



32325 Franklin Road, Franklin, Michigan 48025

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**VILLAGE OF FRANKLIN
REGULAR COUNCIL MEETING**

MONDAY, November 08, 2021, 7:00 P.M.

Village of Franklin Hall (Broughton House), 32325 Franklin Rd, Franklin, MI 48025

A G E N D A

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ADOPTION OF AGENDA**
- IV. MINUTES:**
 - A. Regular Meeting of October 11, 2021
- V. PUBLIC REQUESTS AND COMMENTS**
- VI. REPORTS OF VILLAGE OFFICERS AND AGENTS**
 - A. Police Report
 - B. Fire Report
 - C. Treasurer Report
- VII. SUBMISSION OF CURRENT BILLS**
- VIII. SPECIAL REPORTS**
 - A. President's Report
 - B. Council Report
 - C. Administrator Report
 - a. Staffing Recommendation
 - b. Sidewalk Discussion
 - D. Clerk Report
 - E. Main Street Franklin Report
 - a. Grant Information Presentation by John Bry, Oakland County Supervisor of Local Business Development
 - b. Main Street Agreement
 - F. Economic Development Report
 - a. Review of Business License Procedure
 - G. Planning Commission Report
- IX. UNFINISHED BUSINESS**
 - A. Hubbell, Roth & Clark Connectivity Pathways Presentation
 - B. Discussion Community Ice Rink Installation
- X. NEW BUSINESS**
 - A. Consider Proposal from Johnson Landscaping for Streetscape Landscaping Additions along Meadow Drive
 - B. Consider Village Emails for all Board Members and Commissioners
 - C. Consider Main Street Agreement
 - D. Consider Appointment to the Village Fire Board of Appeals
 - E. Consider the Scheduling of a Public Hearing for the Community Development Block Grant (CDBG Plan Year 2022)
 - F. Consider Village Meeting Schedule for Calendar Year 2022
 - G. Discussion on the Quality of Cellular Service in the Village
- XI. ADJOURNMENT**

Posted: November 05, 2021

Heather Mydloski / Village Clerk

POSTED IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)

The Village of Franklin will provide necessary, reasonable auxiliary aids and services to individuals with disabilities requiring such services. All requests must be made to the Village Clerk at least five (5) business days before a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the Village in writing at 32325 Franklin Road, Franklin, MI 48025 or by calling the Clerk's Office, at 248-626-9666.

**VILLAGE OF FRANKLIN
REGULAR COUNCIL MEETING
MONDAY, OCTOBER 11, 2021, 7:00 P.M.
32325 Franklin Road, Franklin, Michigan 48025**

**The Village Council did not assemble to meet at a physical place;
the meeting was held electronically via “Zoom.us©”, in accordance with the Michigan Open
Meetings Act, as amended by 2020 PA 228**

I. CALL TO ORDER

The meeting was called to order by President Bill Lamott, at 7:00 P.M. on Monday, October 11, 2021, via Zoom.us©.

II. ROLL CALL

Present: Mike Seltzer, Franklin, MI; Brian Gordon, Orchard Lake, MI;
Pam Hansen, Franklin, MI; Mark Hanke, Franklin, MI; Kathy Erlich, Franklin, MI; and
Bill Lamott, Franklin, MI.

Absent: Ed Saenz

Also Present: Lt. Mike Bastianelli, Police Department; Roger Fraser, Village Administrator, Peter
Gojcaj, Village Attorney; Meg Schubert, MSF/Economic Development Director, Lance
Vainik, Village Treasurer, Heather Mydloski, Village Clerk and Ed Zmich of Hubbell,
Roth, and Clark.

III. ADOPTION OF AGENDA

Gordon suggested the omission of section VIII. Special Reports, Item E., Historic District Study Report, as it was redundant.

**Motion by Seltzer, seconded by Hanke to adopt the Agenda as amended to omit section VIII.
Special Reports, Item E. Historic District Study Report.**

AYES: Hansen, Erlich, Hanke, Gordon, Seltzer and Lamott

NAYS: None

ABSENT: Saenz

Motion carried.

