

**CARROLLTON TOWNSHIP BOARD
REGULAR MEETING
Monday, April 26, 2021**

Via Zoom Webinar:

<https://us02web.zoom.us/j/85380131635?pwd=RFYdDlPcG5xc09Gb1ZaQVRwKy9odz09>

Passcode: 042675

<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 5:30 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:

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

Public Comments: None.

Approval of Minutes:

It was moved by Douglas and supported by Fritz to approve minutes for: March 29, 2021 - regular meeting and April 12, 2021 – departmental meeting. There being all ayes, the motion carried.

Correspondence:

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

Accounts Payable:

It was moved by Thurston and supported by Douglas to approve the April Accounts Payable in the amount of \$168,159.92. There being all ayes, the motion carried.

Committee/Commission/Board Reports:

Tetloff sent a thank you note to Ben Holm, property owner of 3057 Carrollton Rd. The house was scheduled to be demolished and he allowed the Carrollton Township Fire Department to execute training there.

Oatten informed the board that Officer Kaylor was currently in range instructor training.

Oatten reported that the DEA Drug Drop Off Event held on April 24 took in 63 pounds of unused/unwanted pills – the most ever received.

Abney asked about the complaints on Facebook about the kids causing trouble in the township. Oatten stated that the kids were currently on probation and residents need to call 9-1-1 so we can keep documenting violations. The next action would be lodging them at the Juvenile Detention Center if they violate probation. Discussion followed.

Sumption reported that the Township’s Water Risk and Resilience Assessment had been certified by the Environmental Protection Agency (EPA).

Sumption stated that the damaged slide at Hanchett Park was blocked off and he was obtaining a quote for a replacement slide from Sinclair Recreation. He would bring it to the board when it was received.

Pending Business:

Abney asked Oatten to reach out to the owner of Carrollton Center (Skyway Plaza) and suggest that when the Skyhaven road project starts in mid-June, that they work on cleaning up their parking lot.

Weaver informed the board that the amount of delinquent water/sewer bills stood at just over \$59,000. The DPW would be shutting off water service on Monday, May 3, 2021 for the first time since the COVID-19 pandemic began in March 2020. She further explained that there were approximately 24 accounts with final bills that had not been paid dating back to September 2020. Weaver does not want those services shut off on May 3 as the final bills have been outstanding for so long and new owners/renters at those residences would be shut off as the delinquent amount stays with the property. She asked the board’s permission to keep those services on for those accounts to give her time to reach out to those new owners and/or landlords to get payment for the final bills. Discussion followed. It was board consensus to allow so.

Weaver presented a resolution addressing the refund of the water improvement charges that helped pay for the 1998 Water Systems Improvement Project bonded through Saginaw County Public Works. Much discussion followed.

It was moved by Abney and supported by Thurston to adopt Resolution #2021-11 authorizing the refund of excess dollars left over from the collection of the water improvement charge to users of the Carrollton Township water system (as of March 31, 2018) that do not pay property taxes (copy attached).

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

There being all ayes, the resolution was adopted.

Weaver presented the application permit for the Adopt-A-Road program. Permits will be issued to a group of at least two people on an annual basis and the group must choose two dates during the year to pick up trash on the road that they choose. There would not be a permit fee and the Township will provide the road sign stating the name of the group who adopted the road. Discussion followed. It was moved by Abney and supported by Westphal to approve the Carrollton Township Adopt-A-Road Program Permit Application as presented. There being all ayes, the motion carried.

New Business:

It was moved by Abney and supported by Douglas to approve the Agreement for Services with Saginaw Future for 2021 in the amount of \$1,800 (copy attached). There being all ayes, the motion carried.

Abney added an agenda item – Oatten’s Performance Evaluation. Fritz read a summary of Oatten’s performance review for the record (copy attached). Discussion followed.

Abney thanked Oatten for his leadership and vision; especially during the last year with the COVID-19 pandemic. He felt that the department heads responded greatly to Oatten and they all worked well together as a team. Douglas thanked Fritz for putting together the evaluation summary.

Oatten stated that appreciated the feedback and kind words but he did not want to leave out his department heads, Weaver, Sumption and Tetloff for their hard work and the amazing job everyone did this past year while facing a pandemic and the difficulties it created. Discussion followed.

Abney made a recommendation for Oatten to receive an 8% payment-in-lieu of a raise. This equaled \$6,720 and he asked that it be rounded up to \$7,000. Douglas asked Weaver about the budget. Weaver responded that Oatten’s salary and wages are split 50/50 between the General and Police Funds and an amendment could be made. More discussion followed. It was moved by Abney and supported by Douglas to approve a \$7,000 payment-in-lieu of a raise for Police Chief/Township Director Craig Oatten for Fiscal Year 2021-2022. There being all ayes, the motion carried.

Public Comments: None.

Director Comments/Updates:

Oatten stated that currently, the Township Office was being staffed by two clerical workers at a time and it was not open to public walk-ins. His plan was to open back up on Monday, May 3 with full staff as water shut offs would be occurring that day. Discussion followed.

Oatten had been contacted by Carrollton Public Schools about having two food trucks for the graduating senior class and inquired about the permit and fee. The food trucks would only be serving to the graduating class and not the general public. It was board consensus to waive the Food Truck permit fee for the Carrollton High School graduating senior class event.

Board Comments:

Westphal stated that the Recreation Baseball season would be starting in May. While registration was down this year, a total of 9 teams would be participating in the T-Ball, Coach Pitch and 12U Travel team divisions.

Thurston asked if union negotiations would be occurring soon. Oatten stated that since the office had been closed due to COVID-19 cases, nothing had been scheduled and the union representative was not willing to meet via Zoom. Discussion followed.

Douglas asked Weaver if she was creating a letter to accompany the water millage and improvement charge refunds. Weaver replied that she was working on it and would have the board members proof it before sending out.

Douglas stated that the Saginaw County Health Department had visited Carrollton Village reference having a COVID-19 vaccination clinic there. Most residents had already been vaccinated and they chose not to hold an event for public vaccination there.

Adjournment:

It was moved by Thurston and supported by Fritz to adjourn. There being all ayes, the meeting adjourned at 7:04 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance: None present.