

**CHARTER TOWNSHIP OF ORION BOARD OF TRUSTEES  
MINUTES, REGULAR MEETING, MONDAY, FEBRUARY 4, 2019**

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**1. CALL TO ORDER.** The Charter Township of Orion Board of Trustees held a regular meeting on Monday, February 4, 2019 at the Orion Township Hall, 2525 Joslyn Road, Lake Orion, Michigan. Supervisor Barnett called the meeting to order at 6:33 p.m.

**BOARD MEMBERS PRESENT:** Chris Barnett, Penny Shults, Donni Steele, Brian Birney, Julia Dalrymple, Mike Flood, John Steimel

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:**

Dan Dewey	Char Follis	Kyle Hagan	Art Schrah
Eric Florence	Lil Hutchison	Brian Hearn	Rosemary Bayer
Spencer Bussineau	Scott Rowe	Dave Hagan	Nancy Hagan
Gary Roberts	George Hanley	Mary Grace McCarter	
Kathy McMinn			

**2. CLOSED EXECUTIVE SESSION:** Discuss Attorney Opinion. Samantha Timko, Allison Tierney and Jeff Stout also attended the Closed Executive Session.

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The Board was in temporary recess from 6:35 p.m. – 7:40 p.m. for the Closed Executive Session.

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**3. INVOCATION AND PLEDGE**

Char Follis gave the Invocation, followed by the Pledge of Allegiance.

**4. RECOGNITION: Lieutenant Promotion Ceremony:** Supervisor Barnett and Chief Duke recognized the promotion of Firefighter Kyle Hagan and Firefighter Brian Reynolds to the rank of Lieutenant.

**5. APPROVAL OF BILLS.** Moved by Treasurer Steele, seconded by Trustee Birney to authorize payment of bills in the amount of \$246,577.16 and payrolls in the amount of \$136,748.45, for a total disbursement of funds in the amount of \$383,325.61, as presented.

AYES: Steimel, Barnett, Shults, Steele, Birney, Dalrymple, Flood

ABSENT: None      NAYS: None      MOTION CARRIED

**6. BRIEF PUBLIC COMMENT.** Public comment was not heard.

**7. APPROVAL OF AGENDA.** Clerk Shults noted a revised memo for 8.D. Award Fire Station 3 – Design Contract. Clerk Shults also noted that The Community Magazine Inter-Local Agreement was added to Consent, 8.L. Also, the First Reading for PC-2019-01, Parcel B-1 Rezone Request was removed from Pending at the applicants' request. Treasurer Steele asked that Items 8.H and 8. K and 8.L. get moved down to Pending. Moved by Clerk Shults, seconded by Treasurer Steele to approve the agenda, as amended.

MOTION CARRIED

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**8. CONSENT AGENDA**

- A. Minutes, Regular Meeting: Tuesday, January 22, 2019.** Approve, as presented.
- B. Accept Donation of Temporary Easement - Carry.** Receive and file the donation from Nathan Carry of a temporary grading easement located at 722 E. Clarkston Rd., Lake Orion, MI 48362.
- C. Accept Donation of Temporary Easement – Anderson.** Receive and file a donation from James and Alissa Anderson of a temporary grading easement located at 809 E. Clarkston Rd., Lake Orion, MI 48362.
- D. Award Fire Station 3 – Design Contract.** Approve the Proposal for Design Development Services for Fire Station #3 with AKA Architects, Inc., in the amount of \$79,240.00, and authorize the Supervisor to sign on behalf of the Township.
- E. Cancel April 1, 2019 Township Board of Trustees Meeting.** Cancel the April 1, 2019 Board of Trustees Meeting and direct the Township Clerk and Township Treasurer to process the payment of bills, and produce the full report to the Board of Trustees at the April 15, 2019 Board Meeting.
- F. Tuition Reimbursement Request – Connor Reiter.** Authorize Connor Reiter to take a course at Oakland Community College and approve reimbursement in an amount not to exceed \$652.00, contingent upon all requirements as listed in the Tuition Reimbursement Policy.
- G. Conscious Senior Living Properties, LLC, Easement & Interlocal Agreements.** Approve the Interlocal Agreement between Orion and Oxford Township regarding Water and Sewer Services, the Interlocal Agreement between Orion and Oxford Township regarding Permitting, Inspection, Enforcement and Fees, and Acceptance of the Grant of Permanent Easements for Water and Sanitary Sewer Facilities, and further authorize the Supervisor and Clerk to execute the same.
- H. Acceptance of Conveyance from Road Commission for Oakland County.** Pending and conditioned upon the Township receiving acceptable documentation from the Road Commission for Oakland County regarding the property’s environmental status; the motion is to accept the Board of County Road Commissioners of the County of Oakland’s conveyance of a Quit Claim Deed of property commonly known as 4016 S. Baldwin Road to the Charter Township of Orion, and authorize the Township Supervisor and Attorney to notify the Road Commission of acceptance of this conveyance for the payment of \$1.00.
- I. Oakland – Macomb Interceptor Drain Project.** Receive and file the Oakland – Macomb Interceptor Drain Drainage District Petitions for Maintenance, extension and improvement of drain.