IV. MINUTES:

A. Regular Meeting of September 13, 2021

Gordon suggested amending page 11 to clarify the acronym STR. He suggested it read “Spoke in/not in favor of the Ordinance for Short Term Rentals” to avoid any confusion.

Motion by Seltzer, seconded by Hanke to adopt the Regular Meeting of September 13, 2021, as amended to include a definition of “STR” to be “Spoke in/not in favor of the Ordinance for Short Term Rentals.”

AYES: Hansen, Erlich, Hanke, Gordon, Seltzer and Lamott

NAYS: None

ABSENT: Saenz

Motion carried.

V. PUBLIC REQUESTS AND COMMENTS

Resolution to Adopt Rules for Electronic Meetings Rule 34, PUBLIC COMMENTS, During Village Council meetings conducted electronically, members of the public attending the meeting, once recognized by the chair, shall identify themselves for the record and indicate the municipality where they reside. Comments by the public will be limited to 2 minutes for each speaker unless the time is extended by the chair or by vote of the Council. Comments by the public during electronic meetings will be restricted to the public requests and comments portion of the meeting.

Mydloski called for a Point of Order as the Public Comments section was skipped. Lamott apologized that he had inadvertently skipped ahead of the Public Comments section.

Public Comments were opened by President, Bill Lamott at 7:15 PM.

Daniel Rosenberg - 25335 DENNISON

- Implored the Council to investigate cellular service in the Village. He has poor cellular service, and it is inhibiting his quality of life in the Village.
- Lamott stated that an upgrade occurred around ten (10) years ago. He agreed that the concern should be investigated with the cellular providers within the Village. Hanke Agreed.
- Responding to Seltzer he mentioned his neighbors had different carriers and were experiencing the same poor service.

Connie Ettinger - 25600 RIVER

- Echoed the investigation to improve cellular service.
- Implored the Council to consider a Code of Civility.

Jenna Liut - 26011 GERMAN MILL RD

- Requested an ordinance to ban leaf burning in the Village.
- Lamott informed her that she was welcome to follow up with any Council member to address her request.

Natalya Shub - 32334 FRANKLIN RD

- Echoed Liut’s comment to ban leaf burning. Shub offered her assistance to Liut as she is familiar with the ordinance process.
- Stated she and her husband will be presenting a formal statement for being targeted at a Village Meeting.

- Council reviewed Submitted Report.

VII. SUBMISSION OF CURRENT BILLS

Totals: 10-11-2021	
CATEGORY	SUB TOTALS
General	\$ 48,097.83
Major Streets	\$ 13.92
Local Streets	\$ 326.36
Police	\$ 27,538.68
Garbage and Rubbish	\$ 14,899.53
Building Dept.	\$ 312.87
Library	\$ -
Street Project	\$ -
Road Millage	\$ -
Pressure Sewer	\$ -
Tax Collection	\$ 1,774.94
Wastewater	\$ -
TOTALS	\$ 92,964.13

Motion by Seltzer, seconded by Hanke to approve the Bills List as presented.

AYES: Hansen, Erlich, Hanke, Gordon, Seltzer and Lamott

NAYS: None

ABSENT: Saenz

Motion carried.

VIII. SPECIAL REPORTS

A. President's Report

President Bill Lamott

- Meeting with Detroit Edison (DTE) to ascertain why Franklin loses electricity often was disappointing as nothing tangible was achieved.
- Hanke shared a power point presentation on ZOOM© of the DTE meeting.
- Tuesday, October 19th, 2021, at 3:00 PM there will be a dedication of the Historical Marker on the north side of the Broughton House.

B. Council Report

Trustee Pam Hansen

- A resident, John Simon, had raised two (2) concerns at the May Council meeting. Simon did not feel Hansen had addressed his concerns, and she wanted to address his concerns directly.
- The Charter Change for sidewalks, that enabled the Village to go to the Voters to get permission to finish the sidewalks between Scenic and Thirteen Mile Road. She

AYES: Hansen, Erlich, Hanke, Gordon, Seltzer and Lamott

NAYS: None

ABSENT: Saenz

Motion Carried.

