

**CARROLLTON TOWNSHIP BOARD  
REGULAR MEETING  
Monday, August 26, 2013**

<b><u>Roll Call:</u></b>	Supervisor Kozara	Present
	Clerk Fritz	Present
	Treasurer Riley	Present
	Trustee Dudek	Present
	Trustee Loperena	Present

There being a full board, Supervisor Kozara called the meeting to order at 5:30 p.m. Also in attendance: Director Craig Oatten and Office Manager Megan Weaver.

**Acceptance of Agenda:**

It was board consensus to approve the agenda as presented.

**New Business:**

The audited financial statements for the fiscal year ended March 31, 2013 were presented by Jamie Rivette, CPA with Yeo & Yeo. She discussed the audit process and internal control matters that were reviewed when she was on-site in June. There were no significant deficiencies or material weaknesses reported. Discussion followed. It was moved by Kozara and supported by Loperena to accept the Carrollton Township Financial Statements and Auditor's Report for the Fiscal Year Ended March 31, 2013 as presented by Yeo & Yeo. There being all ayes, the motion carried.

**Public Comments:**

Andrew Lamia, 2836 N. Michigan, had several questions about the business operating at 2801 N. Michigan (Mid-State Fabricating). Discussion followed reference the interaction between the business owner, the Planning Commission, the Code Enforcement Officer and the Township's ability to revoke the business' special use permit. Mr. Lamia stated his concerns that the business may revert to burning materials for heat in the cold weather months which caused excessive smoke to filter throughout the neighborhood last winter.

Oatten stated that he could not guarantee that the business will not try to heat with wood again this year; however if the process produced the same excessive smoke, the Township would pursue action with the MDEQ. Mr. Lamia seemed satisfied with Oatten's answers and reiterated the fact that he would not be able to live with the smoke if it started up again.

**Approval of Minutes:**

It was moved by Dudek and supported by Riley to approve minutes for: July 29, 2013 – regular and August 12, 2013 departmental meetings. There being all ayes, the motion carried.

**Correspondence:**

It was moved by Fritz and supported by Kozara to receive and file the correspondence as listed for August 2013. There being all ayes, the motion carried.

**Accounts Payable:**

It was moved by Dudek and supported by Loperena to approve the August Accounts Payable for the amount of \$330,972.86. There being all ayes, the motion carried.

**Quarterly Investment Report:**

It was moved by Dudek and supported by Loperena to approve the Quarterly Investment Report for June 30, 2013 (copy attached). There being all ayes, the motion carried.

**Committee/Commission/Board Reports:**

Board reports were reviewed. There were no financial requests.

**New Business:**

Oatten presented the bid tabulation for the storage building re-roof project (copy attached). The sealed bids were due August 22, 2013. The high bid was \$17,311 and the low bid was \$9,650. It was noted that the low bidder did not provide proof of liability insurance coverage that was a requirement in the Request for Proposal. Discussion followed.

It was moved by Fritz and supported by Dudek to award the bid for the storage building re-roof project to Gerald G. Bergman, Inc. in the amount of \$11,290.00 (copy attached). There being all ayes, the motion carried.

**Public Comments:**

Rose King, 3427 N. Michigan, asked if the multiple advertisement signs in front of Skyway Plaza (between the parking lot and road) for the thrift store were allowed. She stated that the signs were all different sizes and felt they violated the temporary sign ordinance regulations. Ms. King also questioned the items for sale on the sidewalk located outside of the thrift store and the multiple people that seem to be loitering there as well. Did the Township have an ordinance for sidewalk sales? Oatten stated he would check into the matter and get back with Ms. King.

Ms. King also stated that she believed several township residents may be engaged in the selling of vehicles on display at various residential properties. Ms. King knew that this was a violation of township ordinance and wanted to inform the township officials. Oatten stated that the information provided will be turned over to the Code Enforcement Officer and that he would also have on-duty police officers check the previously known addresses with violations.

**Director Updates:**

Oatten informed the board that he would be attending the informational meeting about the Saginaw County Land Bank Authority being held at James Township Hall on Tuesday, August 27.

**Board Comments:**

Dudek asked if Saginaw County Mosquito Control was doing any projects on Elm. Answer: Yes.

Kozara spoke about the public hearing held by the MDEQ for the air quality permit for Yeager Paving Materials located at 3666 Carrollton Rd. Both he and Clerk Fritz attended on August 14. Discussion followed. Oatten stated that he had just received notification that the MDEQ had granted the permit. Loperena stated that the Planning Commission would like the board members to review the Mission, Goals and Objectives section of the master plan that is currently being revised. Discussion followed.

Loperena also commented that he would only be able to sub for school crossing guard duty this year as he has been offered a new position at the school.

Fritz discussed the memo from Matt Tetloff concerning the Recreation Committee's By-law revisions that were reviewed at their August 13 meeting. He asked Dudek, as board liaison, to discuss with the committee at their next meeting (Sept. 3) the importance of working together as a team and keeping the lines of communication open amongst all of them.

Discussion was held on the fact that the fund balance for the Recreation Fund had declined by over \$8,500 per the auditor's report earlier in the meeting. Weaver stated that the decrease seemed to be mainly due to an increase in personnel costs due to the fact that umpires and referees were paid an hourly wage which had been increased (this has since been changed to a flat amount paid per game). Other factors include the increase in purchases of equipment and uniforms for both baseball and basketball as well as a decline in program registrations. Dudek stated he would discuss these concerns with the committee September 3.

**Adjournment:**

It was moved by Dudek and supported by Riley to adjourn. There being all ayes, the meeting adjourned at 8:17 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Andrew Lamia	2836 N. Michigan
Rose King	3427 N. Michigan
Jamie Rivette	Yeo & Yeo CPAs