

**CARROLLTON TOWNSHIP BOARD
REGULAR MEETING
Monday, March 27, 2017**

<u>Roll Call:</u>	Supervisor Abney	Present
	Clerk Fritz	Present
	Treasurer Petrowski	Present
	Trustee Douglas	Present
	Trustee Westphal	Present

There being a full board, Supervisor Abney called the meeting to order at 5:30 p.m. Also in attendance: Director Craig Oatten, Office Manager Megan Weaver, DPW Superintendent Mark Pilkington and Fire Chief Bob Tetloff.

Acceptance of Agenda:

Weaver stated that New Business item #17 could be removed from the agenda. It was board consensus to accept the agenda as amended.

Public Comments: None.

Recognition:

Township Board members recognized and thanked L.J. Brownlee for 5 years of service with the Carrollton Township Fire Department with a certificate presentation.

Abney stated that Robert Gubody was celebrating 55 years with the Carrollton Township Fire Department. He asked Weaver to send the certificate to Mr. Gubody.

Approval of Minutes:

It was moved by Petrowski and supported by Douglas to approve minutes for: February 27, 2017 - regular meeting, March 6, 2017 – special meeting, March 13, 2017 – departmental meeting, March 20, 2017 - Public Hearing for 2017 Tax Levies, and March 20, 2017 – Public Hearing for FY 2017-2018 Township Budgets as presented. There being all ayes, the motion carried.

Correspondence:

It was moved by Petrowski and supported by Westphal to receive and file the correspondence as listed for March 2017. There being all ayes, the motion carried.

Accounts Payable:

It was moved by Douglas and supported by Petrowski to approve the March Accounts Payable for the amount of \$188,153.20. There being all ayes, the motion carried.

Committee/Commission/Board Reports:

Fire Chief Tetloff informed the board that as of March 24, Engine #7 was out of service until further notice. He also noted that Thomas Cheslik was resigning from the Fire Department due to personal reasons.

Fritz asked Oatten if a sweep of the Township was planned to tag junk vehicles. Oatten stated that Officer Kellett (School Resource Officer) would be tagging vehicles this week while the school was closed for spring break. Abney asked the status of both 3040 Jackson and 361 Lynn (house fires). Oatten responded that the demolition permit had been pulled for 3040 Jackson and Consumers Energy was supposed to turn off services that day. As for 361 Lynn, there is still an active arson investigation, so nothing can be done with that property until that is completed.

DPW Superintendent Pilkington stated that he was working with the Saginaw County Road Commission on the final list of possible road projects. He was still waiting on estimates of cost. He also informed the board that the seasonal DPW laborer would be starting April 10. Also, the school's "Senior to Senior" group would be assisting in cleaning up the parks again this year. Discussion followed.

New Business:

It was moved by Douglas and supported by Abney to adopt the following resolutions for the 2017 tax year levies: (1) Resolution #2017-01 for Fire Protection Assessment District – 2.0 mills; (2) Resolution #2017-02 for Police Special Assessment District – 9.2 mills; and (3) Resolution #2017-03 for Garbage Removal Special Assessment District - \$150.00 per housing unit (copies attached).

Roll call:	Abney	Yes
	Petrowski	Yes
	Westphal	Yes
	Douglas	Yes
	Fritz	Yes

There being all ayes, the resolutions were declared adopted.

It was moved by Abney and supported by Westphal to adopt Resolution #2017-04 Carrollton Township General Appropriations Act for the General Fund FY 2017-2018 budget (copy attached).

Roll call:	Petrowski	Yes
	Westphal	Yes
	Douglas	Yes
	Fritz	Yes
	Abney	Yes

There being all ayes, the resolution was declared adopted.

It was moved by Douglas and supported by Petrowski to adopt the following FY 2017-2018 budgets:

Fire Operating/Maintenance Fund	\$184,094
Police Operating/Maintenance Fund	\$739,558
Garbage/Trash Collection Fund	\$354,311
Building/Inspections Fund	\$18,417
Special Investigative Fund	\$750
Recreation Fund	\$52,592
Sewer O&M Fund	\$933,560
Water O&M Fund	\$805,008

Roll call:	Westphal	Yes
	Douglas	Yes
	Fritz	Yes
	Abney	Yes
	Petrowski	Yes

There being all ayes, the motion carried.

It was moved by Abney and supported by Douglas to set the meeting schedule for FY 2017-2018; authorize the hiring of engineers and attorneys as needed for FY 2017-2018; and authorize the selling of Township-owned properties and the purchasing of additional properties as determined by the Carrollton Township Board. There being all ayes, the motion carried.

It was moved by Fritz and supported by Westphal to cancel the April 10, 2017 Departmental Meeting for lack of quorum due to Abney, Fritz and Westphal attending the Michigan Townships Association's annual conference in Lansing that week. There being all ayes, the motion carried.

It was moved by Fritz and supported by Abney to adopt Resolution #2017-05 for Designation of Depositories (copy attached).

Roll call:	Douglas	Yes
	Fritz	Yes
	Abney	Yes
	Petrowski	Yes
	Westphal	Yes

There being all ayes, the resolution was declared adopted.

It was moved by Fritz and supported by Douglas to set the annual firefighter wage scales for FY 2017-2018:

On-call Firefighters	\$35,432
Truck Mechanic	600
Fire Chief	4,528

Deputy Fire Chief	1,855
Assistant Fire Chief	1,583
Captains (2 @ \$1,177)	2,354
Lieutenant (2 @ \$911)	1,822
Safety Officer	695

There being all ayes, the motion carried.

