

**CHARTER TOWNSHIP OF HARRISON  
REGULAR BOARD MEETING & PUBLIC HEARING  
FEBRUARY 26, 2007**

**PRESENT:**           Anthony G. Forlini, Supervisor  
                  Darrin S. York, Treasurer  
                  Sharon Eineman, Trustee  
                  Robert I. Garvin, Trustee  
                  Michael H. Rice, Trustee  
                  James A. Ulinski, Trustee

**EXCUSED:**           Jan P. Jorgensen, CMC, Clerk

**ALSO PRESENT:** Marge Lucido, Deputy Clerk  
                      Robert Huth Jr., Township Attorney  
                      John Gabor, Deputy Treasurer  
                      Vijay Parakh, Building Official  
                      Glenn Spencer, Finance Director  
                      Adam Wit, Deputy Supervisor

**BOARD FORUM**

Board Members addressed individual resident concerns.

The meeting opened at 7:30 p.m. with the Pledge of Allegiance.

**MOTION TO APPOINT AN ACTING CLERK FOR THE FEBRUARY 26, 2007  
REGULAR BOARD MEETING AND PUBLIC HEARING DUE TO MRS. JORGENSEN'S  
EXCUSED ABSENCE**

**Motion by Mr. York, seconded by Mr. Rice to appoint Mr. Ulinski as Acting Clerk for the  
Regular Board Meeting and Public Hearing of February 26, 2007. MOTION CARRIED.**

**Motion by Mr. Ulinski, seconded by Mr. Garvin to have the Deputy Clerk assume the  
responsibilities of the Acting Clerk and take the minutes for tonight's meeting.**

**Roll Call:     Ayes:           Ulinski, Garvin, Eineman, Rice, York, Forlini  
                  Nays:           None  
                  Excused:     Jorgensen  
                  **MOTION CARRIED.****

**APPROVAL OF CONSENT AGENDA:**

**Motion by Mr. York, seconded by Mr. Ulinski to approve the consent agenda and the Bills in  
the amount of \$655,440.98, with the removal of 2007 Budget Amendment for the Clerk's**

**Office and Reconsideration of the Addendum to the Original Bill for Jarvis Construction for the Completed Renovation of the Administration Building for discussion. MOTION CARRIED.**

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF 2/12/07 AND SPECIAL MEETING MINUTES OF 2/14/07**

**Motion by Mr. York, seconded by Mr. Ulinski to approve the Regular Board Meeting Minutes of 2/12/07 and Special Meeting Minutes of 02/14/07 as presented. MOTION CARRIED.**

**APPROVAL OF THE BILLS IN THE AMOUNT OF \$655,440.98**

**Motion by Mr. York, seconded by Mr. Ulinski to approve the Bills in the amount of \$655,440.98 as presented. MOTION CARRIED.**

**APPROVAL OF THE JANUARY 2007 REVENUE & EXPENDITURE REPORT**

**Motion by Mr. York, seconded by Mr. Ulinski to approve the January 2007 Revenue and Expenditure Report as presented. MOTION CARRIED.**

**APPROVAL FOR CLERK TO ENTER INTO THE MASTER MUNICIPAL CLERKS ACADEMY (MMCA) PROGRAM**

**Motion by Mr. York, seconded by Mr. Ulinski to approve for the Clerk to enter into the Master Municipal Clerks Academy (MMCA) Program and to attend the March 15, 2007 class, "Understanding and Observing the Legislative Process" at a cost to attend the class and overnight accommodations, not to exceed \$250.00. MOTION CARRIED.**

**APPROVAL OF THE REGULAR AGENDA**

**Motion by Mr. Garvin, seconded by Mr. Rice to approve the Regular Agenda with the following changes; to remove from the consent agenda and place in the Regular Agenda for discussion the following items: 2007 Budget Amendment for the Clerk's Office as item A.1, Reconsideration of the Addendum to the Original Bill for Jarvis Construction for the Completed Renovation of the Administration Building as A.2, and to move item C.1 Approval for Authorization to Enter Into an Agreement with the Michigan Department of State for Related Record Information as A.3. MOTION CARRIED.**

**SUPERVISOR/BOARD ANNOUNCEMENTS**

The Supervisor announced that our Community was approved for a grant in the amount of \$79,000 from Homeland Security, which will allow the Fire Department to put the 800 Mega Hertz Radio System in place. The Supervisor stated that Chief Seitz along with Sergeant Houde applied for the grant. The Treasurer also stated that Congress Woman Candice Miller had input to receive the

grant. It was also announced that the Fire Chief has put together a POD Plan in the event of an emergency to assist residents of the township and distribute antibiotics. The township has received an additional grant in the amount of \$5,700 for this plan. The Chief was the first person to put together an emergency plan in Macomb County. The Supervisor complimented Chief Seitz and Sergeant Houde on a job well done.

