

**CARROLLTON TOWNSHIP BOARD  
REGULAR MEETING  
Monday, November 28, 2016**

<b><u>Roll Call:</u></b>	Supervisor Abney	Present
	Clerk Fritz	Present
	Treasurer Petrowski	Present
	Trustee Douglas	Present
	Trustee Westphal	Present

There being a full board, Supervisor Abney called the meeting to order at 5:30 p.m. Also in attendance: Director Craig Oatten and Office Manager Megan Weaver.

**Acceptance of Agenda:**

Oatten requested to add to New Business: #4 – Special check request for patrol vehicle. It was board consensus to approve the agenda as amended.

**Public Comments:**

Paulette Giltrop, 2930 Eddy, invited the board members, police department, fire department and all other Township employees to the next Neighborhood Watch meeting scheduled for Tuesday, December 13 at 6:00 p.m. at St. John Paul II Center on Carla Dr.

**Approval of Minutes:**

It was moved by Douglas and supported by Petrowski to approve minutes for: October 24, 2016 – regular and November 14, 2016 – departmental meetings. There being all ayes, the motion carried.

**Correspondence:**

It was moved by Fritz and supported by Petrowski to receive and file the correspondence as listed for November 2016. There being all ayes, the motion carried.

**Accounts Payable:**

It was moved by Petrowski and supported by Douglas to approve the November Accounts Payable for the amount of \$228,302.06. There being all ayes, the motion carried.

**Committee/Commission/Board Reports:**

Oatten reported that there are currently 16 firefighters on the roster. The Fire Department will be participating in the Shop with a Hero program at Meijer's on December 6.

The weed and grass complaints for the season totaled 446 notification letters sent with 118 cut by the Township DPW and 328 cut by the property owners.

**Pending Business:**

At the November 14 board meeting, the question was asked why Kochville Township was not obligated to pay a share of the Saginaw Area Storm Water Authority's annual operational costs. Oatten presented a map of the urbanized areas in Saginaw County according to the 2010 census which reflects that Kochville Township's municipal buildings are not within the urbanized area. Discussion followed. It was moved by Petrowski and supported by Westphal to adopt Resolution #2016-15 Approving Apportionment of Operational Costs and Accepting for File the Fiscal 2017 Budget of the Saginaw Area Storm Water Authority (copy attached).

Roll call:	Petrowski	Yes
	Westphal	Yes
	Douglas	Yes
	Fritz	Yes
	Abney	Yes

There being all ayes, the resolution was declared adopted.

Discussion was held on the State's requirement for Townships to have a Construction Board of Appeals. Oatten explained that members were not required to be residents of the Township; however, they must have a background in construction and a working knowledge of the building codes. The board must have a minimum of three members. Oatten had spoken with Bill Dalton and Tim Geese (current members) about serving another term and he would bring the name of one more potential member to the next board meeting for appointment.

Oatten informed the board that after two weeks of advertising for the vacant code enforcement officer position, he received resumes from two applicants who he felt were not qualified for the position. Abney stated that he would like to review all current Township staff and see if there is a possibility of having a current employee take on the code enforcement duties. Discussion followed.

**New Business:**

Discussion was held on the Planning Commission's recommendation to approve the conditional rezone for 805 Shattuck (previously a 7-11 store) submitted by Thomas Braley. There was a question posed on whether the proposed convenience store could apply for a liquor license. Oatten stated that the Township's attorney confirmed that there are no restrictions on licensing for that location if Mr. Braley wishes to apply.

It was moved by Douglas and supported by Abney to approve the conditional rezone for 11-12-4-05-1930-000 (805 Shattuck) from R-2 (Residential: Medium Density) to B-2 (Business: Neighborhood) with the following conditions: the property will be used as a convenience store with hours of operation set as 7:00 a.m. to 11:00 p.m. and the owner must erect a six (6) foot privacy fence along the back and side of the property separating the zones. Abney requested a roll call vote.

