

**CARROLLTON TOWNSHIP BOARD
DEPARTMENTAL MEETING
Monday, November 9, 2020**

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

There being a quorum, Supervisor Abney called the meeting to order at 5:30 p.m. Others present: Director Craig Oatten and Office Manager Megan Weaver. It was noted that Trustee Douglas was attending via telephone due to a medical issue.

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.

Pending Business:

Oatten stated that he was still waiting to get projected road project numbers from Saginaw County Road Commission.

Oatten informed the board that he was still receiving “no parking” surveys from the residents in Skyhaven Subdivision and Baylor Ct. Most of the comments were about Ventura which does not have all of the signs up. Saginaw County Road Commission was working on getting that corrected.

Weaver gave an update on the total of delinquent water/sewer accounts which was \$89,168.72. She also stated that she contacted Saginaw County Community Action Committee reference the partnership with Wayne County to provide the funds up front for the Water Assistance Program (to be refunded by a State grant). She was told that the funding source, Michigan Department of Health and Human Services (MDHHS) recommended the partnership between Saginaw and Wayne counties because the amount of delinquent water/sewer accounts in the City of Saginaw was over \$1.2 million alone and Saginaw did not have the funds on hand to pay up front. Douglas thanked Weaver for checking into it.

New Business:

Oatten presented a quote from Clean Power Solutions, LLC for power surge protection at Stoker Sewer Pump Station. He explained that Northwest Utilities Authority was having the protection installed on all of the pump stations that they own in Carrollton. The Township had already

purchased protection for Hanchett Pump Station; leaving Stoker Station as the only one without protection. DPW Superintendent Don Sumption would like to have Stoker Station protected as well. Discussion followed. It was moved by Abney and supported by Westphal to approve the quote from Clean Power Solutions, LLC for \$2,495 for Total Protection Solutions surge protection at Stoker Sewer Pump Station (copy attached). There being all ayes, the motion carried.

Oatten presented information from the U.S. Department of Veterans Affairs who had filed a “Declaration of Taking” lawsuit to obtain the 7.25 acres of land located on Greenfield near Hermansau (PIN #11-12-4-13-2047-003). Approximately 1.2 acres is in Carrollton Township and the remaining 6-plus acres is in Saginaw Township. The Secretary of Veterans Affairs has the authority to acquire property necessary for medical facility purposes by purchase or condemnation. The Aleda Lutz Veterans Affairs Medical Center located at 1500 Weiss would like the property for additional parking.

Township Attorney Gary Campbell advised that Carrollton Township sign the Disclaimer of Interest as the property is privately owned and it will most likely be a drawn-out court battle to settle on a purchase price. Since Carrollton Township does not own the property and has no public use planned; it was in the Township’s best interest to bow out and avoid any legal fees. The only loss to the Township would be property taxes on the vacant land. Discussion followed. It was moved by Abney and supported by Douglas to have Attorney Gary Campbell sign the Disclaimer of Interest on behalf of Carrollton Township to be dismissed from the lawsuit. There being all ayes, the motion carried.

Weaver presented the current ordinance pertaining to food trucks (temporary outdoor use). It was board consensus to have the Planning Commission look at the ordinance and decide if any amendment needs to be made.

Oatten informed the board that the Saginaw County Equalization Director, Denise Babbitt, had sent out communication regarding the 2018 State Tax Commission’s decision to include a Designated Assessor at the local level for the Audit of Minimum Assessing Requirements (AMAR). Saginaw County is required to have an eligible candidate selected as well as an inter-local agreement and at least 51% of the local units’ approval by December 31, 2020. Discussion followed. Oatten stated that he had a call in to Ms. Babbitt to discuss some of the concerns he had and was still waiting for a response. It was moved by Fritz and supported by Abney to table the issue until the November 30 meeting.

Abney proposed the idea of accepting postmarks for mailed in water/sewer bill payments. He had recently been contacted by a resident who had mailed his payment in for the first time due to COVID-19 concerns. The payment was received after the due date and the 10% penalty was applied to his utility account. The resident had never had a penalty assessed and he was extremely upset, so Abney paid the penalty back out of his own pocket.

Weaver explained that the resident mailed their payment on October 15 and it was not received in the office until October 23 – after the due date of October 20. It was very typical for mail to take that long as the United States Postal Service now routes all local mail down to the

Metroplex in Pontiac before being sorted and sent back to our area. Weaver further explained that accepting postmarks would create additional work for her staff as the mail would need to be sorted every day and the postmarked ones that were on or before the due date would need to be separated. Since the penalties are applied on the day after the due date, as the mail comes in and those postmarked by the due date set aside to be considered received on time – the utility billing clerk would have to make single adjustments to credit the penalty on individual accounts on a daily basis.

Additionally, the shut-off day for non-payment is only 10 or 11 days after the due date and some mail could take longer than that to be received causing the workflow of the DPW to be interrupted. Weaver was not in favor of accepting postmarks for the reasons she stated, and she also felt that Treasurer Thurston should be involved in the discussion. Fritz agreed that Thurston should be present for the discussion. Weaver stated that almost all of our neighboring communities do not accept postmarks for either utility bill or property tax bill payments. Currently, the Township offers the drive up drop box, online/phone payment option and the ACH option where the customer can have the billing amount automatically deducted from their checking or savings account on the due date. She did know of some municipalities that offer a one-time waiver of the penalty if the customer has never been late before. Discussion followed. It was board consensus to table the issue until the November 30 meeting. Abney asked Weaver to get samples of the one-time waiver policy for review as well.

Director Comments:

Oatten stated that he received communication from the North Branch of the Flint River Intercounty Drainage Board which represents Lapeer, Tuscola and Genesee counties. He explained that about 100 years ago, Saginaw County won an injunction to not allow work to be done because they were flooding Saginaw County as a result. They have made some improvements in the Flint area by installing dams and watershed areas and would like to meet with Saginaw County to discuss their improvements and get around the 100-year-old injunction. Oatten will attend the meeting.

Weaver stated that she was extremely proud of Deputy Clerk Tricia Mejia and the election chairpersons and inspectors for all their hard work at the November 3 General Election. It was a very long day and there were some ballot tabulator machine issues that required assistance from the County Clerk and his staff as well as staff from the Kochville Township Clerk's office. Weaver also stated that her other staff members, Mary Corcoran and Jessi Warzecha, pitched in and helped Mejia mail out all the absentee voter applications and ballots which were at a record high number this year. She was very impressed with their teamwork!

Weaver informed the board that Romanow had cleaned the carpets in the municipal building the previous Friday and the cost was built into the allocation that was paid every month.

Board Comments:

Fritz echoed Weaver's comments reference the November 3 Election. He was very proud of everyone and all their hard work.

Douglas stated that he appreciated all the thoughts and prayers from everyone as he was feeling much better after his COVID-19 diagnosis.

Abney asked if golf carts were allowed on Township roads as he had a resident call and inquire. Oatten stated only if the golf cart meets all specifications of a regular vehicle (lights, horn, etc.) and are then recognized as an electric motor vehicle per the Michigan Motor Vehicle Code. Most golf carts do not meet that criteria.

Abney stated that he appreciated the hard work on the election and the honest feedback on the water/sewer bill due date issue.

Adjournment:

It was moved by Westphal and supported by Fritz to adjourn. There being all ayes, the meeting adjourned at 6:23 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Rose King 3427 N. Michigan