

**CARROLLTON TOWNSHIP BOARD  
DEPARTMENTAL MEETING  
Monday, August 10, 2020**

**Via In-Person and Zoom Webinar**  
<https://us02web.zoom.us/j/89742048091>

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

There being a quorum, Supervisor Abney called the meeting to order at 5:30 p.m. Others physically present: Director Craig Oatten and Office Manager Megan Weaver.

**Acceptance of Agenda:**

Douglas requested to add to New Business: #3 – COVID-19 and the Open Meetings Act. It was moved by Douglas and supported by Abney to accept the agenda as amended. There being all ayes, the motion carried.

**Public Comments:**

Rose King, 3427 N. Michigan, commented on the August 4 Primary Election. She was an election worker and was very impressed with the Township's planning and execution of the COVID-19 guidelines and the compliance from the voters.

Ray McKay, 3611 Roosevelt, asked the board why the parking ordinance was not being followed at the property located across the street from the Township Office (1606 Mapleridge) including parking on the front lawn and parking three to four vehicles on the road. He asked the board to please have code enforcement look at it.

Steve Schwerin, 1601 Mapleridge, also addressed the board about the residence across the street parking campers and boats on the lawn.

**New Business:**

Rob Klaczkiwicz, CPA from Smith & Klaczkiwicz PC, presented the audited financial statements for the fiscal year ended March 31, 2020. He stated that the audit process went very well again this year and Carrollton Township received an unmodified opinion, which is the highest assurance that an audit firm can give on a municipality's financial statements. Mr. Klaczkiwicz went through some highlights of the statement and answered questions from the board members. He pointed out footnote: Note 13 – Subsequent Event that discussed the COVID-19 pandemic and the subsequent effects that it could have on the Township's financial condition including a temporary reduction of State revenue sharing. Discussion followed. It was

moved by Thurston and supported by Westphal to receive and file the audited financial statements as presented. There being all ayes, the motion carried.

**Pending Business:**

Oatten stated that the Carrollton Center (Skyway Plaza) property was looking overgrown and letters had been sent. He requested that the Code Enforcement Officer have a face-to-face meeting with the property manager to discuss the issues.

Oatten informed the board that he spoke with the director of engineering at the Saginaw County Road Commission and they were working on some cost estimates of road projects so that the Township can have an idea of cost when the collection of the road millage begins this year. Oatten would like to tour Skyhaven Subdivision as well to brainstorm ideas on the concrete roads. Oatten stated that there were also grant opportunities that are typically applied for in November; however, due to the COVID-19 pandemic, the State has targeted those funds to help supplement the State's budget.

Oatten had still not heard back from the leasing consultant for Global Towers in reference to the cell tower lease agreement with Township. He asked that it be removed from Pending Business. It was board consensus to do so.

**New Business (cont'd):**

Weaver presented a request from Mr. Bryan Dupuis to purchase the land located at 3500 Johnson (PIN 11-12-4-05-1480-000). He had paid the \$300 good faith deposit to start the process. Per the Township policy, the land would need to be put out for bid. Discussion followed. It was moved by Abney and supported by Douglas to set the minimum bid for 3500 Johnson at \$3,000. There being all ayes, the motion carried. Weaver stated she would get the advertisement in the paper and sealed bids would be collected until August 31 and the board will award the bid at their regular board meeting that same day.

Douglas asked the other board members to come to a consensus on future public meetings for both the board and the Planning Commission in reference to the guidelines set forth by the Governor due to COVID-19. He felt the meetings currently being held both in-person and via zoom were working well; however, with the amount of committee members on the Planning Commission, the limit of 10 persons inside would be easily exceeded. Abney offered the suggestion of some members leaving the board room if more public attend in order to stay under the 10-person limit. Discussion followed.

The master plan public hearing has been put on hold for months due to the pandemic and Douglas would like to be able to meet in order to finally complete the process. Discussion followed on possible outdoor locations to hold the public hearing including the Township parks and the DPW Garage. Abney offered to contact Planning Commission Chairperson Sobek to discuss the proposed ideas to hold the public hearing. Oatten stated that whatever was decided, he would get the logistics figured out in order to hold the public hearing.

**Public Comments:**

Ray McKay, 3611 Roosevelt, showed Supervisor Abney the section of the ordinance that he was referring to reference parking.

**Director Comments:**

Oatten stated that the deadline for the 2020 Census had been moved to September 30, 2020. Census workers had begun going door-to-door for those residents that have not responded by phone, mail or online.

Weaver presented the proposed flyer for the Tire Drive scheduled for August 22. Discussion was held on the plans for tire pickup/drop off on Saturday, August 22, 2020.

Weaver informed the board that she had been contacted by Saginaw County on a proposed partnership with Carrollton Township for a 2020 Census event to take place outside. Census workers would come on-site to help people complete their census questionnaire and receive a free meal voucher for the food truck vendor that would also be present. Masks and social distancing would be required. Discussion was held on possible locations for the outdoor event. With limited parking at the Township parks, it was board consensus to hold the Census event at the Township Office. Weaver would inform the board as the details became available.

**Board Comments:**

Westphal commented on how well the community-wide garage sales went over the past weekend. She thanked Weaver for her assistance with the flyer and map.

Thurston stated that she had looked up the land that was going out for bid on the GIS map website and the property is labeled as 3500 Hickory, not 3500 Johnson. Weaver stated that she was aware and had contacted the County Equalization Department and they admitted it was an error and they would correct it.

Douglas commended Weaver on the successful financial audit. He also stated that he would be available to help out at the Tire Drive on August 22.

Abney also thanked Weaver for a great job on the financial audit. He was very pleased with the current audit firm. He also stated that he was pleased with the proposed land sale and looked forward to the Tire Drive.

**Adjournment:**

It was moved by Thurston and supported by Westphal to adjourn. There being all ayes, the meeting adjourned at 6:36 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Rose King	3427 N. Michigan
Ray McKay	3611 Roosevelt
Steve Schwerin	1601 Mapleridge
Rob Klaczkiewicz	Smith & Klaczkiewicz PC