

TOWNSHIP OFFICES  
(248) 625-5111  
FAX: (248) 625-2585

PATRICK J. KITTLE  
Supervisor

BARBARA A. PALLOTTA  
Clerk

PAUL A. BROWN  
Treasurer

TOWNSHIP TRUSTEES  
JOSE ALIAGA  
DAVID LOHMEIER  
RONALD A. RITCHIE  
ANDREA K. SCHROEDER



CHARTER TOWNSHIP OF INDEPENDENCE  
6483 WALDON CENTER DRIVE CLARKSTON, MICHIGAN 48346  
www.indtwp.com

## BOARD OF TRUSTEES REGULAR MEETING AGENDA

**DATE AND TIME:** May 10, 2016 at 7:00 p.m.

**LOCATION:** Independence Township Hall  
6483 Waldon Center Drive, Clarkston, MI 48346

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES**

**C. ROLL CALL 00:00:45**

**D. APPROVAL OF AGENDA:** *Agenda additions or deletions require a majority vote of Board Members present.*  
00:01:00

**E. CLOSED SESSION: None**

**F. BOARD / PUBLIC ANNOUNCEMENTS:** *Board Members and/or individuals in the audience may make a statement containing information about a recent or upcoming event.* 00:01:15

**G. PUBLIC COMMENT:** *Individuals in the audience may address the Township Board limiting their comments to not more than five (5) minutes regarding items that do not appear on the agenda.* 00:02:55

**H. PUBLIC HEARING: None**

**I. PRESENTATIONS AND REPORTS: 00:03:05**

1. **Report:** Supervisor's Update (Patrick J. Kittle, Supervisor)
  - a. Contaminated Wells Issue - Maple Drive
2. **Report:** GIS Road Plan to the Future (Doreen Groth, GIS Specialist; Mark Brown, Lieutenant/GIS Specialist)
3. **Presentation:** 2016 IT Review and Recommendation Report (Barbara A. Pallotta, Clerk; David McKee, DPW Director) 00:03:50

**J. CARRYOVER / POSTPONED AGENDA ITEMS: None**

**K. CONSENT AGENDA: 00:41:00**

1. **Minutes:** Request to Approve the Board of Trustees Regular Meeting Minutes of April 19, 2016 (Barbara A. Pallotta, Clerk)
2. Request to Approve the Payroll of May 6, 2016 and the Check Run of May 3, 2016, for a Total Amount of \$1,106,314.11 (Barbara A. Pallotta, Clerk)

**NOTICE:** Persons with disabilities needing accommodations for effective participation in this meeting should contact the Township Clerk at (248) 625-5111 at least two working days in advance of the meeting. An attempt shall be made to provide reasonable accommodations.

3. Request to Adopt Proclamations Recognizing *2016 Clarkston Community Awards* Recipients (Barbara A. Pallotta, Clerk)
4. Request to Approve Memorandum of Understanding (MOU) - Independence Township and Friends of Ryan Kennedy (Lisa Christensen, Recreation Supervisor)
5. Request to Approve Budget Amendment - SAW Grant Activity (David McKee, DPW Director)
6. Request to Rescind Motion Adopting Travel and Mileage Procedure Policy (Barbara A. Pallotta, Clerk)

**L. ITEMS REMOVED FROM THE CONSENT AGENDA:**

**M. REGULAR BUSINESS: 00:42:05**

1. Request to Adopt Resolution Revising Cost Estimates – Avington Park Road Paving Project Special Assessment District (SAD) (Stacey Bassi, Director of Assessing)
2. Request to Adopt Resolution #4 – Avington Park Road Paving Project Special Assessment District (SAD) (Stacey Bassi, Director of Assessing)
3. Request to Award Bid and Approve Budget Amendment - Senior Center CDBG Accordion Door Project (Barbara Rollin, Senior Division Supervisor)
4. Request to Accept Proposal – Playground Equipment Installation at Clintonwood Park (Larry Hess, Park System Superintendent) **00:49:12**
5. Request to Amend Previously Adopted Motion #2014-03-049-3 - Establish 2015 Ready to Serve (RTS) Quarterly Rate (David McKee, DPW Director) **00:53:45**
6. Request to Accept Quote for Purchase of Used Vehicle and Authorize Disposal of Asset with Cost Basis Greater than \$5,000.00 - DPW (David McKee, DPW Director)
7. Request to Establish Information Technology Oversight Committee (ITOC) (Barbara A. Pallotta, Clerk)
8. Request to Accept Proposal - Development of Request for Qualifications (RFQ) for Document Management System and Scanning Services (Barbara A. Pallotta, Clerk; David McKee, DPW Director) **01:06:35**
9. Request to Amend Charter Township of Independence *Procurement, Petty Cash, and Credit Card Policy* (Barbara A. Pallotta, Clerk)
10. Request to Amend Employee Policy & Procedure Manual – Election to Independence Township or School District Elective Office (Barbara A. Pallotta, Clerk) **01:19:48**
11. Request to Amend Employee Policy & Procedure Manual – Employee Engagement in Political Activities During Working Hours (Barbara A. Pallotta, Clerk) **01:22:49**
12. Request to Dispose of Asset with Cost Basis Greater than \$5,000 – Assessing, PR&S, DPW Departments (Paul A. Brown, Treasurer) **01:24:32**
13. Request to Accept the 2015 Sashabaw Corridor Improvement Authority (CIA) Annual Report (Patrick J. Kittle, Supervisor) **01:27:00**
14. Request to Approve Interlocal Governmental Agreement and Budget Amendment - Design Engineering / N. Sashabaw Road Widening Project (Patrick J. Kittle, Supervisor) **01:31:30**
15. Request Approve *Letter of Interest* for Joint Road Project – Charter Township of Brandon (Patrick J. Kittle, Supervisor) **01:59:00**

**N. COMMUNICATIONS / FUTURE AGENDA ITEMS / REPORTS:**

1. **Minutes:** Corridor Improvement Authority (CIA) – Regular Meeting, November 5, 2015

**O. BOARD MEMBER COMMENTS 02:00:16**

**01:59:46**

**P. ADJOURNMENT**