**Motion by Mr. York, seconded by Mrs. Eineman to receive and file the Supervisor and Board announcements. MOTION CARRIED.**

### **2007 BUDGET AMENDMENT FOR THE CLERK'S OFFICE**

A Board member questioned the budget amendment amount of \$1,000.00 for funding of overtime for the Deputy Clerk to attend the Board Meeting in the absence of the Clerk, and recommended to pay the Deputy Clerk for tonight's meeting only. The Board also discussed looking into getting a stenographer to do the minutes.

**Motion by Mr. Ulinski, seconded by Mr. York to amend the Clerk's Budget to pay the Deputy Clerk for overtime for tonight's meeting from Contingency fund line item 101-999.000-956.000 to line item 101-215.000.709.000 for overtime. MOTION CARRIED.**

**Motion by Mr. Ulinski, seconded by Mr. Rice to have the Clerk's Office review and look into hiring a stenographer/court reporter to take the meeting minutes and report back to the Board with the costs. MOTION CARRIED.**

### **RECONSIDERATION OF THE ADDENDUM TO THE ORIGINAL BILL FOR JARVIS CONSTRUCTION FOR THE COMPLETED RENOVATION OF THE ADMINISTRATION BUILDING**

A resident spoke to some of the costs on the invoice and questioned why the charges were so high. The Supervisor indicated that the previous invoice amount included charges for the HVAC costs for the Conference Room in the Engineering Building and that the invoice had been revised. Board members spoke to the invoice and agreed that a walk through with Jarvis Construction and the Supervisor's Office was needed and that the punch list be completed before the final bill is paid. Board members indicated that they would like to receive a copy of the final punch list to review.

**Motion by Mr. Rice, seconded Mr. Garvin to table the Jarvis invoice until the next Regular Board Meeting and that all of the items on the punch list have been completed before payment is to be made. MOTION CARRIED.**

### **BUILDING DEPARTMENT**

### **APPROVAL FOR AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE MICHIGAN DEPARTMENT OF STATE FOR RELATED RECORD INFORMATION**

The Building Official is requesting authorization to implement to enter into an agreement with the

Michigan Department of State that would enable the Building Department to obtain electronic access to driver, vehicle and related record information that is required when the Building Department Ordinance Officer files a complaint through the court system. Since the Township does not have a police department, this process would allow the Township the ability to access the needed information. It is requested that the Supervisor’s Office be the authorized individual to access the electronic files and receive the person information solely for the business of the Township, pursuant to the Memorandum of Understanding that the Township will be required to enter into. The Board shared their concerns with this program as presented and directed the Supervisor to contact the Macomb County Sheriff to see if they can perform the same service for the Township and at what cost. There was lengthy Board discussion with regards to who will be the authorized individual to access the electronic files. Board members suggested the Building Official or Ordinance Officer be that person. The Building Official did not want that added responsibility. Resident comments were heard.

**Motion by Mr. Garvin, seconded by Mr. Ulinski to direct the Supervisor’s Office to continue to research and contact the Macomb County Sheriff’s Department and bring back to the Board a comprehensive plan with the Sheriff’s Department or an in house program to follow the process that the Building Department Official has requested, with the MU/LIEN System, with the State of Michigan. MOTION CARRIED.**

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

**Motion by Mr. Garvin, seconded by Mr. York to open the Public Hearing for Community Development Block Grant Funding at 8:37p.m.**

**Roll Call:     Ayes:             Garvin, York, Eineman, Rice, Ulinski, Forlini  
                  Nays:             None  
                  Excused:        Jorgensen  
                  **MOTION CARRIED.****

1. Maggie Varney, from Wigs for Kids is a non profit 501 (c) (3) organization that reaches out to kids and young adults with hair loss. Their main focus is cancer patients and includes other young people with similar appearance related challenges. She stated that they are a fairly new organization and are located at 29314 Harper Avenue in St. Clair Shores. They help children in need and asked for a donation. She also announced if anyone interested in donating hair (10” or longer) please contact Maggie at (586) 772-6656 or visit their website @ [www.wigs4kids.org](http://www.wigs4kids.org).

