

**CARROLLTON TOWNSHIP BOARD  
REGULAR MEETING  
Tuesday, May 28, 2019**

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

There being a full board, Supervisor Abney called the meeting to order at 5:30 p.m. Also in attendance: Director Craig Oatten, Office Manager Megan Weaver, DPW Superintendent Don Sumption and Fire Chief Bob Tetloff.

**Acceptance of Agenda:**

Oatten requested to add to New Business: #5 – Proposed Ordinance No. 2019-04 Fireworks and #6 – Proposed Resolution #2019-11 Sewer Fund Budget Amendment. It was moved by Fritz and supported by Thurston to accept the agenda as amended. There being all ayes, the motion carried.

**Public Comments:**

Jessi Warzecha, Township employee, asked the board to consider the request from the TPOAM union employees to close the office on Friday, July 5 and allow them to use a PTO day. She explained that in the 17 years she has worked for the Township, the request had always been granted and with it being a Friday after the holiday, the office will most likely not be busy. She thanked them for their consideration.

Andrew Lamia, 2836 N. Michigan, stated that he had submitted a FOIA request to find out the zoning of the Engel's Auto property. He was told it was B-3 but the Planning Commission told him it was M-1. Oatten explained that back in 1993, it was rezoned from M-1 to B-3; however, the zoning map was never changed. Mr. Lamia also complained about 2824 N. Michigan because there is not an appropriate buffer between them and him, they have outside storage, they're encroaching on the 5 foot buffer owned by Saginaw County Land Bank, and the owner is parking his commercial trucks across the street at 2801 N. Michigan. He asked the board to address these issues.

Rose King, 3427 N. Michigan, asked how many cars were allowed to be for sale at Engel's Auto. She also commented on the multiple cars parked across sidewalks when she goes for her walk every evening. She handed out pictures of the cars parked across the sidewalk at 3367 Ventura. She stated that she has complained to multiple Township police officers and nothing is being done about it.

Emmah King, 1766 Cranbrook, asked the board if the benches could be installed at Hanchett Park and if there was any way to provide shade at the park.

**Approval of Minutes:**

It was moved by Westphal and supported by Thurston to approve minutes for: April 28, 2019 regular and May 13, 2019 – departmental meetings as presented. There being all ayes, the motion carried.

**Correspondence:**

It was moved by Fritz and supported by Douglas to receive and file the correspondence as listed for May 2019. There being all ayes, the motion carried.

**Accounts Payable:**

It was moved by Thurston and supported by Douglas to approve the May Accounts Payable for the amount of \$166,419.42. There being all ayes, the motion carried.

**Committee/Commission/Board Reports:**

Tetloff informed the board that he had forwarded the Township’s policy reference firefighters driving Code 3 (lights and sirens) within the Township and Code 1 (no lights and sirens) outside the Township to the liability insurance carrier. He asked for board approval on the use of lights and sirens while the policy is being reviewed. It was moved by Abney and supported by Westphal to allow Carrollton Township firefighters to use lights and sirens according to policy (copy attached). There being all ayes, the motion carried.

Sumption stated that during all of the rain events we have had lately, the DPW has been checking sewer manholes for potential inflow and infiltration. They have found some problem areas that should be explored further by Spicer Group. It was moved by Abney and supported by Westphal to allow Oatten and Sumption to explore options with Spicer Group to locate the inflow and infiltration problem areas. There being all ayes, the motion carried.

**Pending Business:**

Oatten presented a proposed ordinance amendment due to the changes in State Law reference how often inspections must be done on non-owner occupied housing units. Oatten asked Abney if he was still planning on meeting with the landlords and if we should wait to act on the ordinance amendment. Abney stated that he was planning on meeting with the landlords, but wanted to move forward with the amendment.

It was moved by Douglas and supported by Thurston to adopt Ordinance No. 2019-01 amending Chapter 14, Buildings and Building Regulations, Article V. Non-Owner Occupied Housing Business License, Sec. 14-125 Inspections – Right of Entry (copy attached).

Roll call:	Abney	Yes
	Thurston	Yes
	Douglas	Yes
	Westphal	Yes

Fritz Yes

There being all ayes, the ordinance amendment was adopted.

Oatten presented an ordinance amendment for the weeds and grass section incorporating the International Property Maintenance Code’s section that allows for a municipal civil infraction to be assessed to property owners that do not maintain their lawns. Discussion followed. It was moved by Thurston and supported by Douglas to adopt Ordinance #2019-03 amending Chapter 14, Buildings and Building Regulations, Article III. Property Maintenance Code, Sec. 14-46, inserting the height requirements for weeds and grass (copy attached).

Roll call:	Fritz	Yes
	Abney	Yes
	Thurston	Yes
	Douglas	Yes
	Westphal	Yes

There being all ayes, the ordinance amendment was adopted.

Abney asked Sumption if bidding out the services for the grass cutting would be beneficial as the amount of properties that have to be cut is proving to be too much for the seasonal DPW laborer to do on his own. Sumption thought it was a good idea. It was board consensus to check into the option of bidding out to landscaping companies to cut properties that are in violation of the weeds and grass ordinance.

Westphal stated that after the board voted to deny the request from the TPOAM bargaining units to use 8 hours PTO for July 5, 2019 and close the Township Office, she did some research and found that this request had always been granted as far back as 2002. She asked the other board members to reconsider the request. Thurston stated that she would like the request to be a part of the union negotiations in the future. Discussion followed.

