

**CARROLLTON TOWNSHIP BOARD  
DEPARTMENTAL MEETING  
Monday, February 13, 2006**

<b><u>Roll Call:</u></b>	Supervisor Kozara	Present
	Clerk Finazzi	Present
	Treasurer Riley	Present
	Trustee Stork	Present
	Trustee Dalton	Present

There being a full board, Supervisor Kozara called the meeting to order at 5:30 p.m. Also in attendance: Police Chief Craig Oatten, Fire Chief Tom Czerniak, DPW Superintendent Mark Pilkington, Office Manager Irene Yeska and Assistant Office Manager Megan King.

**Acceptance of Agenda:**

It was board consensus to accept the agenda as presented.

**Public Comments:** None.

**Pending Business:**

Chief Oatten gave an update on the Mershon School demolition. When the survey report is in, specification preparation will proceed.

It was moved by Kozara and supported by Stork to adopt Resolution #2006-04 for Support of Video Competition Everywhere (copy attached).

Roll call:	Riley	Yes
	Dalton	No
	Stork	Yes
	Finazzi	Yes
	Kozara	Yes

There being 4 ayes and 1 nay, the motion carried.

It was board consensus to put the demolition and building permit fee schedule on the February 27 agenda.

It was moved by Kozara and supported by Finazzi to reappoint Bernie Payne to the Zoning Board of Appeals with a term expiring 11/30/08. There being all ayes, the motion carried.

Kozara stated that after reviewing the applications for the vacant Planning Commission position, he recommended Jerry Fritz. Discussion followed. It was moved by Kozara and supported by Finazzi to appoint Jerry Fritz to the Planning Commission with a term expiring 12/31/07. Kozara requested a roll call vote.

Roll call:	Dalton	No
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Stork	No
Finazzi	Yes
Kozara	Yes
Riley	Yes

There being 3 ayes and 2 nays, the motion carried.

**New Business:**

It was moved by Stork and supported by Kozara to adopt Resolution #2006-05 for adoption of the *Township Investment and Depository Designation Policy* (copy attached) contingent to a review by the auditor and attorney and with typo corrections.

Roll call:	Dalton	Yes
	Stork	Yes
	Finazzi	Yes
	Kozara	Yes
	Riley	Yes

There being all ayes, the motion carried.

Finazzi read the Personnel Committee's recommendations for the Recreation Committee:

1. Require all recreation program workers to sign a statement of understanding that they are required to record their own time in/out, and to sign their own name to the sport event time sheet.
2. A recommended statement of understanding is attached for board consideration, along with the township's adopted *Employment Rules and Regulations Policy*, which is recommended to be attached to the form to be signed.
3. Since the Clerk is the keeper of township records, a member of his office staff will sign acceptance of the worker's signed statement of understanding. The form will be kept with the payroll records for comparison of signatures during payroll processing.
4. The Township Board should approve a memo of explanation and board expectation to Maria reference compliance with township policy. (A copy of a memo with recommended language is attached.)
5. As the board's liaison to the Recreation Committee, Trustee Jim Stork should meet with Maria reference the above items.

Stork stated that he did not feel that it was necessary to meet with Sandefur as Finazzi had read the recommendations and Sandefur was in attendance. It was board consensus to eliminate recommendation #5.

It was moved by Kozara and supported by Dalton to adopt the Recording In/Out Time and Signature on Sports Event Time Sheets form (copy attached). There being all ayes the motion carried.

It was board consensus to have the Recreation Committee create a three-tiered fee schedule for all sports programs for board approval.

It was moved by Kozara and supported by Stork to allow the Recreation Committee to purchase a basketball scoreboard, including a carrying case and shipping for an amount up to \$700.00 contingent to a budget amendment. There being all ayes, the motion carried.

It was moved by Dalton and supported by Finazzi to write off the uncollectible Recreation fundraiser invoices in the amount of \$413.00. There being all ayes, the motion carried.

Discussion was held on the disposal of excess supplies and inventory. The option of putting the items on eBay was discussed. Clint Foster, 939 Palmetto, advised that the board consider putting the items on postaroo.com because, unlike eBay, a registration fee is not required. Mr. Foster also advised that larger items, like the IBM 4247 printer, not be put online because the shipping costs would be more than the item was worth. Discussion followed. It was board consensus to try and sell the excess supplies and inventory to local schools and businesses and to also list on postaroo.com.

It was board consensus to allow Clint Foster, 939 Palmetto to speak. He informed the board that his tenant had left without paying the final water bill and he was extremely frustrated that his request of a phone call when his tenant's utility bill exceeded \$100.00 (deposit amount) was not honored. Discussion followed. Mr. Foster was advised that with 2,500 utility accounts, monitoring of individual accounts is not done. Rather, it is the responsibility of the property owners to monitor their accounts by calling into the office in regard to balances being paid. He was advised that because his curb box is located within his locked fence, access for shut-off is not possible. Kozara stated that the township would be checking with the township attorney on the matter.

Kozara called for a recess at 8:00 p.m. The meeting reconvened at 8:07.

Oatten asked that the quote for the countertop and wall cabinet be put on hold until more bids could be obtained.

Czerniak presented three bids for a new furnace for the fire station. It was board consensus to have Dalton review the fire station and work with the Clerk's office to write the specifications for the bid.

It was board consensus to take a survey of the township employees to see who would be interested in taking a CPR class.

It was moved by Dalton and supported by Riley to renew the Township Zoning Administrator Services Agreement with Wilcox Professional Services, LLC for a period of two years (copy attached). There being all ayes, the motion carried.

Oatten asked that the out-of-state trip for the School Resource Officer be put on the February 27 agenda.

It was moved by Stork and supported by Riley to approve the new electrical application format and fee schedule (copy attached). There being all ayes, the motion carried.

It was moved by Dalton and supported by Riley to accept the Saginaw Regional Consumer Confidence Report Participation Agreement (copy attached) and to reimburse the City of Saginaw for the final costs estimated at \$1,200.00. There being all ayes, the motion carried. It was board consensus to have Mark Pilkington sign the agreement.

Assessor David Cook addressed the board on defining multi-family units for trash pickup and water and sewer ready to serve charges. He requested that a policy be written. Discussion followed. It was board consensus to have King contact Saginaw Township to get sample language for a policy to bring to the February 27 meeting.

It was board consensus to call a special meeting for a budget work session on March 15, 2006 at 5:30 p.m., and, to set the following public hearing dates:

- Public Hearing for special assessment district 2006 levies for Police Protection, Fire Protection and Trash Collection on Monday, March 20, 2005 at 5:30 p.m.
- Public Hearing for proposed Fiscal Year 2006-2007 township budgets on Monday, March 20, 2005 at 6:00 p.m.

**Public Comments:** None.

**Board Comments:**

Kozara asked Pilkington how the water and sewer inventory process was coming along. Pilkington stated that the pump stations were finished and now he is working on the DPW garage inventory.

**Adjournment:**

It was moved by Dalton and supported by Finazzi to adjourn. There being all ayes, the meeting adjourned at 9:32 p.m.

Respectfully submitted,

Joseph Finazzi, Clerk

Public in attendance:

Richard Dudek	3355 Elm
Maria Sandefur	3296 Winter
Cameron Brady	4945 Cherokee
Clint Foster	939 Palmetto
Robert Gubody	3562 N Monroe St
Nathan Banks	3577 Jefferson
Jerry Fritz	3363 Terry