2. Mike Carrier, from St. Hubert’s Church and St. Vincent DePaul, requested \$15,000 for funding with food, rent, Christmas baskets and Christmas gifts for children from the giving tree, and to help the low and moderate less fortunate families in Harrison Township. He stated that the only sources of income they receive are from St. Hubert’s Church and donations.

3. Mary Solomon, from Macomb County Community Service Agency (MCCSA), requested \$5,000 for funding for Senior Chore Services for snow removal and grass cutting. She also spoke to the Home Injury Control Program which is a free service for anyone over the age of 60 and

handicapped or frail. Seniors may qualify for such devices as bathtub grab bars, tub chairs and handrails. She also requested that this information be published in our Senior Newsletter. Mary responded to Trustee Eineman's question, that yes they do receive funding for the aging seniors from many sources.

4. Janet Miller, from Macomb County Rotating Emergency Shelter Team (MCREST), requested \$5,000 for services for low income people. They have 88 churches that support there program year round, and have sheltered many of our residents.

**Motion by Mr. Garvin, seconded by Mr. Rice to close the Public Hearing for Community Development Block Grant Funding at 8:55p.m.**

**Roll Call:     Ayes:             Garvin, Rice, Eineman, Ulinski, York, Forlini  
                  Nays:             None  
                  Excused:        Jorgensen  
                  MOTION CARRIED.**

**Motion by Mr. York , seconded by Mr. Garvin to allocate the following amounts from the \$103,000 Community Development Block Grant 2007 funding as follows: \$10,450 for the Harrison Township Senior Citizen Transportation Program, \$5,000 for Macomb County Community Service Agency (MCCSA) for Home Chore Services, \$20,600 for Planning for Future CDBG Projects, and \$66,950 of the remaining 2007 Community Block Grant funding to the Waterfront Park Picnic Shelter Project, which is estimated to cost \$94,200, and to re-allocate the remaining balances from projects; B2-08-2B in the amount of \$11,250 and B4-08-2B in the amount of \$16,000 for the Waterfront Park Picnic Shelter Project.**

**Roll Call:     Ayes:             York, Garvin, Eineman, Rice, Ulinski, Forlini  
                  Nays:             None  
                  Excused:        Jorgensen  
                  MOTION CARRIED.**

**ACCOUNTING**

**APPROVAL TO ENTER INTO AN AUDIT ENGAGEMENT WITH THE REHMANN GROUP IN THE AMOUNT OF \$37,920 FOR 2007 AUDIT SERVICES FOR THE TOWNSHIP'S 2006 FINANCEIAL REPORTS**

The engagement letter from the Rehmann Group to perform audit services for the year ending December 31, 2006 was presented to the Board for approval. The cost of the audit is \$37,920.00 which is a slight increase from last year, for the following audit services, audit of the Township's basic financial statements (\$33,320), audit of the Employee and Firefighter Pension Trust basic financial statements (each \$2,300). Board members shared their concerns on last years audit cost and stated that they felt that the Rehmann Group over billed based on their submitted bid for audit services. It was discussed that the cost could be justifiable because a 1<sup>st</sup> year audit will likely require more time than usual for the auditor to become familiar with the township's operations and

records. A resident shared their comment.

**Motion by Mr. York, seconded by Mr. Forlini to approve to enter into an audit engagement with the Rehmann Group not to exceed \$37,920.00 for the 2007 audit services of the Township 2006 financial reports and any fees for additional service are to come back before the Board for approval before rendered.**

**Roll Call:      Ayes:              York, Forlini  
                     Nays:                Eineman, Garvin, Rice, Ulinski  
                     Excused:          Jorgensen  
                     MOTION FAILS.**

The Board discussed placing the 2007 audit service out for bid on the Township website as well as to contact other communities in the area for a recommendation on their auditors. Even though the Board discussed going out for bids, it was stated that a notice for bids is not required for audit services, and will not be required, to be placed in the newspaper.

