

**CARROLLTON TOWNSHIP BOARD  
REGULAR MEETING  
Monday, March 29, 2021**

**Via Zoom Webinar:**

<https://us02web.zoom.us/j/83773962965?pwd=d29nUWFuVlpaakNWS000UGJ4NmtDUT09>

**Passcode: 037691**

<b><u>Roll Call:</u></b>	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 5:37 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 remove New Business Items #14 and #15. It was moved by Douglas and supported by Fritz to accept the agenda as amended. There being all ayes, the motion carried.

**Public Comments:** None.

**Approval of Minutes:**

It was moved by Thurston and supported by Fritz to approve minutes for: February 22, 2021 - regular meeting, March 4, 2021 – special meeting, March 8, 2021 – departmental meeting, March 22, 2021 - Public Hearing for 2021 Tax Levies and March 22, 2021 Public Hearing for FY 2021-2022 Township Budgets as presented. There being all ayes, the motion carried.

**Correspondence:**

It was moved by Westphal and supported by Thurston to receive and file the correspondence as listed for March 2021. There being all ayes, the motion carried.

**Accounts Payable:**

It was moved by Douglas and supported by Thurston to approve the March Accounts Payable in the amount of \$173,698.21. There being all ayes, the motion carried.

**Committee/Commission/Board Reports:**

Board reports were reviewed. There were no financial requests.

Abney asked Oatten to please put a push on tagging vehicles with no plates. He had noticed a lot of them while driving around the township recently. He also asked that the code enforcement

officer check out the roll of carpet at 3033 N. Michigan that has been sitting at the curb for two months.

Sumption stated that the seasonal laborer, Raul Garza, would be returning to work on Monday, April 5.

Board members commended Sumption and the DPW for their quick cleanup of the graffiti at Hanchett Park.

**Pending Business:**

Oatten stated that the prep work for the Atlanta Road project was continuing as scheduled. Trees had been removed and while some residents opted to keep the wood from the downed trees; they could not handle the size of the logs, so Saginaw County Road Commission agreed to remove it for them. Oatten reminded the board that the letter from the Township sent out to those residents clearly stated that the wood would be cut into 6’ – 8’ lengths.

Weaver stated that due to the office being shut down because two of her staff tested positive for COVID-19, she did not have a current balance of the delinquent water/sewer bills available. She did know that approximately 110 delinquent accounts were due to be turned off on Monday, April 5, 2021; however, due to the office being closed to the public and no staff reporting, she requested the shutoffs be postponed until she and her staff returned. Discussion followed. It was board consensus to postpone the shutoffs until staff returned to the office to process payments and schedule turn-ons.

Weaver informed the board that the water millage refunds were being created and processed; however, it was more than likely that the checks would not be issued until the month of April. She would be amending the Fiscal Year 2021-2022 Water Fund Budget to reflect this. Discussion followed.

Abney stated that he had contacted the resident on Stinson about canvassing his neighborhood to possibly create a special assessment district to finance the sewer lateral project. Abney said the resident was unsure if he wanted to pursue that. Discussion followed. Abney asked Sumption to get him the number of houses that would be a part of the possible project.

Discussion was held on the proposed Saginaw County Road Commission’s Adopt-A-Road Program. It was board consensus to have Weaver create the registration forms and require a minimum of two people to adopt a road and commit to two separate pickup dates annually.

**New Business:**

It was moved by Abney and supported by Thurston to adopt the following resolutions for the 2021 tax year levies: (1) Resolution #2021-06 for Fire Protection Assessment District – 3.0 mills; (2) Resolution #2021-07 for Police Special Assessment District – 8.95 mills; and (3) Resolution #2021-08 for Garbage Collection Special Assessment District - \$185.00 per housing unit (copies attached).

Roll call:      Abney            Yes  
                    Thurston            Yes

Douglas	Yes
Westphal	Yes
Fritz	Yes

There being all ayes, the resolutions were declared adopted.

