE 139-A1

MOTION by Duff, seconded by Stack, to adopt Ordinance 139-A1 – An ordinance to approve the editing and inclusion of certain ordinances as part of the codified ordinances for the Village of Wolverine Lake, as presented.

ROLL CALL VOTE

AYES – Stack, Scott, Nedrow, Sienkiewicz, Magee, Dumont, Duff

NAYS – None

ABSENT – None

Motion carried.

13. J. RC 4/12/2017 19911 COST ESTIMATE FOR NEW STREET NAME SIGNS.

Burd apologized for not having the information included in the packets but did hand out information with costs from three different sign companies. The most cost effective was Dornbos Signs and Safety Inc. He stated 39 perimeter signs are needed at \$40.71 per sign would total \$1,587.69. He stated 39 brackets need to be purchased as the old brackets would not work with the new signs. He stated 39 brackets would cost an additional \$206.70. The one unknown with the cost is how many sign posts would need to be replaced. If the Village had to replace all 39, it would add an additional couple thousand to the price. He does not anticipate that to be the case but is sure there will be a few that will need to be replaced. He wants to entertain whether Council would like for him to move forward on this project as long as we stay within budgeted funds of \$5,000.00. He believes it will be substantially less than that.

Sienkiewicz asked what the cost was for the logo. Burd stated the logo adds about \$8.00 a sign. Sienkiewicz stated he would really like to know exactly how many sign posts will need to be replaced. He doesn't think there should be a rush on this and overwhelm the DPW. He asked if it is known if the diameter of the existing posts will support the new signs. Burd stated yes, they will. Magee stated while it will be a DPW project, it's not a priority; they will do them as they can.

MOTION by Duff, seconded by Scott, to purchase signs and brackets from Dornbos Signs and Safety Inc. at a cost not to exceed \$1,587.69 for the signs and \$206.70 for the brackets and to purchase additional posts as needed with total cost not to exceed \$5,000.00 as budgeted, as presented.

ROLL CALL VOTE

AYES – Scott, Nedrow, Sienkiewicz, Magee, Dumont, Duff, Stack

NAYS – None

ABSENT – None

Motion carried.

13. K. RC 4/12/2017 19912 DRAFT OF EMPLOYEE CODE OF CONDUCT MANUAL.

Magee stated he hoped everyone got a chance to review it. He did talk to the Administrator and it was suggested to send this to the Administrative Committee for review.

Burd stated this was an item that came up during the Goal Setting Session, the absence of a manual like this was something the Village needs to correct. This does not get into matters of pay or benefits, only behavior and conduct on the job. Several cities have shared information and language, he brought some from his own experience and some of the language comes from our Attorney. These are common sense things about conduct. He stated he wants to stress that we are not doing this to address anything that is currently happening right now. He noted the Village has wonderful employees; this is just something everyone as an employer should have in place. He asked Council to review this over the next few weeks. Once we get to something that everyone is comfortable with and it gets adopted, all employees will receive it and sign to verify they received it.

MOTION by Scott, seconded by Duff, to send draft of Employee Code of Conduct Manual to the Administrative Committee for review, as presented.

All in favor.

Motion carried.

13. L. 1. RC 4/12/2017 19913 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – REQUEST TO ATTEND MICHIGAN ASSOCIATION CHIEF OF POLICE CONFERENCE FROM JUNE 24 – 28 IN BELLAIRE AT A COST NOT TO EXCEED \$1,400.

Chief Ellsworth stated the winter conference used to be where all of the teaching was done. There is a new Executive Director who has split the teaching sessions into summer and winter and he feels he should attend both. He stated it is within budgeted funds.

MOTION by Sienkiewicz, seconded by Nedrow, to approve request for Chief Ellsworth to attend Michigan Association Chief of Police Conference from June 24 – 28 in Bellaire at a cost not to exceed \$1,400.00, as presented.

ROLL CALL VOTE

AYES – Nedrow, Sienkiewicz, Magee, Dumont, Duff, Stack, Scott

NAYS – None

ABSENT – None

Motion carried.

13. L. 2. RC 4/12/2017 19914 RECOMMENDATIONS FROM POLICE CHIEF ELLSWORTH – REQUEST TO SEND OFFICER MARASCO TO POLICE PATROL RIFLE INSTRUCTOR COURSE - \$600 FROM BUDGETED FUNDS.

Chief Ellsworth stated Officer Marasco is the current firearms instructor but we do not have a Police Patrol Rifle Instructor. He is very pleased he is willing to go to this and it is being held locally.

MOTION by Sienkiewicz, seconded by Duff, to approve request to send Officer Marasco to Police Patrol Rifle Instructor Course at a cost not to exceed \$600, as presented.

ROLL CALL VOTE

AYES – Sienkiewicz, Magee, Dumont, Duff, Stack, Scott, Nedrow

NAYS – None

ABSENT – None

Motion carried.

12. M. RC 4/12/2017 19915 2nd CALL TO THE PUBLIC – APPROXIMATELY 9:00PM OR AT THIS AGENDA ITEM (WHICH EVER COMES FIRST). THIS IS AN OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL REGARDING VILLAGE BUSINESS.

Magee opened the 2nd Call to the Public.

Chief Ellsworth stated he has had several residents coming to him and asking about disposal of hazardous waste. He asked about having a Hazardous Waste Day for Village residents. Magee stated Commerce Township has reestablished their Hazardous Waste Day and thinks we should get that information posted and out to the residents. Also, our recycling company that the Village uses will pick up electronics and such. You just have to mark it and set it out and they will pick it up. It was noted that Best Buy also will take electronics.

Magee closed the 2nd Call to the Public.

