

**CARROLLTON TOWNSHIP BOARD
REGULAR MEETING
Monday, July 24, 2006**

<u>Roll Call:</u>	Supervisor Kozara	Present
	Clerk Finazzi	Present
	Treasurer Riley	Present
	Trustee Stork	Absent (excused)
	Trustee Dalton	Present

There being a quorum, Supervisor Kozara called the meeting to order at 6:02 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:

Kozara stated that he was still waiting for additional documents from the attorney. He requested that the executive session be removed from the agenda. It was board consensus to accept the agenda as amended.

Public Comments:

Raymond Jones, 3675 Jackson, asked questions about the “No Boundaries Public Safety Proposal” that would be on the August 8 ballot. Oatten explained that if the proposal was passed, it would add two officers to the Carrollton Township Police Department and add extra funding for the Fire Department. The current .34 mills for the Sheriff Department’s road patrol would be removed and the 1.6 mills would be added to each resident’s tax bill. The proposed millage would not replace the 7.471 mills that are specifically for the Carrollton Township police force.

Frank Rivette, 534 Nylon, questioned why the 5th and 6th grade football sign-up was cancelled. King explained that the township’s liability carrier had advised that the current procedure for the football program did not have proper liability coverage because the teams played for the Valley Football League (a separate entity). King would contact Ms. Evans to see if any options were available for the upcoming football season. Mr. Rivette also asked what the procedure would be for the Recreation Chairperson to get a regular salary. Kozara stated that the Recreation Committee would have to bring a request to the board for approval.

Approval of Minutes:

It was moved by Finazzi and supported by Riley to approve minutes for: June 26, 2006 – regular meeting, July 10, 2006 – departmental meeting and July 17, 2006 special meeting as presented. There being all ayes, the motion carried.

Correspondence:

It was moved by Dalton and supported by Riley to receive and file the correspondence as listed for July 2006. There being all ayes, the motion carried.

Committee/Commission/Board Reports:

Kozara stated that he had talked to Assessor David Cook about appointing an alternate member to the Board of Review. It was board consensus to advertise on the website and outdoor signs for Board of Review applicants.

It was moved by Dalton and supported by Riley to appoint Craig Oatten to the dual role of Township Director/Police Chief with the Township Director position being part time and to approve the Township Director job description and the updated Police Chief job description (copies attached).

Roll call:	Riley	Yes
	Dalton	Yes
	Finazzi	Yes
	Kozara	Yes

There being all ayes, the motion carried.

It was moved by Kozara and supported by Finazzi to allow Oatten to promote a police officer to Road Sergeant; approve the Road Sergeant job description (copy attached); direct all department heads to report to the Township Director/Police Chief and have delegated responsibilities for the management of their respective departments; and approve the amended "General Summary" sections in the job descriptions for Office Manager, DPW Superintendent, Fire Chief and Recreation Committee Chairperson (copies attached).

Roll call:	Dalton	Yes
	Finazzi	Yes
	Kozara	Yes
	Riley	Yes

There being all ayes, the motion carried.

Oatten stated that he planned to test and fill the Road Sergeant position as soon as possible.

It was moved by Dalton and supported by Finazzi to approve the restructured Police Department Administrative Aide job description (copy attached).

Roll call:	Finazzi	Yes
	Kozara	Yes

Riley	Yes
Dalton	Yes

There being all ayes, the motion carried.

It was board consensus to have Oatten conduct a 6-month job evaluation with Pilkington.

It was board consensus to keep the water meter reading system manual.

It was board consensus to not outsource any public work activities.

It was moved by Kozara and supported by Finazzi to approve the amended Carrollton Township Organizational Chart (copy attached).

Roll call:	Kozara	Yes
	Riley	Yes
	Dalton	Yes
	Finazzi	Yes

There being all ayes, the motion carried.

Departmental Reports/Requests:

It was board consensus to allow Oatten to hire a part-time police officer.