It was moved by Fritz and supported by Westphal to close the Township Office on Friday, July 5, 2019 and allow the members of the TPOAM bargaining units to use PTO hours for that day. There being 4 ayes and 1 nay (Thurston), the motion carried.

It was board consensus to move Oatten’s performance evaluation to the end of the agenda.

**New Business:**

It was moved by Douglas and supported by Thurston to exercise the waiver for first right of refusal for the four properties that foreclosed to the Saginaw County Treasurer as of April 1, 2019 (copy attached). There being all ayes, the motion carried.

It was moved by Fritz and supported by Thurston to approve the quote from Central Powerwashing for the priming and painting of 50 fire hydrants for \$1,650. There being all ayes, the motion carried.

It was moved by Douglas and supported by Westphal to approve the quote from Phoenix Safety Outfitters for new helmets for the Fire Department in the amount of \$5,604.49 (copy attached). There being all ayes, the motion carried.

Discussion was held on the proposed special meeting date of June 3, 2019 to visit the Carrollton Center (Skyway Plaza) property along with the fire inspector, building inspector, code enforcement officer and Planning Commission members to assess the condition of the buildings and property. It was board consensus to have Weaver post the special meeting. It was moved by Douglas and supported by Abney to pay Fire Inspector Kevin O'Brien to attend the meeting. There being all ayes, the motion carried.

Oatten presented the change in State Law reference the use of consumer fireworks. It was moved by Abney and supported by Fritz to adopt Ordinance No. 2019-04 amending Chapter 26, Fire Prevention and Protection, Article III. Fireworks, Secs. 26-24 and 26-26 (copy attached).

Roll call:	Abney	Yes
	Thurston	Yes
	Douglas	Yes
	Westphal	Yes
	Fritz	Yes

There being all ayes, the ordinance amendment was adopted.

It was moved by Abney and supported by Thurston to adopt Resolution #2019-11 amending the FY 18-19 Sewer O&M Fund Budget (copy attached).

Roll call:	Thurston	Yes
	Douglas	Yes
	Westphal	Yes
	Fritz	Yes
	Abney	Yes

There being all ayes, the resolution was adopted.

**Public Comments:**

Rose King, 3427 N. Michigan, asked several questions reference the ordinance on loose dogs. Her neighbor across the street has two dogs that are constantly running loose and they've nearly been hit on N. Michigan. Oatten advised her to call 911 every time she witnesses the loose dogs. Ms. King also stated that she had a package delivered recently to her home and the delivery guy opened her front door and threw the package inside. She wanted to know who she should report it to. Abney stated that it would be a police matter and Ms. King should've called 911 if someone entered her home without her consent.

Andrew Lamia, 2836 N. Michigan, complained about several addresses on Monroe that he felt were in violation of the Township's ordinances. Oatten stated that he would have the Code Enforcement Officer take a look.

**Director Comments/Updates:**

Oatten informed the board that the Township had received an excellent review by Risk Management.

Oatten stated that he and Sumption attended the City of Saginaw’s Wholesale Water Customer meeting the previous week. The City of Saginaw is implementing a 9% rate increase for each of the next three years.

Oatten stated that the Saginaw County Road Commission returned Balsam to gravel and the final grading should occur very soon.

**Board Comments:**

Westphal stated that the Recreation Committee was struggling and even though Weaver had been advertising that we need members, no one has turned in an application. She also asked who kept track of the community service hours that are required of the Township employees. Weaver responded that each department head is responsible for tracking the hours. Abney asked for the names of who completed the community service hours and the names of those who gave up PTO hours instead.

Fritz had received a complaint from a resident about a large hole near the corner of Lorraine and Tittabawassee. Sumption said he would check it out.

Thurston expressed her frustration with the acceptance of the request from the union to take July 5 off. She stated that the request should be part of the regular union negotiations and not a request that comes later. For the record, she believed it was not fair to all employees to grant the request and that it was not necessary to be closed to the public.

Douglas discussed the master plan survey results and the fact that the top three concerns from our residents are: 1) roads, 2) blight and 3) Carrollton Center (Skyway Plaza). He also would like to invite Alan Bean from Spicer Group to come to a board meeting to discuss the survey results.

Abney thanked Sumption for taking the initiative to look at the manholes during rain events. He also stated that he felt the Township was moving in the right direction and he thanked all the department heads for their assistance.

**Executive Session:**

It was moved by Douglas and supported by Thurston to enter into executive session to discuss Oatten’s performance evaluation.

Roll call:	Thurston	Yes
	Douglas	Yes
	Westphal	Yes
	Fritz	Yes
	Abney	Yes

There being all ayes, the meeting closed at 8:00 p.m.

It was moved by Thurston and supported by Abney to come out of executive session. There being all ayes, the meeting opened at 9:42 p.m.

It was moved by Abney and supported by Douglas to approve a payment-in-lieu of a raise of \$2,940 to be paid to Craig Oatten for the next payroll dated June 7, 2019. There being all ayes, the motion carried.

**Adjournment:**

It was moved by Thurston and supported by Westphal to adjourn. There being all ayes, the meeting adjourned at 9:58 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Jessi Warzecha	Township Employee
Andrew Lamia	2836 N. Michigan
Rose King	3427 N. Michigan
Emmah King	1766 Cranbrook