

**CHARTER TOWNSHIP OF BROWNSTOWN REGULAR TOWNSHIP BOARD
MEETING OF JUNE 7, 2021**

The Charter Township of Brownstown regular meeting of the Board of Trustees was held in the Township Hall, 21313 Telegraph Road, on Monday, June 7, 2021.

The meeting was called to order by Supervisor Linko at 7:04 p.m. and began with the Pledge of Allegiance.

ROLL CALL BY CLERK BRINKER:

PRESENT: Supervisor Linko, Clerk Brinker, Treasurer Eberth, and Trustees: Allen, Berecz, Chapman, and Killian. Also in attendance were Township Manager Peters, Police Chief Watson, Fire Chief Drouillard, Parks & Recreation Director Graves, and Township Attorney Foley.

ABSENT AND EXCUSED: None.

MINUTE ACCEPTANCE:

Motion of Eberth, supported by Killian, to approve the regular board meeting minutes of May 17, 2021. All voting aye.

AGENDA APPROVAL:

Motion of Berecz, supported by Chapman, to approve the agenda of June 7, 2021 as submitted with the addition of Supervisor's item 6A-11 regarding the authorization to hire one full-time Clerk-Typist in the Building Department and 6A-12 regarding the acceptance of employee retirement notice for David VanWallaghen. All voting aye.

PUBLIC FORUM:

Public Forum was held at 7:06 p.m. There was no public comment.

**FIRST READING ORDINANCE 141-68 AN AMENDMENT TO ORDINANCE 141-45
SECTION 6.02 INCLUSION OF OUTDOOR EATING AREAS AS A PERMITTED USE
ACCESSORY TO AN APPROVED FOOD SERVICE USE; SECTION 11.06 (C) ADDED
DISCRETION TO ALLOW A DRIVE THROUGH WINDOW IN THE SECONDARY FRONT
YARD OF A CORNER LOT; SECTION 11.06 (D) USE REQUIREMENTS FOR OUTDOOR
EATING AREAS; SECTION 18.03 REMOVAL OF THE LANGUAGE REQUIRING ZONING
BOARD OF APPEALS CONSIDERATION OF VARIANCES PRIOR TO PLANNING
COMMISSION CONSIDERATION OF SPECIAL LAND USE AND SITE PLAN REVIEW:**

Motion of Allen, supported by Chapman, to approve and adopt the first reading of Ordinance 141-68, which is an ordinance to amend Ordinance 141-45, Section 6.02 inclusion of outdoor eating areas as a permitted use accessory to an approved service use; Section 11.06 (c) added discretion to allow a drive-through window in the secondary front yard of a corner lot; Section 11.06 (d) use requirements for outdoor eating areas; Section 18.03 removal of the language requiring Zoning Board of Appeals consideration of variances prior to Planning Commission consideration of special land use and site plan review. Roll call vote: Allen, aye; Brinker, aye; Eberth, aye; Chapman, aye; Berecz, aye; Killian, aye; and Linko, aye. Motion carried.

RESOLUTION 2021-12 WAYNE COUNTY TAMPON TAX RESOLUTION:

Motion of Allen, supported by Berez, to approve and adopt Resolution 2021-12, Wayne County Tampon Tax. This resolution requests the State of Michigan to end its tax on menstrual products. Two Michigan Senate bills, Senate Bill 153 and Senate Bill 154, and two House Bills 4270 and 4271, were introduced in February to ban the tampon tax, none of which have received a hearing. Although considered a necessity, thirty states, including Michigan, impose a tax on period products. Roll call vote: Eberth, aye; Chapman, aye; Killian, aye; Allen, aye; Brinker, aye; Berez, aye; and Linko, aye. Motion carried.

PEDDLER PERMIT APPLICATION- LANCE SULEK, POKE UR WAY LLC FOOD TRUCK:

Motion of Brinker, supported by Killian, to approve peddler permit for Poke Ur Way LLC Food Truck for the sale of poke bowls and soft drinks contingent upon a satisfactory vehicle inspection by the Police Department. All voting aye.

PEDDLER PERMIT APPLICATION- DAWN BRANDON, SNO BIZ DELIGHT LLC:

Motion of Eberth, supported by Brinker, to approve peddler permit for Sno Biz Delight LLC for the sale of shave ice, iced coffee, and milkshakes contingent upon a satisfactory vehicle inspection by the Police Department. All voting aye.

MICHIGAN TOWNSHIP ASSOCIATION (MTA) DUES: \$7,253.26:

Motion of Allen, supported by Brinker, to approve to pay the annual dues for the Michigan Townships Association (MTA) in the amount of \$7,253.26. All voting aye.

SUPERVISOR:

HUMAN RESOURCES: APPROVAL TO HIRE FOR AN ECONOMIC DEVELOPMENT DIRECTOR:

Motion of Eberth, supported by Killian, to approve to post and hire for the replacement of a full-time Economic Development Director. This position has remained vacant since April 2020 and continuously throughout the COVID-19 pandemic. This position will remain in the Teamster/ Administrative Union and is included in the 2021 approved budget. All voting aye.

HUMAN RESOURCES: APPROVAL FOR ADDITIONAL NEW HOUSING/ZONING OFFICER POSITION IN THE BUILDING DEPARTMENT AND TO POST AND ADVERTISE IF NECESSARY:

Motion of Allen, supported by Brinker, to approve to post and hire for an additional new full-time position of a Housing/ Zoning Officer in the Building Department. This request is in response to meeting the demand of an increased workload and to provide staffing coverage during a leave of absence of a full-time Housing/ Zoning Officer. This position will remain in the Teamster/ Administrative Union and is included in the 2021 approved budget. All voting aye.

HUMAN RESOURCES: EXTENSION OF TEMPORARY ASSISTANCE FOR THE ASSESSING DEPARTMENT:

Motion of Eberth, supported by Chapman, to approve a request to extend temporary assistance for the Assessing Department due to ongoing field assessments by the Assessor and Property Appraiser. This request includes to extend full-time Clerk-Typist, C. Huston, at a pay rate not to exceed \$20.43 per hour. This position is not eligible for benefits and is not to exceed 4 weeks. Funds for this request are available in the 2021 approved budget. All voting aye.

HUMAN RESOURCES: APPROVAL TO HIRE TEMPORARY WORKERS FOR SAFETY TOWN:

Motion of Berez, supported by Chapman, to approve to hire four (4) temporary workers for the annual Safety Town event, which will run for two weeks from July 19, 2021 through July 30, 2021. The rate of pay is \$9.65 per hour, which is the State of Michigan minimum wage rate. This position is not eligible for benefits. Funds for this request are available in the 2021 approved budget and will be allocated from account number 207.301.707.293. All voting aye.

HUMAN RESOURCES: APPROVAL TO HIRE SEASONAL DPW WORKERS AND WAGE INCREASE:

Motion of Killian, supported by Chapman, to approve to hire up to three (3) seasonal DPW staff for summer work from June 8, 2021 through October 1, 2021. This request also includes a wage increase from \$11.00 per hour to \$12.00 per hour for new hires; and from \$12.00 per hour to \$13.00 per hour for rehires with previous DPW seasonal work experience. This position is not eligible for benefits. Funds for this request are available in the 2021 approved budget. All voting aye.

HUMAN RESOURCES: TUITION REIMBURSEMENT FOR SERGEANT COREY WILSON:

Motion of Berez, supported by Allen, to approve tuition reimbursement of \$600.00 for Sergeant Corey Wilson for successful completion of an approved college/university course according to COAM article 39.1. Sergeant Corey Wilson has met all of the pre-requisite requirements for tuition reimbursement. All voting aye.

FIRE: REQUEST TO PURCHASE FIVE SETS OF STRUCTURAL FIREFIGHTING OUTER PROTECTIVE GEAR:

Motion of Brinker, supported by Allen, to waive the bid process and approve to purchase five (5) sets of structural firefighting outer protective gear from Apollo Fire Apparatus Repair, Inc. This vendor is only one of two within Michigan which provides this style of gear and are capable of producing the product with a much faster timeline. The request to purchase five sets of replacement structural firefighting outer protective gear is a total cost of \$11,030.00. Funds are available in Fire Department Operations budget, account number 206.336.742. All voting aye.

POLICE: ACCEPT WITH REGRETS THE RESIGNATION OF POLICE OFFICER O. ALI:

Motion of Brinker, supported by Eberth, to accept the notice of resignation with regrets of Officer Omar Ali, effective June 7, 2021. Officer Ali has decided to make a career change to pursue other career possibilities. All voting aye.

POLICE: APPROVE TO HIRE TWO POLICE OFFICER CANDIDATES, G. WATTERWORTH AND M. CACAJ TO FILL VACANCIES:

Motion of Eberth, supported by Brinker, to approve to hire Garrett Watterworth and Michael Cacaj for the position of full-time Police Officer. Both police officer candidates have passed background investigations as well as medical and psychological screenings. These positions will replace the remaining two vacancies from recent resignations of three police officers. Funds for this request are available in the 2021 approved budget. All voting aye.

POLICE: REQUEST TO PURCHASE TWO 2022 CHEVY EQUINOX DETECTIVE VEHICLES:

Motion of Eberth, supported by Allen, to waive the normal bid process and approve to purchase two (2) Chevrolet Equinox Detective Vehicles from Berger Chevrolet for \$21,757.00 each, at a total cost of \$43,514.00 for both vehicles. These vehicles will be purchased through the State of Michigan MiDeal program. Funds for the purchase of one of the vehicles are available in the approved 2021 budget, account number 251.301.981.000. The purchase of the other vehicle will be partially funded through insurance reimbursement and remaining funds from the police capital budget. All voting aye.

HUMAN RESOURCES: AUTHORIZATION TO HIRE ONE FULL-TIME CLERK TYPIST:

Motion of Berecz, supported by Eberth, to approve to hire M. Brooks for the position of full-time Clerk Typist in the Building Department at a rate of \$13.02 per hour plus benefits, effective June 9, 2021. This position will replace a vacancy created from an upcoming transfer of a Clerk Typist to the Assessing Department. Funds for this request are available in the 2021 approved budget. All voting aye.

HUMAN RESOURCES: ACCEPT EMPLOYEE RETIREMENT NOTICE- DAVID VANWALLAGHEN:

Motion of Eberth, supported by Berecz, to approve to accept the retirement notice with regrets of Fire Lieutenant/ Medic David VanWallaghen, effective June 15, 2021. His many years of service and dedication to the community is insurmountable. All voting aye.

CLERK:

BOARD INFORMATION:

Motion of Allen, supported by Eberth, to accept the Clerk's report which consists of disbursements, correspondence from Wayne County, and a transfer ownership 2020 SDD and SDM Licensed Business with Sunday Sales Permit (AM) and Sunday Sales permit (PM) from 11742-11748 Conner St, Detroit, to 23500 Carter Road. The correspondence from Wayne County is in regards to an application from the City of Riverview seeking inclusion of a proposed expansion of their landfill located at 20863 Grange Road into the Wayne County Solid Waste Management Plan (WCSWMP). The WCSWMP requires all potentially affected parties within half of a mile of the facility to be notified whenever an application for inclusion is submitted. The Wayne County Facility Inclusion Committee will meet to consider this application after a thirty (30) day public comment period has been completed which will conclude on July 2, 2021. The transfer ownership 2020 SDD and SDM Licensed Business with Sunday Sales Permit (AM) and Sunday Sales permit (PM) is from Kat Party Store, Inc. The transfer location is from 11742-11748 Conner St, Detroit, to 23500 Carter Road, Brownstown Township. All voting aye.

TREASURER:**DISBURSEMENTS: \$1,354,162.56**

Motion of Brinker, supported by Killian, to approve disbursements as follows: General Fund Disbursements in the amount of \$37,179.31; Fire Protection in the amount of \$11,265.10; Police Fund in the amount of \$16,666.45; Greenbelt – SAD in the amount of \$2,303.68; Capital Project in the amount of \$3,351.11; Downtown Development in the amount of \$3,665.11; Police Improvement in the amount of \$687.97; Fire Improvement in the amount of \$5,813.57; Debt Service in the amount of \$60,957.07; Sewer Fund in the amount of \$354,310.44; Water Fund in the amount of \$363,245.11; School & County in the amount of \$2,042.50; Payroll Fund in the amount of \$1,152.00; bringing the sub-total amount of disbursements to \$862,639.42. There were also three payroll transfers listed on the report: one transfer dated May 2021 in the amount of \$43,014.65 for Retirees Insurance, one transfer dated May 26th in the amount of \$49.20 for Third Party Sick Pay, one transfer dated May 26th in the amount of \$448,459.29 for Regular Payroll; bringing the total amount of disbursements to \$1,354,162.56. Roll call vote: Chapman, aye; Berez, aye; Killian, aye; Eberth, aye; Brinker, aye; Allen, aye; and Linko, aye. Motion carried.

COMMUNITY SERVICES:**APPROVAL OF SITE PLAN REVIEW FOR 94 UNIT MULTI-FAMILY RESIDENTIAL APARTMENTS ON PARCELS 70-014-99-0010-007 AND 70-014-99-0012-704:**

Motion of Chapman, supported by Allen, to approve the Site Plan Review for the 94 Unit Multi-Family Residential Apartments, known as Redwood Apartments, located on the west side of Telegraph Road, north of Sibley Road, parcels 70-014-99-0010-007 and 70-014-99-0012-704, per the recommendation of the Planning Commission. All voting aye.

RECREATION:**BOARD INFORMATION:**

Motion of Eberth, supported by Allen, to accept the Recreation report which consists of a community center update, 2021 summer programs, 2021 senior programs, and capital improvements/ projects. The update on Capital improvements/ projects is in regards to Midstates Recreation postponing construction at Fairway Villa Park until July due to a warehouse fire. Also, the tennis courts will also be repaired in July after lessons are complete. The slide at Prairie Creek Park is also going to be replaced soon. All voting aye.

PUBLIC WORKS: No report submitted.

Township Manager Peters provided a brief update about several projects that are currently in the works at the Township:

- The audit of the Township financials is almost complete. The Township is waiting to receive the draft reports, and once they are received they will be forwarded to the Board members. The draft reports will also be presented at a future Board meeting.
- The Parks & Recreation Department has had a busy month since the new Parks & Recreation Director Graves was hired. She has aided in having emergency tree removals of dead trees in Thorn Park, tackled an issue with the new softball fields and installing protective netting, kicked off the Splash Pad and scheduled maintenance, and helped to implement a new grounds maintenance contract.
- SEMCOG released a report regarding residential construction based on building permits issued for residential structures in 2020. In comparing the data from 2019 to 2020, Southeast Michigan was down 16% in new permits, but Brownstown Township was up 40% in new residential permits. Overall, Brownstown was rated the third highest in Wayne County for new residential permits, behind Detroit and Canton, both of which have substantially higher populations.

ADJOURNMENT:

Motion of Chapman, supported by Allen, to adjourn the regular Township board meeting at 7:35 p.m.
All voting aye.

Respectfully submitted,

A handwritten signature in black ink that reads "Maureen Brinker". The script is cursive and fluid, with the first name "Maureen" being more prominent than the last name "Brinker".

Maureen Brinker, Clerk
Charter Township of Brownstown
MB/anf