**Motion by Mr. Garvin, seconded by Mrs. Eineman for the 2007 audit services for the Township for year ended 12/31/06 to go out for bid and contact other communities in the area and place on the township website. MOTION CARRIED.**

### **APPOINTMENTS**

#### **REAPPOINTMENT OF ROGER PETRI-FIREFIGHTER REPRESENTATIVE TO CIVIL SERVICE COMMISSION**

The Harrison Township Professional Fire Fighters Union Local 1737 conducted their election and elected Roger Petri to serve, once again, as their Representative on the Civil Service Commission. Mr. Petri term is for six-years, to expire February 25, 2013. A Board member suggested that Mr. Petri return a completed appointment application to the Supervisor's Office, to be in compliance with our policy regarding making appointments.

**Motion by Mr. Ulinski, seconded by Mr. Rice to acknowledge Mr. Roger Petri to serve as the firefighter's Representative on the Civil Service Commission for a six-year term to expire February 25, 2013, pending a completed appointment application, be forwarded to the Supervisor's Office for the Board distribution and file and prior to being sworn in. MOTION CARRIED.**

### **SUPERVISOR'S OFFICE**

#### **DISCUSSION ON LEGAL REVIEW OF ORDINANCES**

The Supervisor recommends for Municipal Code to perform a legal review and update to State Law References to our current Code of Ordinance in the amount of \$4,300.00. The legal review would be on a chapter by chapter basis, and would review current ordinance to identify obsolete provision,

conflict and inconsistency in conjunction with current state statutes, as well as conflicts within the code itself. The legal review would provide recommendations in writing. The Board discussed the legal review and update to the State Law references, but decided to wait until the Master Plan is completed so the Board members and anyone on the Master Plan Committee can decide if any changes need to be made. Resident shared his comment.

**Motion by Mr. Rice, seconded by Mr. York to table until the Master Plan is completed and has been reviewed and to bring back recommendations to the Board at a future Board Meeting. MOTION CARRIED.**

**RECOMMENDED POLICY APPROVING DISBURSEMENTS PRIOR TO BEING PAID AND DUAL SIGNATURE PROCEDURE FOR CHECKING ACCOUNTS**

At the regular board meeting of 1/22/07 the Board directed that the three full time elected officials bring back a recommendation for a policy to establish internal control procedures making certain that all disbursements are approved by the Board prior to being paid and for a dual signature procedure for checking accounts. A cash disbursement policy was presented for consideration that includes that the Board will approve all disbursements prior to payment, with the exception of purchases previously approved by the Board, disbursement in compliance with a Board approved contract, regular routine payment such as utility bills, insurance payments, monthly lease payments, items purchased against an approved purchase order, and payroll. Also, bank checks shall require two signatures, one signature shall be the Township Clerk, or designee, and the other signature shall be of the Treasurer or designee. The Board discussed the policy as presented and some Board members questioned why there is a need for two signatures when the check registered is reviewed and signed off on.

**Motion by Mr. Garvin, seconded by Mr. Forlini to approve Cash Disbursement Policy 3.11 as amended by the Accounting Department to read as follows:**

**Policy 3.11 Cash Disbursement Policy**

**It is the Township's objective that sufficient internal control exists to ensure that cash is disbursed only upon proper authorization supported by the appropriate documentation, is for valid business purposes, and is properly recorded. And that all disbursements are made in compliance with current State and local statutes. The Township Board will approve all disbursements prior to payment. A check register proposing payment will be presented at each Board meeting for approval. Checks will be distributed subsequent to this approval. Exceptions to this policy include purchases previously approved by the Board, disbursements in compliance with a Board approved contract, regular routine payments (such as utility bills, insurance payments, monthly lease payments, and the like), items purchased against an approved purchase order, and payroll. Such payments will still be included on the next check register submitted to the Board. Bank checks will require two signatures, one signature will be of the Township Clerk or designee, the other signature will be of the Treasurer or designee. No blank checks may be signed in advance. The order of process: checks are generated in the Accounting Department, and will be delivered to the Treasurer's Office for signature, and**

**then the Treasurer's Office will forward the checks to the Clerk's Office for signature.  
MOTION CARRIED.**

### **PUBLIC COMMENTS**

Mr. Ulinski and Mr. Rice, removed themselves from the meeting.

1. Rich Rapp, resident, spoke to the current law suit that involves three board members and residents of Harrison Township and also asked how much money the Township Attorney representing the case for the three Board members has been paid. He also spoke to assessments being high and that homes are selling for less than their assessed value.

Mr. Ulinski and Mr. Rice, returned to the meeting.