It was moved by Fritz and supported by Petrowski to approve the Carrollton Township FY 2017-2018 Fee Schedule as presented (copy attached). There being all ayes, the motion carried.

It was moved by Petrowski and supported by Fritz to approve the brush pickup dates for 2017 as follows (but be subject to change):

- April 24
- May 22
- June 26
- August 21
- September 25
- October 23

There being all ayes, the motion carried.

It was moved by Douglas and supported by Westphal to receive and file the annual report from the Carrollton Township Planning Commission for FY 2016-17 (copy attached). There being all ayes, the motion carried.

It was moved by Abney and supported by Fritz to receive and file the delinquent personal property tax report as of March 27, 2017 (copy attached). There being all ayes, the motion carried.

Weaver presented a request from Raymond McKay to purchase Township-owned property located at 3700 Cleveland (2 parcels), 3700 Roosevelt (2 parcels) and 3600 Taft (1 parcel). Altogether, a total of five parcels containing 84 lots would be up for bid. She then reviewed the Township's policy pointing out that the minimum bid must not be less than the fair market value. Discussion followed. It was moved by Fritz and supported by Petrowski to set the minimum bids for the following requested properties:

- 3700 Cleveland (11-12-4-05-1312-000) \$6,960
- 3700 Cleveland (11-12-4-05-1248-000) \$8,225
- 3700 Roosevelt (11-12-4-05-1209-000) \$6,960
- 3700 Roosevelt (11-12-4-05-1146-000) \$6,960
- 3600 Taft (11-12-4-05-1092-000) \$12,210

There being all ayes, the motion carried. Weaver stated that the bid notice would run in the Saginaw News as well as sent to all property owners adjacent to the land requested. Bids will be due by 5:00 p.m. on Monday, April 24, 2017 and bids would be opened at the regular meeting

held at 5:30 p.m. that same day.

Weaver presented the conditional rezone agreement between Carrollton Township and S&C Holdings that was approved by the Planning Commission on February 16, 2016. She explained that due to some confusion between the zoning administrator and her office staff, the rezone had not been forwarded to the Township Board last year for approval. Discussion followed. It was moved by Petrowski and supported by Douglas to approve the conditional rezone for 3955 Bauer Dr. (#11-12-4-12-2704-000) from R-3 (Residential: Intensive) to B-2 (Business: Neighborhood) with condition of mini storage units as per drawing and application with approved site plan. There being all ayes, the motion carried.

Board members reviewed three quotes for a new tailgate salt spreader for the DPW (attached). It was moved by Fritz and supported by Douglas to approve the low bid from Hoffman’s Power Equipment, Inc. for a Snow Ex-Mini Pro 575 Tailgate Spreader in the amount of \$1,400. There being all ayes, the motion carried.

Oatten presented a quote from Signature Ford for a new patrol vehicle for \$30,205 which included a 5-Year Premium Care warranty (copy attached). Discussion followed. It was moved by Abney and supported by Fritz to purchase a 2017 Ford Police Interceptor Utility AWD vehicle from Signature Ford in Owosso for \$30,205. Abney requested a roll call vote.

Roll call:	Westphal	Yes
	Douglas	Yes
	Fritz	Yes
	Abney	Yes
	Petrowski	Yes

There being all ayes, the motion carried.

Executive Session:

It was moved by Petrowski and supported by Westphal to enter into executive session to discuss Director Oatten’s performance evaluation. There being all ayes, the meeting closed at 6:41 p.m.

It was moved by Fritz and supported by Petrowski to come out of executive session. There being all ayes, the opened at 7:58 p.m.

Public Comments:

Paulette Giltrop, 2930 Eddy, gave a recap of the Neighborhood Watch meeting held on March 14. She was waiting for Oatten to proof the meeting minutes and as soon as she had them back, she would forward to the board members. Ms. Giltrop stated that Dolores Edwards was retiring as recording secretary of the Neighborhood Watch.

Joe Loperena, 1529 Maine St., thanked the Township for hiring him as a crossing guard. He stated that the guard that crosses children in front of the elementary school was not doing her job properly

and he asked Oatten to take a look as someone was going to get hurt. Mr. Loperena apologized to Trustee Westphal for the comments he made to her at a past Recreation event. He stated that he was out of line and he hoped she would accept his apology.

Director Comments/Updates:

Oatten informed the board that he had submitted a letter to the DEQ stating there were no objections to the demolition of the existing home and the construction of a new home on the same lot located at 1435 Mapleridge.

Oatten stated that Attorney Campbell notified him that Turner Construction (3355 Reserve) was taken to court for their violations and the judge ruled in the Township's favor.

Board Comments:

Douglas stated that with the planting season coming, the Township should get everything ready for the proposed community garden. He also informed everyone that the Lions Road Race was scheduled for Saturday, April 8 at 9am.

Fritz informed Abney and Westphal that Spicer Group wished to take them to dinner during the MTA Annual Conference on Tuesday, April 11.

Petrowski thanked Oatten for his patience with the performance evaluation process.

Westphal thanked Loperena for his apology. She stated that the annual community clean-up day was scheduled for Saturday, May 6 with a rain date of Saturday, May 20.

Abney thanked Oatten for all of his input during the evaluation process and looked forward to working with him.

Adjournment:

It was moved by Westphal and supported by Petrowski to adjourn. There being all ayes, the meeting adjourned at 8:16 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Scott Machette	125 Mapleridge
Rose King	3427 N. Michigan
Brian Sweatland	3504 Church
Frank Rivette	534 Nylon
Bret Sundeck	1250 Flanders
Paulette Giltrop	2930 Eddy
L.J. Brownlee	3688 Jefferson
Joe Loperena	1529 Maine St.