

**CARROLLTON TOWNSHIP BOARD
REGULAR MEETING
Monday, August 26, 2019**

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

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

Acceptance of Agenda:

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

Employee Recognition:

Board members recognized School Crossing Guard Traci O'Connor (not present) for her five years of service with Carrollton Township.

Presentation of Audited Financial Statements:

Rob Klaczkiwicz, CPA from Smith & Klaczkiwicz PC, presented the audited financial statements for the fiscal year ended March 31, 2019. He stated that the audit process went very well. He answered questions from the board members. Discussion followed. It was moved by Douglas and supported by Fritz to receive and file the audited financial statements as presented. There being all ayes, the motion carried.

Public Comments:

Rose King, 3427 N. Michigan, spoke about the multiple sidewalks in the township that are blocked due to cars parked over them as well as trees and bushes that aren't trimmed.

Approval of Minutes:

It was moved by Fritz and supported by Douglas to approve minutes for: July 29, 2019 regular and August 12, 2019 – departmental meetings as presented. There being all ayes, the motion carried.

Correspondence:

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

Accounts Payable:

It was moved by Fritz and supported by Douglas to approve the August Accounts Payable for the amount of \$179,372.86. There being all ayes, the motion carried.

Committee/Commission/Board Reports:

Oatten reported that Richard Salazar had instructed the Hunter Safety course again this year (held on August 24). It was very much appreciated that Mr. Salazar volunteers his time to do so every year.

Oatten stated that the mailboxes had been moved to the other side of the street on Baylor Ct.

Oatten reported that the DPW tractor had a hydraulic leak and the estimated cost for repairs was \$1,600.

Pending Business:

Oatten informed the board that the show cause court hearing for the owner of Carrollton Center (Skyway Plaza) was scheduled for September 9.

Supervisor Abney asked Juan Gonzales (in the audience) to update the board on his proposed new restaurant to be located in Carrollton Center. Mr. Gonzales stated that he had just received the keys to the building that day and he planned on cleaning out the building to begin with. Township Zoning Administrator & Building Inspector Jim Gray was also in attendance and answered some questions that Mr. Gonzales had about the process and timeline to turn in a site plan for the proposed business. Discussion followed. Board members thanked Mr. Gonzales for the update and encouraged him to contact Mr. Gray with any questions or concerns.

New Business:

It was moved by Douglas and supported by Abney to accept the employment agreement with Zoning Administrator/Planner James Gray until July 30, 2020 with an annual salary of \$12,000 (copy attached). There being all ayes, the motion carried.

Weaver presented a wage comparison of election inspectors/chairpersons in Saginaw County. Carrollton was on the low end and she asked the board members to consider raising the hourly rate in order to attract new election workers (there are a couple of workers not returning from previous years). She presented two options for pay increases and the corresponding budget amendments. Discussion followed.

It was moved by Abney and supported by Douglas to increase the hourly rate for Election Chairpersons from \$11.00 to \$12.50 and for Election Inspectors from \$9.50 to \$11.00. There being all ayes, the motion carried.

It was moved by Abney and supported by Fritz to adopt Resolution #2019-13 amending the FY 19-20 General Fund Budget (copy attached) by increasing Election expenses to \$4,258 due to the

election workers' hourly pay increase and for expenses related to the March 10, 2020 Presidential Primary Election.

Roll call:	Douglas	Yes
	Fritz	Yes
	Abney	Yes

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

Weaver presented a request for proposal for banking services. She explained that while the Township has been with Chemical Bank for many years, the account analysis fees were rising and she felt that it was in the Township's best interest to put the services out for bid to ensure the Township is receiving the highest quality of service at the most reasonable cost. Discussion followed. It was moved by Fritz and supported by Douglas to approve the Request for Proposal and set September 27, 2019 as the due date for sealed bids. There being all ayes, the motion carried.

Public Comments: None.

Director Comments/Updates:

Oatten informed the board that the annual training for the school crossing guards was completed.

Oatten stated that Police Officer Kyle Kaylor had begun working on the regular departmental rotation.

Board Comments:

Fritz discussed possibly making a list of current Township projects and reporting the progress on an on-going basis. Douglas agreed and offered the suggestion to post it in the board room so that the public may view it as well. Discussion followed.

Douglas stated that the Planning Commission continues to work with Spicer Group on the Master Plan.

Douglas reminded the board members and public that the tribute game for all veterans, active duty military and first responders was scheduled for September 13, 2019 at Carrollton High School (vs. Millington). He encouraged everyone to spread the word. All service members will get into the game free of charge and there will be ceremonies honoring them before the game and during half-time.

Abney stated that he had received positive comments about the front office staff from a local business. Weaver thanked him for mentioning so.

Adjournment:

It was moved by Fritz and supported by Douglas to adjourn. There being all ayes, the meeting adjourned at 7:00 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Jim Gray	Township Employee
Rose King	3427 N. Michigan
Juan Gonzales	3235 Bauer