It was moved by Finazzi and supported by Riley to approve a manual check payment to the State of Michigan for \$1.00 to purchase the property at 410 Stoker (Mershon School). There being all ayes, the motion carried.

The board commended Oatten on his progress with the Mershon School building demolition and also for being elected to the Saginaw County Police Chief's Association Governing Board.

Oatten reminded the board that the Carrollton Fun Days would be held July 28-30.

It was moved by Dalton and supported by Riley to approve the payment to Graff Truck Center for the repairs to the ten yard dump truck in the amount of \$1,030.14. There being all ayes, the motion carried.

It was moved by Kozara and supported by Finazzi to appoint King as the Officer Delegate to attend the MERS annual conference September 19-21. There being all ayes, the motion carried.

Pending Business:

It was moved by Dalton and supported by Finazzi to reject the bid from Hamilton Electric for the township office generator in the amount of \$59,361.00. There being all ayes, the motion carried.

It was board consensus to put the status of the ceiling tile and light fixture replacement on the August 14 agenda.

It was moved by Riley and supported by Finazzi to accept the Letter of Understanding with the Teamsters Local Union No. 486 (copy attached). There being all ayes, the motion carried.

It was moved by Kozara and supported by Finazzi to adopt Ordinance #2006-03S to amend Chapter 58, Utilities, Article III, Sewer and Ordinance #2006-04W to amend Chapter 58, Utilities, Article II, Water (copies attached).

Roll call:	Riley	Yes
	Dalton	Yes
	Finazzi	Yes
	Kozara	Yes

There being all ayes, the motion carried.

New Business:

It was moved by Dalton and supported by Riley to award the bid for the 2006 Watermain Improvements to Geiersbach Construction in the amount of \$339,888.10. There being all ayes, the motion carried.

It was moved by Kozara and supported by Dalton to authorize Finazzi to sign the bid documents for the 2006 Watermain Improvements. There being all ayes, the motion carried.

It was moved by Kozara and supported by Dalton to hire John Hafner as a temporary building inspector with a salary of \$200.00 weekly. There being all ayes, the motion carried.

It was moved by Finazzi and supported by Riley to accept the employment agreement (copy attached) with Craig Oatten with the following compensation:

April 1, 2005 to March 31, 2006	\$55,105.00
April 1, 2006 to March 31, 2007	\$56,758.00
April 1, 2007 to March 31, 2008	\$58,461.00

Roll call:	Dalton	Yes
	Finazzi	Yes
	Kozara	Yes
	Riley	Yes

There being all ayes, the motion carried.

It was moved by Dalton and supported by Finazzi to accept the employment agreement (copy attached) with Irene Yeska with the following compensation:

April 1, 2005 to March 31, 2006	\$53,500.00
April 1, 2006 to October 31, 2006	\$32,306.00;

and a lump sum payment of \$12,725.00 paid over a period of six months following her retirement date of October 31, 2006.

Roll call:	Finazzi	Yes
	Kozara	Yes
	Riley	Yes
	Dalton	Yes

There being all ayes, the motion carried.

Public Comments:

Jerry Fritz, 3363 Terry, commended the board on appointing a township director. Mr. Fritz asked if Pilkington would check on the section of Terry St. that had caved in. Response: Yes.

Rose King, 3427 N. Michigan, questioned whose responsibility it was to trim the brush growing through the fences in the township parks. Pilkington responded that the DPW could trim along the fence only.

Board Comments:

It was board consensus to have King prepare a budget amendment to reallocate monies from the township office generator expense line item to designated reserves for the township parks.

Discussion was held on a code enforcement issue that Rose King had reported. Czerniak stated that he would look into it.

Adjournment:

It was moved by Finazzi and supported by Dalton to adjourn. There being all ayes, the meeting adjourned at 9:39 p.m.

Respectfully submitted,

Joseph Finazzi, Clerk

Public in attendance:

Frank Rivette	534 Nylon
Robert Gubody	3562 N. Monroe St.
Raymond Jones	3675 Jackson
Rose King	3427 N. Michigan
Jerry Fritz	3363 Terry