F. Consider Bid Proposals

1. Grass Cutting and Landscape Services

Motion by Seltzer, seconded by Hanke to accept the Grass Cutting and Landscaping Services until the November 08, 2021, Village Council Meeting.

Discussion ensued on why there were no other bids and how the Village could generate more bids. It was determined best to table the Grass Cutting and Landscape Service Bids until the next Council meeting on November 08, 2021.

Motion by Seltzer, seconded by Hanke to postpone the Grass Cutting and Landscaping Services until the November 08, 2021, Village Council Meeting.

AYES: Hansen, Erlich, Hanke, Gordon, Seltzer and Lamott

NAYS: None

ABSENT: Saenz

Motion carried.

2. Public Works Services

Motion by Gordon, seconded by Seltzer to approve Johnson Landscaping for the Public Work Services as presented.

AYES: Hansen, Erlich, Hanke, Gordon, Seltzer and Lamott

NAYS: None

ABSENT: Saenz

Motion carried.

3. Tree Removal, Tree Trimming, Stump Removal and Fertilization of Village Owned Existing Trees and Newly Planted Trees

Hansen expressed her concern with Owen Tree Services being a large company and as such, perhaps not able to provide the level of service Franklin requires.

Discussion ensued. It was determined that Owen was the only bid of the two received that provided emergency tree service and that was a tremendous benefit to the Village.

XV. ADJOURNMENT

Motion by Gordon, seconded by Seltzer to adjourn.

AYES: Hansen, Erlich, Hanke, Gordon, Seltzer and Lamott

NAYS: None

ABSENT: Saenz

Motion carried.

There being no further business, the meeting was adjourned at 10:18 PM.

William Lamott
President, Village Council

Heather Mydloski
Village Clerk

Total for fund 101 GENERAL	69,322.20
Total for fund 202 MAJOR STREETS	9,873.43
Total for fund 203 LOCAL STREETS	750.00
Total for fund 207 POLICE	37,697.43
Total for fund 226 GARBAGE & RUBBISH	390.00
Total for fund 249 BUILDING DEPARTMENT	18,259.81
Total for fund 402 STREET PROJECT	267,278.38
TOTAL - ALL FUNDS	403,571.25



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VILLAGE OF FRANKLIN BUSINESS LICENSE OVERVIEW

The Business License Regulation Pursuant to Chapter 810, Licenses in General, of the Code of Ordinances of the Village of Franklin

- No person shall conduct, operate, or carry any trade, business, or profession within the Village of Franklin without first obtaining a license therefore from the Village. Such licenses are for a one-year term and must be obtained or renewed annually.
- The license year shall begin December 1st and shall terminate at 11:59 p.m. on November 30th of the following year, provided, however, where licenses are issued after December 1, the license period shall begin from the date of issuance and shall terminate 11:59 p.m. on the following November 30th. The license fee shall be set by Village Council resolution.
- Upon receiving an application for a license or license renewal, the Village shall conduct any necessary inspection(s) of the premises to verify code and ordinance compliance and to ascertain whether the premises are in a safe, structurally sound, sanitary, and occupiable condition
- The annual fee for business licenses in the Village of Franklin is set at \$100.00 and a \$50.00 penalty for failure to renew with a 30-day grace period for all business licenses effective on and after December 1, 2021.

Administration of Business License

The administration process for business licenses has been modified this year. The Village recently implemented a certificate management software offered by BS&A to help issue and monitor all business licenses. This program allows for the Village to streamline the renewal process as well as schedule and track inspections.

BID PROCESS

The Village submitted all four (4) bids: Grass Cutting, Public Works, Tree Service and Snow Removal through Michigan Bidnet Direct: <https://www.bidnetdirect.com>

- There were 207 RFPs sent out for Snow, of which 17 were opened, of which 1 was bid.
- There were 199 RFPs sent out for Grass, of which 17 were opened, of which 1 was bid.

