

**CARROLLTON TOWNSHIP BOARD
DEPARTMENTAL MEETING
Monday, October 10, 2016**

<u>Roll Call:</u>	Supervisor Kozara	Present
	Clerk Fritz	Present
	Treasurer Petrowski	Present
	Trustee Dudek	Present
	Trustee Douglas	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:

Oatten added to New Business: #4 Letter of resignation – Zoning Administrator. It was board consensus to accept the agenda as amended.

Public Comments: None.

Pending Business:

Kozara stated that he had asked Oatten to present options for a new police patrol vehicle. Oatten stated that while he had not heard back from his contact at Chevrolet, he did receive a call back from Ford. He presented information on Ford's Police Interceptor SUV model which is all-wheel drive and has a list price of \$25,283. The vehicle would be available as soon as next month. Weaver reminded the board that \$35,000 was designated in the Special Investigative Fund for a patrol car purchase for this fiscal year. Discussion followed on the additional equipment that would need to be added to the vehicle and Oatten stated that the designated funds should be sufficient to cover the cost. It was moved by Petrowski and supported by Douglas to have Oatten obtain additional information on the Ford Interceptor police patrol vehicle and bring back to the October 24 meeting for approval. There being all ayes, the motion carried.

New Business:

Oatten presented a request from Saginaw County 911 Authority asking for participation from the Fire Department in purchasing and maintaining a new emergency reporting software system to replace the current one that is no longer supported. Currently, twelve fire departments are interested in sharing the cost of purchasing the software. With the cost-sharing, Carrollton Township would have an up-front cost of \$2,601.43 to purchase the software and an annual maintenance cost of \$327.95. If more agencies decide to join, these costs would lower. It was moved by Fritz and supported by Dudek to approve the Emergency Reporting Agreement with Saginaw County 911 Authority as presented (copy attached). There being all ayes, the motion carried.

Board members reviewed the lead and copper test results for Carrollton's drinking water (copy attached). Oatten explained that there were five test sites in the Township that are tested and the results sent to the State of Michigan every three years. Carrollton Township's test levels were far below the State's action levels for lead and copper at all five test sites confirming our drinking water is safe and does not require any additional treatment.

It was moved by Douglas and supported by Petrowski to accept the letter of resignation (copy attached) from Code Enforcement Officer Tom Czerniak effective October 4, 2016. There being all ayes, the motion carried. Discussion was held on filling the vacant position. Oatten stated that Czerniak would be attending court hearings for at least two pending cases and he would bring options on filling the vacancy to the next board meeting.

Oatten stated that he had received a letter of resignation from Zoning Administrator Pat Killingbeck (copy attached) with a 30-day notice (effective November 15). Much discussion followed. It was board consensus to have the Personnel Committee meet with Ms. Killingbeck to obtain more information on her reasons for resigning. Planning Commission Chair Gary Sobek would also be invited to attend the meeting scheduled for Tuesday, October 11 at 3:30 p.m.

Public Comments:

Joe Loperena, 1118 Cass, informed the board that he had received derogatory comments from a Township employee. He was very upset and asked if he could speak with Oatten after the meeting. Mr. Loperena also asked why every time he applies to work for the Recreation programs, his application is overlooked. He desired to apply for a coaching position for the upcoming basketball season, but would like his application to be considered fairly. Discussion followed. Kozara stated that he would have Oatten speak to the Recreation Chairperson to discuss further.

Jamie Westphal, 501 Pioneer Trail, asked why the Zoning Administrator was allowed 30 days' notice for resigning. Response: because that is the terms of her employment contract with the Township. Ms. Westphal asked if the drinking water test results would be available to the public. Oatten stated that he would look into posting them in the next utility bill newsletter and/or the Community Connection. Ms. Westphal stated that by sharing on both the Township and Neighborhood Watch's Facebook pages, a larger audience would be reached.

Director Updates:

Oatten stated that with the fiscal year being half-way completed as of September 30, he had met with the department heads to review budgets. Other than a few minor adjustments, there were no major areas of concern. Discussion followed.

Board Comments:

Petrowski reminded everyone that the next board meeting was in two weeks (Oct 24) due to the last Monday of the month being Halloween.

Douglas stated that the Voter Information Night was scheduled for Tuesday, November 1, 2016 at Carrollton Middle School. He encouraged all to attend.

Kozara stated that MTA was providing a seminar in Frankenmuth for newly elected officials. He advised the two audience members that would be taking office in November to get more information from Weaver as it was an excellent class.

Adjournment:

It was moved by Dudek and supported by Petrowski to adjourn. There being all ayes, the meeting adjourned at 6:25 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Phil Abney	227 W. Lynn
Jamie Westphal	501 Pioneer Trail
Rose King	3427 N. Michigan
Joe Loperena	1118 Cass