

**CARROLLTON TOWNSHIP BOARD  
DEPARTMENTAL MEETING  
Monday, May 13, 2019**

<b><u>Roll Call:</u></b>	Supervisor Abney	Absent - excused
	Clerk Fritz	Present
	Treasurer Thurston	Absent - excused
	Trustee Douglas	Present
	Trustee Westphal	Present

There being a quorum, Clerk Fritz called the meeting to order at 5:30 p.m. Also in attendance: Director Craig Oatten and Office Manager Megan Weaver.

It was moved by Douglas and supported by Westphal to have Clerk Fritz chair the meeting in absence of Supervisor Abney. There being all ayes, the motion carried.

**Acceptance of Agenda:**

It was moved by Douglas and supported by Westphal to accept the agenda as presented. There being all ayes, the motion carried.

**Public Comments:** None.

**Pending Business:**

Oatten updated the board on his meeting with the new engineer at Saginaw County Road Commission, Marissa Irish, reference the proposed parking ordinance for Baylor Ct. and Skyhaven Subdivision. She informed Oatten that a traffic study must be done by the Michigan State Police in order to proceed with the proposed “no parking” restriction on one side of the streets. Discussion followed. Douglas commented that if the board adopted the ordinance that evening, everything would be in place so that when the traffic study is completed, the ordinance will already be in effect.

It was moved by Douglas and supported by Fritz to adopt Ordinance No. 2019-02 amending Chapter 54, Traffic and Vehicles, Article III. Parking, Secs. 54-24 thru 54-30 and renumbering the article pertaining to Bicycles to Article IV. (copy attached).

Roll call:	Douglas	Yes
	Westphal	Yes
	Fritz	Yes

There being 3 ayes and 2 absences, the ordinance amendment was adopted.

**New Business:**

It was moved by Fritz and supported by Westphal to approve Resolution #2019-09 entering into contract with Consumers Energy Company for furnishing lighting service within Carrollton Township for a period of two years (copy attached).

Roll call: Douglas Yes  
Westphal Yes  
Fritz Yes

There being 3 ayes and 2 absences, the resolution was adopted.

It was moved by Douglas and supported by Westphal to approve Resolution #2019-10 to make changes in the lighting systems covered by the existing Standard Lighting Contract between Consumers Energy Company and Carrollton Township (copy attached).

Roll call: Westphal Yes  
Fritz Yes  
Abney Yes

There being 3 ayes and 2 absences, the resolution was adopted.

Oatten presented the current Weeds and Grass ordinance as well as the section of the International Property Maintenance Code that addresses the same. Oatten had sent the same information to the Township's attorney and he was waiting for a response to the question that the board proposed about issuing municipal civil infraction tickets to property owners that violate the ordinance. It was board consensus to table the matter until the May 28 meeting.

Oatten presented an ordinance amendment for the inspections of non-owner occupied housing units due to the change in State Law. Discussion followed. It was board consensus to table the matter until the May 28 meeting.

Due to only three board members being present, it was consensus to table the performance evaluation for the Township Director to the May 28 meeting.

**Public Comments:** None.

**Director Updates/Comments:**

Oatten informed the board of upcoming meetings he will be attending including the City of Saginaw's Wholesale Water Customer meeting and the pre-construction meeting at Saginaw County Road Commission for the road project planned for N. Michigan from Tittabawassee to Schust.

Oatten informed the board that the bicyclist that was involved in the accident on Shattuck and N. Michigan the previous week was recovering in the hospital.

Douglas asked Weaver if the applications for the cyber liability insurance had been submitted. Weaver responded that they were and she was waiting to hear back from them.

**Board Comments:**

Westphal stated that one of the baseball fields at the school was still holding a lot of water. She said Darrick Matthews would be getting in contact with the DPW as he thought the water main that was fixed previously might still be leaking.

Westphal explained to the board that the Recreation Department had borrowed her 10X10 canopy tent the previous year and had ruined it. The Recreation Committee had agreed to reimburse her for a new one; however, they never stated so in their meeting minutes. It was moved by Fritz and supported by Douglas to issue a reimbursement for the 10X10 canopy tent purchased by Jamie Westphal's family member for an approximate amount of \$132 (invoice has been turned into the Treasurer's office). There being all ayes, the motion carried.

Westphal informed the board that after the motion passed (at the April 29 meeting) to deny the request from the TPOAM to close the office on July 5 and allow union members to use PTO hours, she felt that the request should've been approved. She did some research and found that the same request had always been granted as far back as 2002. She further explained that both the office staff and DPW staff go above and beyond when needed and she felt the board should reconsider the request. Douglas stated that with there only being a quorum in attendance, he did not feel comfortable voting on the issue. Discussion followed. It was board consensus to put the request on the May 28 agenda.

Fritz asked Oatten if all road projects were scheduled for this year. Response: Yes.

Oatten informed the board that he was given the opportunity by the Saginaw County Road Commission to return both Sugar St. and Balsam St. to gravel. He approved it as they needed an answer right away while they were working in the area. It was moved by Douglas and supported by Westphal to approve Oatten's decision to return Sugar and Balsam streets back to gravel. There being all ayes, the motion carried.

Douglas thanked the Police Dept. for their support at the Lions Club 5k for the Blind. Douglas asked the other board members if they were willing to call a special meeting (possibly June 3) to go to Carrollton Center (Skyway Plaza) and walk the property to take a good look at the condition it was in. He stated that the owner of Carrollton Center could be invited as well. Discussion followed. It was board consensus to have Oatten send out an email to coordinate a date for the special meeting.

**Adjournment:**

It was moved by Westphal and supported by Fritz to adjourn. There being all ayes, the meeting adjourned at 6:23 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance: None present.