The RFPs are sent out through Bidnet to any registered vendor that matches the criteria set within it. The RFPs were also posted on the Village Website.

EMAIL COST FOR BOARDS/COMMISSIONS

The cost of adding emails for all Board Members/Commissioners.

- The cost is an additional \$50.00 a month.
- If our IT provider is needed to assist any Board Member with their email set up (beyond the creation of their emails,) the cost is, a minimum of, \$100.00 per hour.

MAIN STREET FRANKLIN AND VILLAGE OF FRANKLIN

2021-2022 AGREEMENT LETTER

This agreement is entered into and executed by Main Street Franklin (“MSF”) and the Village of Franklin (“Village”). Main Street Franklin’s Mission is to create a positive image for the Franklin Village by promoting it as an exciting place to live, shop and invest. MSF is intended to encourage a shopper friendly business mix as well as an attractive commercial area of well-maintained buildings, welcome streetscapes, and natural beauty, while preserving and promoting the historic character of the Village. Main Street Franklin is also committed to maintaining a positive working relationship with the Village as well as with the merchants, representing their views in economic development plans.

Section 1: Main Street Franklin’s Commitments:

Organization

- Provide monthly updates to Village Council on work plans, challenges and opportunities concerning the Village Downtown.
- Provide regular updates/information to the public on the mission and work of MSF via speaking engagements, social media, and other outlets.
- Implement a fund-raising plan with the intention to match or exceed the Village Council’s \$20,000 contribution.
- Create and execute a volunteer development plan.
- Meet with Village leadership quarterly, to discuss strategies or needs concerning the Village downtown.
- Renew accreditation with Main Street Oakland County (MSOC) adhering to Main Street Community Accreditation Standards in alignment with the National Main Street America Program.
- Maintain annual work plans that are consistent with Main Street Oakland County (MSOC) and provide required reports on time and/or when requested.
- Strive to maintain a strong, committed board that will carry out the MSF mission and commitment to the Village.
- The Main Street Board of Directors commits to developing and providing an organizational budget which will be presented initially to Village Council with quarterly updates.

Economic Vitality

- Maintain an inventory of all available properties in the Village downtown. Collaborate with the Village office to maintain data in useable form.
- Conduct two workshops in conjunction with MSOC structured to provide education and resources to local entrepreneurs aiming to strengthen business capacity and improve resilience.
- With Village representatives, develop a business retention and recruitment package for Village downtown.
- Conduct an updated market analysis of the Village to have a better understanding of potential business opportunities for the downtown.

Appearance and Presentation

- Develop ongoing downtown improvement project investing in the appearance of street fronts.
- Assist the Village and MSF in identifying grant opportunities for public improvements and design related matters for the downtown.
- Continue to communicate availability of design and architectural services provided by Main Street Oakland County and assist the stakeholders wishing to access them.

Section 2: Village Commitments

- Fund and provide support for the position of MSF Executive Director/ Village of Franklin Economic Development Director including salary and fringe benefits.
- Provide office space for Main Street Executive Director/ Economic Development Director within Village office and use of various office equipment including phone, copiers, and laptop.
- Provide access to office utilities including phone and internet.
- Provide services to support events organized by MSF on public property or in the Village Downtown (such as permits), maintaining website links and publications.
- Share information which enables MSF to effectively carry out its purpose. Such information may include downtown development plans and strategies, details of planning and zoning issues, and infrastructure efforts.
- Appoint 2 Council Liaison's to sit as voting members on the MSF board of directors. The Council Liaisons will act as resources, communication channels and advocates and will advise MSF Executive Director in moving agenda items through Council.
- Support as appropriate the implementation and facilitation of Main Street Programs and special events.

The term of this agreement is FY 2021-2022 beginning July 1st, 2021, ending June 30th, 2022. It may be extended or revised by written amendment signed by both parties.

This agreement will be binding upon and will inure to the benefit of both parties and their successors.

In witness whereof, the parties have executed this agreement through the signatures of authorized representatives.

William Lamott, Village President
Village of Franklin

Meg Schubert, Executive Director
Main Street Franklin

