

**CARROLLTON TOWNSHIP BOARD
DEPARTMENTAL MEETING
Monday, May 11, 2020**

Via Zoom Webinar

<https://us02web.zoom.us/j/85136550938>

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| <u>Roll Call:</u> | 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 5:34 p.m. Everyone was in attendance via Zoom Webinar: <https://us02web.zoom.us/j/85136550938> including Director Craig Oatten, Office Manager Megan Weaver and DPW Superintendent Don Sumption.

Acceptance of Agenda:

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

Public Comments: Public that attended virtually did not request to address the board.

Pending Business:

Oatten informed the board that he had been in contact with the property manager at Carrollton Center (Skyway Plaza) as there had been some illegal dumping behind the building. It had since been all cleaned up and Oatten offered the suggestions of cameras and signage to prevent future dumping. Oatten also provided the code enforcement officer's contact information to the property manager for any future issues.

Oatten stated that the code enforcement officer had been working hard and citing residents and businesses that are not cutting their lawn. The office had received many calls about the upcoming brush pickup on May 18. This will be the first pickup of the year and the DPW had plans in place that comply with the social distancing guidelines due to COVID-19. Discussion followed. Abney thanked Sumption for ensuring the pickup could be done safely.

Oatten stated that he had signed all the documents for the 2020 road projects (to be paid for with the 50/50 split allocation between the township and road commission). Abney had a resident inquire on whether the Township was going to wait on collecting the 5 mill road millage due to the Coronavirus. Weaver stated that the voted road millage language provides for the collection from 2020 to 2039 of up to 5 mills. If the 2020 collection was not done, the Township would

lose out on that revenue. Much discussion followed. It was board consensus to levy the 5 mills in 2020 as originally planned and budgeted for.

New Business:

Oatten presented the request he had received from American Tower and Md7 (lease consultant) for an amendment to the lease agreement for the cell tower located behind the Township Municipal Building. The reason for the amendment request is due to the tower underperforming in revenues. The current agreement began in 2007 and goes through 2037 with a 15% increase in monthly lease payments every five years. In the current budget year, the Township collects \$1,190 per month or \$14,280 for the year in the General Fund.

Md7 offered a reduced lease payment of \$867 per month with a 10% increase every five years (with a term expiring 2067) or a one-time lump sum payment of \$177,277 in exchange for a perpetual easement to the Township's property and cell tower site. Much discussion followed and it was consensus that the lump sum payment was not an option. Oatten stated that T-Mobile and Sprint (current carriers on the cell tower) have merged so there is more room for other carriers. Fritz commented that he would not agree to the lump sum payment; however, maybe a new lease agreement could be negotiated. Both Douglas and Abney disagreed and felt the proposed offer was only to benefit American Tower. Oatten added that he had reached out to neighboring municipalities to see if they had been approached with a similar offer and four of them responded that they had not been approached. More discussion followed. It was board consensus to have Oatten respond to Md7 that a lease agreement extension is possible but not with the proposed payment schedule or the lump sum payment offer.

Public Comments: Public that attended virtually did not request to address the board.

Director Comments:

Oatten discussed the front office layout and the preparations being made for when the Township opens back up to the public. The front desk currently has sliding glass windows and he was working on a way to have an opening in the glass for payments to be passed thru by the customer. He also discussed the fact that he has never been happy with the current sliding glass windows as they don't seem very secure and he would like to look at a more permanent window with a talk speaker to be installed in the future.

Oatten stated that he would like to purchase an ultraviolet light cleaning device that was currently being used at Mobile Medical Response (MMR) to clean ambulances. He envisioned using this device to clean office space areas due to the Coronavirus. Discussion followed. It was moved by Abney and supported by Westphal to allow Oatten to purchase an ultraviolet light cleaning device for an amount not to exceed \$1,500. There being all ayes, the motion carried.

Oatten informed the board that Police Officer Kaylor had injured his finger while on duty. It has been determined that Kaylor does not need surgery; however, he can only work light duty for the next two months.

Weaver updated the board members on the webinars she had attended and planned to attend reference COVID-19 and the State Revenue Sharing as well as the preparations to open the office to the public after the Stay At Home Executive Order was lifted.

Board Comments:

Fritz asked why the field next to his property was being cut as he thought it was protected by the DNR as designated wetlands. Oatten stated he would look into it.

Westphal commented that it was a great meeting and she appreciated everyone's flexibility during the COVID-19 pandemic.

Douglas informed everyone that the Carrollton Schools Athletic Department was collecting pop can returns in a dumpster by the football stadium as a fundraiser. Weaver stated that she would share the information on the Police Facebook page. Douglas asked if the thank-you letters had been sent to the co-chairpersons of the Carrollton Area Vehicular Surfaces (C.A.V.S.) Improvement Committee. Response: Yes. Douglas asked if the next board meeting on May 26 would be a zoom meeting. Weaver responded that it would be a zoom meeting due to the current Stay At Home order being extended by the Governor until May 28.

Douglas asked if the Township building was being cleaned. Weaver responded that the meeting with Romanow Services had been postponed again due to the Governor's order. Oatten stated that he and the office staff were doing their best to clean in the meantime. Douglas asked if any plans were being made for the road millage projects. Oatten responded that he would be meeting with the road commission foreman in the near future. Abney asked that he be involved in that meeting.

Abney stated that he appreciated the other board members and Township management and staff for their hard work during the Coronavirus pandemic.

Adjournment:

It was moved by Abney and supported by Westphal to adjourn. There being all ayes, the meeting adjourned at 6:15 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk