

**CARROLLTON TOWNSHIP BOARD
DEPARTMENTAL MEETING
Monday, June 8, 2020**

Via Zoom Webinar
<https://us02web.zoom.us/j/83497263881>

<u>Roll Call:</u>	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 5:36 p.m. Everyone was in attendance via Zoom Webinar: <https://us02web.zoom.us/j/83497263881> including Director Craig Oatten and Office Manager Megan Weaver.

It was moved by Westphal and supported by Douglas 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 Fritz 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:

Discussion was held on setting a meeting date with the Carrollton Area Vehicular Surfaces (C.A.V.S) Committee to discuss upcoming road projects that will be funded by the road millage. It was board consensus to set the meeting date for Thursday, August 20, 2020 dependent on the availability of the school facilities.

Oatten stated that he had received a response from the leasing company for American Tower for the cell tower agreement with the Township. They would like to keep their monthly rental payments under \$1,000 with term escalations every five years and they would also include a signing bonus of \$2,000 if the new agreement is approved. Discussion followed. Oatten explained that he did not need the board to take any action yet as he was waiting for a formal proposal from the leasing company. He would bring that for board consideration at the next meeting.

New Business:

Weaver presented the Cyber Liability Insurance renewal correspondence with MyMember Insurance. They would like to move our policy to a different broker in order to provide timelier and more knowledgeable service. Discussion followed. It was moved by Fritz and supported by Westphal to approve the change of brokers for the Township’s Cyber Liability Insurance to Arlington/Roe effective immediately. There being all ayes, the motion carried.

Oatten informed the board that he and Weaver had been working on the proposed COVID-19 Preparedness and Response Plan. The State was requiring that all municipalities have a plan in place as the State begins to open back up per the Governor’s Executive Orders. Much discussion followed. Oatten explained that the board must choose between two different strategies in order to allow employees to return to work after having a confirmed case of COVID-19: 1) symptom-based or 2) test-based. More discussion followed. It was moved by Douglas and supported by Westphal to adopt the Carrollton Township COVID-19 Preparedness and Response Plan with the test-based strategy. There being all ayes, the motion carried.

Oatten presented correspondence from the Saginaw County Metropolitan Planning Organization explaining that they would like to change the name for the Saginaw Metropolitan Area Transportation Study (SMATS) to Saginaw Area Transportation Agency (SATA) Policy Committee by October 1, 2020. In order to complete this process, each local municipality must adopt a resolution in support of the change and they must also appoint a voting representative and alternate. Discussion followed.

It was moved by Douglas and supported by Fritz to adopt Resolution #2020-07 to Establish an Intermunicipality Committee for the Purpose of Transportation Planning in the Saginaw Area and Governance of Saginaw Metropolitan Planning Commission (copy attached).

Roll call:	Westphal	Yes
	Fritz	Yes
	Douglas	Yes

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

It was moved by Westphal and supported by Douglas to appoint Craig Oatten as voting member and Don Sumption as alternate voting member to the Saginaw Area Transportation Agency (SATA) Policy Committee. There being all ayes, the motion carried.

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

Director Comments:

Oatten stated that both Carrollton High School and Omni would be holding a “drive-thru” graduation ceremony for the 2020 graduates on June 16 and 17 from 4pm-7pm.

Oatten informed the board that the new police patrol vehicle was currently being outfitted and

should be in service within a week. Fritz asked what would be done with the patrol vehicle coming out of service. Oatten stated that it would be the new Code Enforcement car and he would be selling the code car that was replaced.

Weaver stated that the front office would be back to full staff on Wednesday, June 10 and the office back open to the public on Monday, June 15. The plan was to still encourage residents to use the drop-box for payments, absentee ballot applications, etc. Any resident who wants to enter the Municipal Building must wear a mask and follow the posted COVID-19 symptom check and social distancing guidelines. Weaver also stated that Romanow Building Services would be executing a complete sanitization of all touch-points in the building using the CDC recommended cleaning solution on Tuesday, June 9. She would receive a quote for weekly cleaning from Romanow soon and would bring it to the board for consideration. Douglas asked that more than one quote be obtained. Weaver explained that the sanitization was scheduled in order to get ready for her staff to return and the public to enter the building; however, she would obtain one or more additional quotes to compare with Romanow for the regular weekly cleaning for board consideration. Discussion followed. Douglas offered to contact Ken Hyde at the schools to possibly get recommendations on cleaning companies.

Board Comments:

Douglas stated that the Lions Club's road race was still a possibility and he would let Oatten know as soon as a date was set and guidelines established for COVID-19 preparedness.

Adjournment:

It was moved by Westphal and supported by Fritz to adjourn. There being all ayes, the meeting adjourned at 6:38 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk