

**CARROLLTON TOWNSHIP BOARD
REGULAR MEETING
Monday, February 22, 2021**

Via Zoom Webinar

<https://us02web.zoom.us/j/83204101484?pwd=UTdBN0N3Tnk0RUZnVy9CMHM3RzZkZz09>

Passcode: 031205

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

There being a full board, Supervisor Abney called the meeting to order at 5:32 p.m. Everyone was in attendance via Zoom including Director Craig Oatten, Office Manager Megan Weaver, DPW Superintendent Don Sumption and Fire Chief Bob Tetloff.

Acceptance of Agenda:

Weaver requested to add to New Business: #8 – Quote for Exhaust Hoses and #9 – Recreation Committee Appointments. It was moved by Douglas and supported by Fritz to accept the agenda as amended. There being all ayes, the motion carried.

Employee Recognition:

Board members recognized General Office Clerk Mary Corcoran for her 20 years of service.

Public Comments:

State House Representative Amos O’Neal introduced himself to the board members and thanked everyone for their support during his campaign. He stated that he relied on the local board members to communicate their needs to him, and he would attend meetings when he could. He asked the board to contact him whenever the need arose. Board members thanked Mr. O’Neal for attending.

Approval of Minutes:

It was moved by Thurston and supported by Fritz to approve minutes for: January 25, 2021 – regular and February 8, 2021 – departmental meetings as presented. There being all ayes, the motion carried.

Correspondence:

It was moved by Fritz and supported by Douglas to receive and file the correspondence as listed for February 2021. There being all ayes, the motion carried.

Accounts Payable:

It was moved by Thurston and supported by Abney to approve the February Accounts Payable in the amount of \$326,023.78. There being all ayes, the motion carried.

Quarterly Investment Report:

It was moved by Douglas and supported by Thurston to receive and file the Quarterly Investment Report for December 31, 2020. There being all ayes, the motion carried.

Committee/Commission/Board Reports:

Oatten presented the newly amended Use of Force Policy for the Police Department. The main change to the policy was that choke holds are now prohibited unless it is a matter of life and death situation.

Sumption stated that the MS-4 Permit had been completed for the Township and posted for public viewing.

Pending Business:

Supervisor Abney opened up discussion with the CAVS Committee members that were present: Scott Hare and Loren Fischer.

Oatten outlined the Township's tentative plan to chip/seal all the roads in the northern section of the Township as the Saginaw County Road Commission (SCRC) would be working on the primary roads this spring including: Schust, Mapleridge, Venoy and Tittabawassee. The chip/seal of the primary roads would be funded 100% by the SCRC.

The non-primary roads chosen for chip/seal by Oatten and Sumption were: Schust (from N. Michigan west to the dead end), Stork, Crescent, Kelly, Lorraine (from Schust to the north), Cadillac, Alura, Flanders, Sally, Savoy, Cherokee, Hiawatha, and Chickasaw Trail. These projects would be funded with a 50/50 match of annual allocation dollars provided by SCRC. The new road millage would be funding the allocation dollars beginning in Fiscal Year 2021-2022.

The CAVS Committee had originally chosen eight roads for millage funded projects. After much discussion, everyone was in consensus to choose Skyhaven Court and Atlanta for the 2021 projects. Other high-priority roads on the list were Reserve and Madison. Mr. Hare mentioned that the drainage problem on Madison needs to be corrected first before even thinking about replacing the road. Mr. Fischer stated that while the wish-list was big, it was important to start somewhere and both Skyhaven and Atlanta would be very visible to the residents that voted for the millage. More discussion followed.

Weaver reported that the current balance of delinquent water/sewer bills was \$56,518.25 which was an increase of over \$4,400 from the last meeting on February 8.

Abney presented an example of an aluminum sign for the proposed Adopt-A-Road program which would cost approximately \$80. Discussion was held on the Township beginning a program and Weaver stated she would have to contact the auditor reference the use of funds for such program. Discussion followed.

Mr. Hare stated that the Saginaw County Road Commission already had an Adopt-A-Road program. They supply the vests, garbage bags and posted signs for those that sign-up and a two-year commitment was required. Mr. Hare would send the County program information to Oatten.

New Business:

It was moved by Douglas and supported by Abney to open the virtual public hearing at 6:40 p.m. for the Michigan Department of Natural Resources (MDNR) Trust Fund grant application for the construction of the Carrollton Iron Belle Trailhead. There being all ayes, the motion carried.

