

**CARROLLTON TOWNSHIP BOARD  
REGULAR MEETING  
Monday, July 27, 2020**

**Via In-Person and Zoom Webinar**  
<https://us02web.zoom.us/j/86859582809>

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

There being a full board, Supervisor Abney called the meeting to order at 5:30 p.m. Others physically present: Director Craig Oatten, Office Manager Megan Weaver, DPW Superintendent Don Sumption. Present via Zoom: Fire Chief Bob Tetloff.

**Acceptance of Agenda:**

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

**Public Comments:** None.

**New Business:**

Steve Rutkowski, Spicer Group, addressed the board about the requirements of America’s Water Infrastructure Act (AWIA) of 2018 which mandates assessment, planning, and certification of completion of the following: 1) Risk and Resilience Assessment (RRA) for water systems that serve between 3,301 and 49,999 people by June 30, 2021 and 2) Emergency Response Plan (ERP) completion by December 30, 2021. Rutkowski outlined the tasks required to complete this project and informed the board that Spicer Group planned to team with Brio Consulting to complete this project for an estimated cost of \$35,000 (estimate attached).

Discussion was held on the amount of the project. Douglas offered the suggestion of consolidating with the other local municipalities that receive their water from the City of Saginaw in order to divide the cost and make it more feasible for the Township. Abney agreed that Carrollton Township should not have to pay the same amount as a larger community. Oatten added that the federal mandates cost the municipalities so much that there isn’t funds left over to do infrastructure upgrades. More discussion followed.

Rutkowski predicted an 8-10 month timeline to complete the project and he hoped the cost would come in under the \$35,000. He has presented to other municipalities including Kochville Township, Saginaw Township, Buena Vista Township and Tittabawassee Township. So far, Buena Vista Township has agreed to have Spicer Group and Brio Consulting execute the project.

Kochville Township has opted to complete it themselves. Rutkowski added that the Federal government plans to fine municipalities \$25,000 per day for not complying with the mandate. Sumption stated that he planned on attending the webinar about the mandate the following day (July 28).

It was board consensus to table the agenda item until the August 10 meeting to allow Sumption to obtain more information at the webinar and talk with other neighboring municipalities on their plans for complying with the mandate.

### **Approval of Minutes:**

It was moved by Douglas and supported by Fritz to approve minutes for: June 29, 2020 – regular and July 13, 2020 departmental meetings as presented. There being all ayes, the motion carried.

### **Correspondence:**

It was moved by Fritz and supported by Westphal to receive and file the correspondence as listed for July 2020. There being all ayes, the motion carried.

### **Accounts Payable:**

It was moved by Abney and supported by Fritz to approve the July Accounts Payable for the amount of \$197,946.52. There being all ayes, the motion carried.

### **Quarterly Investment Report:**

It was moved by Abney and supported by Douglas to receive and file the Quarterly Investment Report for June 30, 2020 (copy attached). There being all ayes, the motion carried.

### **Committee/Commission/Board Reports:**

Oatten informed the board that the new patrol vehicle was in service. Also, the new mobile radios had been installed in all of the police vehicles.

Abney asked Oatten if the new vests had been ordered for the police officers and what the timeline was for the squad room renovations. Oatten responded that with the COVID-19 pandemic, these two issues were delayed. Sgt. Kellett was working on getting the vests ordered.

Discussion was held on the amount of unpaid Non-Owner Occupied licenses. Abney asked Weaver to make a note on possibly increasing the fees/penalties for next year to gain more compliance.

Sumption stated that some residents have been noticing a chlorine smell in the water. He explained that due to the high temperatures this summer, the water temperature is higher and the City of Saginaw adds chlorine to combat possible bacteria. The DPW has been flushing hydrants to help lessen the smell. The water was perfectly safe to drink and use.

Sumption explained that the primer was showing through on some of the fire hydrants that were painted last year. Since the Township provided the supplies and contracted the labor; he said it was difficult to prove what was causing the issue. After some research, Sumption bought a spray paint gun and the DPW are touching up the hydrants. If this works well, the DPW will paint the hydrants from now on.

**Pending Business:**

Oatten stated that he would be meeting with Saginaw County Road Commission to get a couple of cost estimates so that the Township has an idea of how much the new tax road millage revenue will cover.

Oatten stated that he had a phone conversation with the representative from Md7 (leasing consultant for Global Towers) but he hasn't received their response in writing yet. He would bring it to the board as soon as it was received.

**Public Comments:** None.

**Director Comments/Updates:**

Oatten informed the board that due to COVID-19, Saginaw County Mosquito Control was not holding tire drives this year. He reached out to them about possibly allowing Carrollton to collect tires from residents and schedule a drop-off at their facility to which they agreed. Discussion followed on choosing a date to allow residents to put tires (off the rims) out to the curb and Abney would gather some volunteers to pick them up. It was board consensus to hold the event on Saturday, August 22, 2020 from 7:00am – Noon. Residents may also drop the tires off at the Township Office during that time. Weaver stated she would get a flyer made and start advertising on social media as well as the Township website.

Oatten handed out wording for a proposed plaque to commemorate the road improvement millage being passed by the residents at the March 10 Election. Board members thanked Oatten for putting it together.

Weaver stated that Deputy Clerk Mejia was busy preparing for the August 4 Election. With all of the COVID-19 guidelines and restrictions, the election preparation was much different this year and she commended Mejia on the great job she was doing under the circumstances.

Oatten informed the board that he planned on attending a webinar (July 30) about the Water Assistance Program being provided by the Michigan Department of Health and Human Services as part of the CARES Act funding appropriated in Public Act 123 of 2020. There was \$25 million available to reimburse water utility providers that offer bill forgiveness for arrearages and fees incurred by residential water customers during the COVID-19 state of emergency. Because of the quick turn-around, Oatten opted in to the program; however, the Township can always opt-out if they wish. He also added that residents must already be receiving food assistance from the State in order to qualify for the assistance on their water/sewer bill.

**Board Comments:**

Both Abney and Douglas thanked Sumption for finding a solution on re-painting the fire hydrants.

**Adjournment:**

It was moved by Westphal and supported by Fritz to adjourn. There being all ayes, the meeting adjourned at 7:05 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Steve Rutkowski      Spicer Group