Roll call:	Westphal	Yes
	Douglas	Yes

Fritz	Yes
Abney	Yes
Petrowski	Yes

There being all ayes, the conditional rezone was approved.

The Planning Commission also recommended the board approve the site plan and special use permit for 3185 Carrollton Rd. submitted by Brian Donnenwerth, owner of Saginaw Valley Fence Co. Discussion followed. It was moved by Douglas and supported by Abney to approve the site plan for 11-12-4-05-0805-000 (3185 Carrollton Rd.) with the following conditions: erect a six (6) foot stockade fence or visual screen to block the view of the outside storage and obtain a storm water review of the property; and approve the special use permit for the same property with the following conditions: contractor with outside storage. Abney requested a roll call vote.

Roll call:	Douglas	Yes
	Fritz	Yes
	Abney	Yes
	Petrowski	Yes
	Westphal	Yes

There being all ayes, the site plan and special use permit were approved.

It was moved by Fritz and supported by Petrowski to reappoint to the Planning Commission: Trustee Douglas (board liaison) with term ending 11/20/20 and Neil Frank and Pablo Olvera with terms ending 12/31/19. There being all ayes, the motion carried.

It was moved by Petrowski and supported by Douglas to appoint Supervisor Abney to the Zoning Board of Appeals with a term ending 11/20/20. There being all ayes, the motion carried.

It was moved by Fritz and supported by Petrowski to appoint Trustee Westphal as board liaison to the Recreation Committee with a term ending 11/20/20. There being all ayes, the motion carried.

It was moved by Petrowski and supported by Fritz to approve a special check to Signature Ford for the 2017 Police Interceptor patrol vehicle in the amount of \$29,133. There being all ayes, the motion carried.

### **Public Comments:**

Paulette Giltrop, 2930 Eddy, asked several questions regarding board actions on the agenda items.

Rose King, 3427 N. Michigan, requested that the Township revise their ordinance reference garage sales to include a specific definition of a garage sale including how many items constitutes a sale and whose property may be sold at such sales.

Andrew Lamia, 2836 N. Michigan, made several comments reference various ordinances. He also stated that he felt it would be a conflict of interest to have an existing Township employee take on the role of code enforcement officer.

**Director Comments/Updates:**

Oatten reported that he had been contacted by the American Red Cross to see if Carrollton Township is interested in participating in a program to provide free smoke detectors to its residents. It was board consensus to participate.

Oatten presented the timeline for Fiscal Year 2017-2018 budget preparation. Discussion followed.

Oatten informed the board that Zoning Administrator Killingbeck had been attending meetings for the planning of the Iron Belle Trail route in Saginaw County. She asked if the Board would offer a letter of support so that the trail committee may plan a link in Carrollton to other trails throughout the County. Discussion followed. It was board consensus to send a letter of support.

**Board Comments:**

Trustee Douglas confirmed that the regular board meeting scheduled for December would be held on Tuesday, December 27 due to the office being closed for the Christmas holiday on Monday, December 26.

Discussion was held on the current fence ordinance. Planning Commission member Tim Gnatkowski stated that he was drafting a proposed amendment for their next meeting on December 19.

Trustee Westphal stated that she felt all sides need to be considered when issues come before the board. She planned on promoting community involvement and was looking forward to serving Carrollton.

Supervisor Abney stated that he had attended quite a few board meetings in a short amount of time before taking office including the last Neighborhood Watch meeting where residents voiced their opinion on feeling like the Township did not address their concerns. Under his leadership, he would like to focus on improving customer service to the residents of Carrollton Township.

**Adjournment:**

It was moved by Fritz and supported by Petrowski to adjourn. There being all ayes, the meeting adjourned at 7:20 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Paulette Giltrop	2930 Eddy
Robert Schliska	817 Oakview
Andy Lamia	2836 N. Michigan
Tim Gnatkowski	3546 Madison
Rose King	3427 N. Michigan
Heather Helm	3524 Monroe
Thomas Braley	1631 Brockway