2. Gordon Baglaj, resident, spoke to two year slow down in home sales and market values. He also presented to the Board a Resolution for "Lake Safe Fertilizers" from the Huron Pointe Homeowners Association, and that they intend to present the same to the County.
3. Sean King, resident and President of the Huron Pointe Homeowners Association referred to the resolution that the Association adopted, and encouraged the Board to act on a Fertilizer Ordinance.
4. Jim Senstock, resident spoke to the assessments being too high and that they have increased by 6.6% which is mandated by the state. He also feels government is out of control in this state. He is opposed to the potential property purchase and feels the property is too expensive to purchase and it would not just be for Harrison Township residents. He also asked how the Township would pay for the potential property purchase and that there should be a clause in the purchase agreement to put it up for a vote of the Harrison Township residents.

### **BOARD COMMENTS**

1. Jim Ulinski spoke to the layoffs at Chrysler Corporation and is concerned that too many people are losing their jobs. He was pleased that the Huron Pointe Homeowners Association has adopted a Resolution for "Lake Safe Fertilizers". He stated that the Township has a copy of West Bloomfield's Fertilizer Ordinance and asked if the Clerk's Office would distribute it to the Environmental Committee.
2. Sharon Eineman spoke to lake issues and that they have had problems for years and that one of the prior Environmental Committees dealt with the issues. She suggested to the previous resident to contact our State Representative in our area and have their Resolution go to the State. She also commented on the assessments going up, millage rates being too high, too much taxing, and unemployment in the state is terrible and many people are losing their homes.
3. Darrin York wants to set the record straight that Mr. Ulinski did not say "not to buy American" and finds this statement offensive. He responded to a prior resident comment with regards to the lawsuit. He stated that they filed a lawsuit and that they hired their own attorney to represent them. A counter suit was filed against the three Board members as Public Officials and as Board members they are given insurance coverage and that is the only reason the Attorney for the insurance carrier is representing

them.

4. Robert Garvin expressed his opinions regarding Nancy Pelosi’s travel arrangements, the Great Depression, the township purchasing property, employees and fire department pensions, Ford Motor Company retirement health care, and lack of County representation at our Board meetings and yet the opportunity for our County Commissioner to travel to Washington.
5. Mike Rice commented on the Governor’s taxing and spending policies, and the Fire Department pension’s. He also stated that he spoke to the County Road Commission and Bridgeview Bridge is not on the Counties priority list to be repaired. He would like to see the Bridge be completed to enhance that area and so more businesses will come to our township.
6. Tony Forlini congratulated Mr. King on his appointment of President for the Huron Pointe Homeowners Association. He also commented on the pollution in Lake St. Clair.

**CLOSED SESSION TO DISCUSSION TO CONSULT WITH TOWNSHIP ATTORNEY REGARDING PENDING LITIGATION IN THE MATTER OF HARRISON TOWNSHIP V. DONALD GOOLEY AND UPDATE ON A POTENTIAL PROPERTY PURCHASE**

**Motion by Mr. York, seconded by Mr. Garvin to enter into closed session for the purpose of discussing with Township Attorney regarding pending litigation in the matter of Charter Township of Harrison v. Donald D. Gooley and receive an update on a potential property purchase, at 10:40 p.m.**

**Roll Call:     Ayes:           York, Garvin, Eineman, Rice, Ulinski, Forlini  
                   Nays:           None  
                   Excused:     Jorgensen  
**MOTION CARRIED.****

**OPEN SESSION**

**Motion by Mr. Garvin, seconded by Mr. Ulinski to enter into Open Session at 11:33 p.m.**

**Roll Call:     Ayes:           Garvin, Ulinski, Eineman, Rice, York, Forlini  
                   Nays:           None  
                   Excused:     Jorgensen  
**MOTION CARRIED.****

**Motion by Mr. Garvin, seconded by Mr. York to deny the proposed settlement on the Donald Gooley Litigation. MOTION CARRIED.**

**Motion by Mr. Garvin, seconded by Mrs. Eineman to continue with negotiations for the purchase of property and enter into an agreement with a different Attorney. MOTION CARRIED.**

**ADJOURNMENT**

**Motion by Mr. York, seconded by Mr. Garvin to adjourn. Meeting adjourned at 11:34 p.m.  
MOTION CARRIED.**

**Prepared by,**

**Submitted by,**

**Marge Lucido, Deputy Clerk  
Charter Township of Harrison**

**Jan P. Jorgensen, CMC, Clerk  
Charter Township of Harrison**

**Approved by,**

**Anthony G. Forlini, Supervisor  
Charter Township of Harrison**