13. N. RC 4/12/2017 19916 SCHEDULING OF PUBLIC HEARING FOR CLARA MILLER PARK ATHLETIC FIELD LAYOUT.

Burd stated Council has been talking about this for quite awhile. He stated the Clara Miller Master Plan should be done sometime towards mid or end of May. He would suggest to Council to do either a hearing on just the athletic section or a hearing on the entire plan.

Sienkiewicz asked if there would be one plan with the fields and one without. Burd stated no, the plan would include the fields and the plan is just a vision, not something that is locked into. Sienkiewicz stated it is imperative anyone that borders the park get a letter about this public hearing. Burd indicated they would. Sienkiewicz also asked about the paving of a walkway up to Benstein. He stated if it is just to go to Dairy Twist, there are other options. Magee stated this is to get foot traffic off of the roads.

MOTION by Duff, seconded by Stack, to ask the Administrator to schedule a Public Hearing to review the Clara Miller Master Plan in early June, as presented.

All in favor.

Motion carried.

13. O. RC 4/12/2017 19917 COUNCIL COMMITTEE ASSIGNMENT REVISIONS.

Magee stated Mr. Nagy was on multiple committees and needs to be replaced. He stated Nagy was on the Administrative Committee and he has heard there may be multiple people interested in replacing him. Magee stated the Committee meets the Friday morning after Council meetings. Scott and Duff both expressed interest. Duff stated if Scott was interested in it, he could do it. Duff stated he would have to make the time frame work and it might be easier for Scott to attend.

Magee stated there is now an opening on the Zoning Board of Appeals. Duff stated he would like to be on this Board.

Magee stated there is now an opening on the Pathway Committee and Nagy was also going to Chair this committee. He stated this is ad hoc and does not have a set schedule. Duff stated he would be willing to be on the committee and chair it.

Magee stated there is also the Newsletter/Internet Committee, which revolves around communication. Magee stated perhaps Dumont would be interested in taking over the Parks and Recreation Liaison position for Duff since he is on so many. Dumont stated he would be very interested in it. Duff stated he would be willing to take the Newsletter/Internet Committee as well. Burd stated this also is a Committee that does not meet very often and not a big time commitment.

Sienkiewicz stated he would like to replace Scott on the Lake Improvement Board. Scott stated he was fine with that.

MOTION by Stack, seconded by Scott, to appoint Scott to the Administrative Committee, Sienkiewicz in place of Scott to the Lake Improvement Committee, Duff as the new ZBA Liaison, Dumont as new Park and Recreation Liaison, Duff to chair the Pathway Committee and Duff to the Newsletter/Internet Committee, as presented.

All in favor.

Motion carried.

13. P. RC 4/12/2017 19918 REQUEST TO REFER GOAL ITEMS TO THE ADMINISTRATIVE COMMITTEE.

Burd stated this is not a request to send all of the goal items. He only wants to refer the administrative items only.

MOTION by Duff, seconded by Nedrow, to refer Administrative Goals to the Administrative Committee, as presented.

All in favor.

Motion carried.

13. Q. RC 4/12/2017 19919 DISCUSSION: 2017 HARVESTER OPERATIONS.

Burd stated Council adopted the Water Management Board's Lake Management Plan last month. He stated he wanted clarification on whether Council wants to hire a second harvester operator or not. The language states that a back up harvester operator may be hired and if Council is going to do that, we need to do it now. He talked to the current operator and stated he is open to whatever Council decides. He stated this would not take hours away from current operator, just a back up for him.

MOTION by Sienkiewicz, seconded by Stack, to leave it to the Administrator's discretion whether a second harvester operator should be hired, as presented.

All in favor.

Motion carried.

13. R. RC 4/12/2017 19920 SET TOPICS FOR THE APRIL 26, 2017, WORK SESSION.

Magee stated there are no topics pending.

MOTION by Duff, seconded by Dumont, to cancel the April 26, 2017, Work Session, as presented.

All in favor.

Motion carried.

14. RC 4/12/2017 19921 PENDING BUSINESS

None

15. RC 4/12/2017 19922 UPDATE FROM CHIEF ELLSWORTH.

Chief Ellsworth welcomed Dumont and told him if he had any questions about the information he gave him to just give him a call. He thanked Council for approving him to attend the Conference. He noted it was a busy month.

16. RC 4/12/2017 19923 UPDATE FROM TREASURER KONDEK.

Treasurer Kondek stated the budget process continues. He noted the taxable value continues to increase, which is good news.

17. RC 4/12/2017 19924 UPDATE FROM THE ADMINISTRATOR

Administrator Burd stated regarding Amenia Park, the paving should be done soon this week or next. He stated a park should start unfolding. He thanked DPW for their work this winter.

18. RC 4/12/2017 19925 COUNCIL COMMENTS

Scott stated it was a great meeting.

Nedrow welcomed Dumont.

Sienkiewicz stated after the Special Meeting there was a comment made by a Council member about the selection that was made. He thinks it may have offended a few people. There was an age comment and some people were offended. He hopes everyone has a happy and safe Easter.

Stack stated in the private Council session he stated nothing about age; he made a comment about young people. He stated the Coxeter Open will be on Saturday, June 3, 2017.

Duff welcomed Dumont.

Dumont thanked everyone for selecting him. He stated he appreciates the kind words and looks forward to working with everyone.

Magee welcomed Dumont and welcomed Spring.

19. RC 4/12/2017 19926 ADJOURNMENT

MOTION by Nedrow, seconded by Sienkiewicz, to adjourn the meeting at 8:11pm.

All in favor.

Motion carried.

Nathan Burd, Village Administrator
Recording Secretary Sheila Nicholas

John Magee, Village President