It was moved by Douglas and supported by Abney to adopt Resolution #2021-09 Carrollton Township General Appropriations Act for the General Fund FY 2021-2022 budget (copy attached).

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

There being all ayes, the resolution was declared adopted.

It was moved by Abney and supported by Westphal to adopt the following FY 2021-2022 budgets:

Municipal Street Fund	\$405,527
Fire Operating/Maintenance Fund	\$196,535
Police Operating/Maintenance Fund	\$775,237
Garbage/Trash Collection Fund	\$425,908
Building/Inspections Fund	\$18,840
Special Investigative Fund	\$250
Recreation Fund	\$27,404
Sewer O&M Fund	\$1,053,321
Water O&M Fund	\$909,706

There being all ayes, the motion carried.

It was moved by Abney and supported by Fritz to set the meeting schedule for FY 2021-2022 but be subject to change; to authorize the hiring of engineers and attorneys as needed for FY 2021-2022 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 Thurston to adopt Resolution #2021-10 for Designation of Depositories (copy attached).

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

There being all ayes, the resolution was declared adopted.

It was moved by Abney and supported by Thurston to set the annual firefighter wage scales for FY 2021-2022:

On-call Firefighters	\$74,847
Truck Mechanic	\$800
Fire Chief	\$4,948
Deputy Fire Chief	\$2,027
Assistant Fire Chief	\$1,729
Captain (2 @ \$1,285)	\$2,570
Lieutenant (2 @ \$995)	\$1,990
Safety Officer	\$759

There being all ayes, the motion carried.

It was moved by Westphal and supported by Douglas to approve the following wage increases: (1) Seasonal DPW Laborer Raul Garza from \$12.00 to \$12.50 per hour; (2) Building Inspector Jim Gray's annual salary from \$7,200 to \$7,416 (3%); and Assessor David Cook's annual salary from \$23,103 to \$23,796 (3%). There being all ayes, the motion carried.

It was moved by Abney and supported by Douglas to approve the Carrollton Township FY 2021-2022 Fee Schedule as presented (copy attached). There being all ayes, the motion carried.

It was moved by Abney and supported by Thurston to approve the brush pickup dates for 2021 as follows (but be subject to change):

- April 19
- May 24
- June 21
- August 23
- September 20
- October 25

There being all ayes, the motion carried.

It was moved by Thurston and supported by Douglas to receive and file the delinquent personal property tax report as of March 31, 2021 (copy attached).

It was moved by Abney and supported by Westphal to approve the recommendation from the Planning Commission to rezone 234 Walnut (PIN 11-12-4-05-0242-000) from R-1 (Residential: Low Density) to B-3 (Business: Community). There being all ayes, the motion carried.

**Public Comments:** None.

**Director Comments/Updates:**

Oatten stated that he and Abney met with representatives from the Saginaw Transit Authority and Regional Services (STARS) about possibly having their bus system operate in Carrollton Township. Unfortunately, the annual cost to the Township would be \$150,000 which was cost prohibitive for the General Fund. Discussion followed. Oatten stated that he would share STARS' Dial-A-Ride program information in the front lobby for residents.

Much discussion was held on the Federal COVID-19 stimulus funds that would be distributed to Carrollton Township. Oatten stated that there would be specific rules on how and where the money can be spent. He did know that the funds could not be spent on pension funding or road projects and he would like the board to consider using the money for the State-mandated water lead line identification and replacement. More discussion followed.

**Board Comments:**

Douglas thanked the Fire and Police departments for their participation in the Lions Club Easter Egg Hunt held on March 27 at Stoker Park.

Thurston asked if the pavilions at the township parks were rented out. Response: No, they are utilized on a “first come, first served” basis. She explained that maybe it was something to explore doing. Especially since the pandemic started, people are looking to hold events outside where possible. Weaver stated that she would look into the specifics and bring back some ideas to the next meeting.

**Adjournment:**

It was moved by Fritz and supported by Westphal to adjourn. There being all ayes, the meeting adjourned at 7:09 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance: None present.