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Moved by Trustee Flood, seconded by Trustee Birney to approve the Consent Agenda, as presented. AYES: Shults, Steele, Birney, Dalrymple, Flood, Steimel, Barnett  
ABSENT: None NAYS: None MOTION CARRIED

**8. PENDING BUSINESS**

**A. Job Description - Budget & Procurement Director.** Moved by Treasurer Steele, seconded by Trustee Birney to approve the job description, as amended and authorize posting/advertising of the Budget & Procurement position, a full-time position with a salary range of \$75,000-\$80,000 and is negotiable within this range based upon experience and skills of the candidate.  
AYES: Steele, Birney, Dalrymple, Flood, Steimel, Barnett, Shults  
ABSENT: None NAYS: None MOTION CARRIED

**B. Contract – Resource Recycling Advisor.** Moved by Treasurer Steele, seconded by Trustee Birney to approve the contract with Resource Recycling Systems in an amount not to exceed \$10,000 with the funds coming out of General Activities, and authorize the Supervisor to sign on behalf of the Township, subject to review by the Township Attorney.  
AYES: Birney, Dalrymple, Flood, Steimel, Barnett, Shults, Steele  
ABSENT: None NAYS: None MOTION CARRIED

**C. Resolution Regarding the Administration of Ordinance 154.** Moved by Trustee Flood, seconded by Trustee Birney to approve the Resolution Establishing Ordinance 154 Administrative Guidelines and Fees, as presented.  
AYES: Dalrymple, Flood, Steimel, Barnett, Shults, Steele, Birney  
ABSENT: None NAYS: None MOTION CARRIED

**D. Award Contract - Community Magazine.** Moved by Clerk Shults, seconded by Trustee Birney to approve the Supervisor to sign the contracts with Printwell Acquisitions, Inc., pending the Township Attorney preparing and executing a signed joint agreement between all entities.  
MOTION AMENDED

Moved by Clerk Shults, seconded by Trustee Birney to approve the Supervisor to sign the contracts with Printwell Acquisitions, Inc., pending the Township Attorney preparing and executing a signed joint agreement between all entities, with the funds coming from General Activities as the Outreach is currently being funded.

AYES: Shults, Steele, Birney, Dalrymple, Flood, Steimel, Barnett  
ABSENT: None NAYS: None MOTION CARRIED

**E. Community Magazine Interlocal Contract.** Moved by Clerk Shults, seconded by Trustee Birney approve the Supervisor to sign the Community Magazine Interlocal Contract, pending the Township Attorney preparing and executing a signed joint agreement between all entities, as presented.

AYES: Steele, Birney, Dalrymple, Flood, Steimel, Barnett, Shults  
ABSENT: None NAYS: None MOTION CARRIED

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**9. REPORTS**

**A. Police/Fire Reports.** Moved by Trustee Birney, seconded by Trustee Steimel to receive and file the Police and Fire Reports, as presented.

MOTION CARRIED

**B. Orion Township Public Library 2018-2020 Strategic Plan.** Moved by Trustee Flood, seconded by Treasurer Steele to receive and file the Orion Township Public Library 2018-2020 Strategic Plan, as presented.

MOTION CARRIED

**C. MMRMA – Risk Management/Financial Reports.** Moved by Trustee Steimel, seconded by Treasurer Steele to receive and file the Quarterly 2018 MMRMA Report, as presented.

MOTION CARRIED

**D. Revenue, Expenditure, and Balance Sheets.** Moved by Trustee Flood, seconded by Treasurer Steele to receive and file the Revenue Expenditure and Balance Sheet reports, as presented.

MOTION CARRIED

**10. PUBLIC COMMENT.** Public Comment was not heard.

**11. BOARD MEMBER COMMENTS.** Board member comments were heard.

**12. ADJOURNMENT.** Moved by Trustee Flood, seconded by Treasurer Steele to adjourn.

MOTION CARRIED           The meeting was adjourned at 9:02 p.m.

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Penny S. Shults, Clerk

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Chris Barnett, Supervisor  
Charter Township of Orion

Transcription: K. Comeau