Oatten reviewed the proposed Carrollton Iron Belle Trailhead project to be located at 4400 Lorraine (near the intersection of Schust and Mapleridge). The project outline included:

- New bituminous surfaced parking lot and drainage improvements
- New concrete sidewalk
- A bike repair station and bike parking
- A Port-a-John structure
- Fencing
- Trees and landscaping
- A Kiosk showing the Iron Belle Trail Route
- Park benches
- Entry Sign

The MDNR grant application was for \$134,500 and Carrollton Township would be responsible for \$17,700 match as well as a carry-over of \$40,000 from the first Iron Belle Trail Grant received in 2019. If awarded, the Iron Belle Trailhead Project would occur in 2022.

There were no public comments.

It was moved by Fritz and supported by Westphal to close the public hearing. There being all ayes, the public hearing closed at 6:45 p.m.

It was moved by Thurston and supported by Douglas to adopt Resolution #2021-04 approving submittal of grant application to the MDNR for the Iron Belle Trailhead Project (copy attached).

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

There being all ayes, the resolution was adopted.

Three quotes for two garage door openers for the Fire Station were presented. Chief Tetloff recommended the low bid from M&R Garage Door & Openers. Discussion followed. It was moved by Abney and supported by Thurston to approve the quote from M&R Garage Door & Openers for two commercial door openers and installation for \$3,460 (copy attached). There being all ayes, the motion carried.

Sumption presented the revised By-Laws for the Northwest Utilities Authority (NWUA). He recommended the board adopt them as presented. It was moved by Abney and supported by Thurston to adopt the Amended By-Laws and Rules of Procedure for the Northwest Utilities Authority (copy attached). There being all ayes, the motion carried.

It was moved by Abney and supported by Fritz to set a Special Meeting via Zoom for Thursday, March 4, 2021 at 5:30pm for a Budget Workshop and Monday, March 22, 2021 for the Fiscal Year 2021-2022 Budget and Special Assessment Public Hearings. There being all ayes, the motion carried.

It was moved by Fritz and supported by Abney to appoint Jeff Boensch to the Board of Review with a term ending 12/31/2022 and move Paul Steinke to Alternate Member with a term ending 12/31/2022. There being all ayes, the motion carried.

It was moved by Thurston and supported by Abney to adopt Resolution #2021-05 Allowing Appeals for the March Board of Review by letter or email (copy attached).

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

There being all ayes, the resolution was adopted.

Tetloff presented a quote from MagneGrip Group for four exhaust hoses for the Fire Station Garage. Discussion followed. Weaver explained that while the Fire Station needs a whole new exhaust system; they were currently building up designated reserves to purchase one that would cost approximately \$50,000. Purchasing the hoses would at least alleviate some of the issues in the meantime. It was moved by Abney and supported by Thurston to approve the quote from MagneGrip for the hoses and shipping in the amount of \$1,610 (copy attached). There being all ayes, the motion carried.

It was moved by Fritz and supported by Douglas to reappoint Darrick Matthews and Ricardo Rios to the Recreation Committee with terms ending 02/22/2024. There being all ayes, the motion carried.

Public Comments: None.

Director Comments/Updates:

Weaver asked the board members if, due to the COVID-19 guidelines, they wanted the Township Office to remain closed to public walk-ins and her staff continue working on rotation. She had reached out to some of the neighboring townships and most of them were fully open as of February 1 or had plans to open on March 1. Discussion followed.

Douglas asked Weaver what her recommendation was. Weaver replied that with the last day of tax collection being Monday, March 1, as well as the doors being closed since November 16, 2020; she felt it was time to open back up to serve the residents in-person. Discussion followed. It was moved by Douglas and supported by Westphal to open the Township Office to the public and have full office staff report on Monday, March 1, 2021. There being all ayes, the motion carried.

Board Comments:

Fritz discussed the proposed road projects. He asked if there were leftover millage collections after the projects were paid for, would it carry over to the next year. Weaver responded that the road millage monies were accounted for and tracked within their own fund. Those monies are restricted to stay in that fund if they are unused during a fiscal year and would carry over to subsequent fiscal years.

Douglas thanked the CAVS Committee members for attending the meeting. He mentioned that Bill Feriend had a scheduling conflict, otherwise he would have attended as well. Douglas also thanked Mr. O'Neal for attending.

Abney thanked everyone for the great discussion on the road projects.

Adjournment:

It was moved by Thurston and supported by Westphal to adjourn. There being all ayes, the meeting adjourned at 7:31 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance virtually:

State House Representative Amos O'Neal
Scott Hare
Loren Fischer