

**CARROLLTON TOWNSHIP BOARD
DEPARTMENTAL MEETING
Monday, November 13, 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 and Office Manager Megan Weaver.

Acceptance of Agenda:

It was moved by Petrowski and supported by Fritz to accept the agenda as presented. There being all ayes, the motion carried.

Public Comments: None.

Pending Business:

Oatten discussed the information he received from neighboring communities reference the inspection of rentals. Much discussion followed on how in-depth the Township would get in doing inspections and the related costs. It was board consensus to have Oatten discuss with the Township's attorney and obtain a legal opinion on what can and cannot be inspected.

New Business:

It was moved by Douglas and supported by Abney to adopt Resolution #2017-14 amending the General Fund FY 2017-18 Budget by adding \$4,383 in revenues and \$22,877 in expenses (copy attached).

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

There being all ayes, the resolution was declared adopted.

It was moved by Fritz and supported by Westphal to approve Change Order No. 3 (copy attached) for the Carla Drive Water Main Replacement Project – Phase II for an additional amount of \$2,668.40. There being all ayes, the motion carried.

Oatten presented information from Saginaw County Public Works Commissioner Brian Wendling reference the Universal Drain Drainage District notices that will be going out to

Township residents in the coming week. He explained that the Universal Drain District is comprised of over 30 separate storm water drainage districts and a majority of residents will receive more than one notice. Because of the legal requirements in notifying residents, it becomes very confusing and Commissioner Wendling assured Oatten to route all calls to his office as his staff is well versed in explaining the process.

Weaver explained to the board that she was waiting for a quote from Netsource One to replace one of Township's three servers. She further explained that when she attempted to update the Badger Meter reading software for the water/sewer billing, the server that houses the software was too old to load the upgrades. Weaver planned on replacing all three servers over the next three fiscal years; however, the Badger Meter software must be upgraded in order to bill the residents accurately and she asked the board to allow her to replace one of the servers now. Discussion followed. Weaver estimated that the new server will cost between \$3,000 and \$5,000 and once the quote was received from Netsource One, she would like to get it ordered right away. It was moved by Fritz and supported by Petrowski to approve the purchase of a new server from Netsource One for a not-to-exceed amount of \$5,000. There being 4 ayes and 1 nay (Abney), the motion carried.

Public Comments:

Rose King, 3427 N. Michigan, asked about a group home located on Cecelia and why it was able to still be operating after numerous complaints. Oatten responded that the State of Michigan oversees group homes and he would look into it.

Director Updates/Comments:

Oatten reported that the training for the Red Cross smoke detector program was completed on November 1.

Oatten informed the board that the brand new sidewalk on Carla Dr. (from the water main replacement project) had been damaged from the farmer harvesting his crops over the weekend. He would be notifying the contractor as the sidewalk was supposed to be 8" thick in certain locations knowing that the farm equipment would be entering/exiting near there.

Board Comments:

Westphal stated that some of the Recreation Committee members received CPR training from Firefighter Bill Weaver and they have funds in their budget to pay for the class. It was moved by Westphal and supported by Petrowski to approve the payment for CPR training and books/cards for the Recreation Committee members. There being all ayes, the motion carried.

Douglas outlined the schedule and plans for the Lions Club Food Drive. The kick-off event will be held on Wednesday, December 6 at the Skyway Plaza parking lot. The Carrollton Township Fire Department will be collecting food donations from 3-6pm. Douglas stated that he would forward the information to Weaver so she could make up a flyer to advertise the event. Collection sites at both the schools and the township will receive donations until mid-December and then students and volunteers will assemble the food boxes for roughly 80 families that are in

need. The boxes will be ready for families to pick up at the Township Office on Wednesday, December 20 from 2-6pm. Douglas thanked everyone for their input and cooperation.

Abney asked Weaver to extend an invitation to the Planning Commission to set up a joint meeting with them.

Adjournment:

It was moved by Westphal and supported by Fritz to adjourn. There being all ayes, the meeting adjourned at 7:29 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Rose King 3427 N. Michigan