

**CARROLLTON TOWNSHIP BOARD  
DEPARTMENTAL MEETING  
Monday, July 12, 2021**

<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 5:30 p.m. Also in attendance: Director Craig Oatten and Office Manager Megan Weaver.

**Acceptance of Agenda:**

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

**Public Comments:** None.

**Pending Business:**

Oatten stated that he was not happy with the results of the railroad crossing repairs on N. Michigan as it seemed even rougher when driving over them then it did before the repairs. He contacted the road commission and they agreed. Discussion followed.

Thurston asked if Atlanta Rd. would be striped now that its completed. Oatten responded that it was not striped before the project, so it would not be. Thurston stated that she felt it needed the striping as everyone is parking incorrectly on the sides of the street and some have completely ruined the hydroseeding as well by parking on it. Discussion followed. Oatten stated that he would obtain a quote for the striping.

Oatten had checked with the attorney and an informational meeting in reference to the proposed sewer lateral project in the Skyhaven Subdivision (with special assessment district proposal) was allowed. Oatten checked with Ken Hyde at the schools to see if the Township could hold the meeting there as the Township Hall was not big enough. Hyde said the school gyms were available on any day but Mondays. Discussion followed and it was board consensus to set the date for the informational meeting as Thursday, September 16 at 6:00pm. Oatten would contact both Spicer and the schools to confirm.

**New Business:**

Oatten informed the board that he had been contacted by Kochville Township Manager Steve King about possibly having shared services with Carrollton Township. Currently, Kochville does not have a water license as they have had a change in personnel recently. Oatten had discussed with DPW Superintendent Don Sumption about possibly using his water license to assist Kochville. Sumption was not in favor of doing so as he does not know Kochville's system at all.

Thurston mentioned that Sumption had enough on his plate with the state mandates and our own water system to possibly have the time to help out Kochville. Oatten stated that King had mentioned possibly sharing police services down the road as well. Weaver mentioned that there was a new treasurer and deputy treasurer at Kochville Township, and she had been assisting them with the setup of summer tax collection and other treasury related issues. Much discussion followed.

It was moved by Douglas and supported by Abney to allow Oatten to work with Kochville Township but to not entertain any shared services agreements at this time. There being all ayes, the motion carried.

Weaver presented the application for the Coronavirus Local Fiscal Recovery Fund (CLFRF) monies under the America Rescue Plan Act (ARPA). She explained that Carrollton Township would be receiving a total of \$590,959 distributed over two years. The township had the option of accepting the funds, declining the funds and having them transferred to the State of Michigan, or declining the funds and having them distributed to other local municipalities. Discussion followed.

Oatten reminded the board that the allowed expenditures of the recovery funds were still being determined; but as discussed previously, they will probably be used for the water lead line identification and replacement mandate passed down by the State. More discussion followed. It was moved by Thurston and supported by Douglas to choose "Option 1" accepting the CLFRF funding and to have Weaver submit the required documentation to the State by the deadline of July 27, 2021. There being all ayes, the motion carried.

**Public Comments:** None.

**Executive Session:**

It was moved by Thurston and supported by Westphal to enter executive session to discuss management employment contracts.

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

There being all ayes, the meeting closed at 5:58 p.m.

It was moved by Douglas and supported by Thurston to come out of executive session. There being all ayes, the meeting opened at 6:28 p.m.

It was moved by Thurston and supported by Douglas to approve the three-year employment contract proposal with DPW Superintendent Don Sumption with a 5% salary increase beginning July 12, 2021, and then each contract year after, an \$1,800 (3%) signing bonus, and an annual unused PTO payout of up to 80 hours. Community service hours are raised to 16 hours from 8

hours annually and employee contribution to the pension program of 1% in 2021, 3% in 2022, 5% in 2023 and 6% in 2024. There being all ayes, the motion carried.

It was moved by Thurston and supported by Westphal to approve the two-year employment contract proposal with Office Manager Megan Weaver with an 8% payment-in-lieu of a raise the first year and a 6% salary increase the second year. An increase of 8 PTO hours for an annual amount of 248 hours. Community service hours are raised to 16 hours from 8 hours annually and employee contribution to the pension program of 1% in 2021, 3% in 2022, 5% in 2023 and 6% in 2024. There being all ayes, the motion carried.

It was moved by Thurston and supported by Fritz to authorize the \$1,800 signing bonus for Sumption and the 8% payment-in-lieu of a raise for Weaver to be paid by special checks. There being all ayes, the motion carried.

**Board Comments:**

Westphal stated that she had scheduled the community-wide garage sales for Thursday thru Sunday, August 5 – 7, 2021. She was looking into having food trucks locate at Skyway Plaza during the sales.

Fritz commented that he still sees a lot of blight in the Township when he is out and about. He asked how many times someone can be a repeat offender for the same violation before a ticket is issued. Oatten responded that usually after the second violation, the ticket is issued. However, during the pandemic, the courts were closed so it would be a waste of our time to issue tickets. Now that the courts are opening back up, the code enforcement officer is issuing tickets again. Much discussion followed. Thurston suggested a “cheat sheet” be provided to the board members of the different types of code violations (those enforced by police officers and those enforced by code enforcement) and the procedures for follow through. The other board members agreed that it would be helpful to them, especially when they get questions from residents.

Thurston stated that the fireworks seemed worse than any year before in her neighborhood. The amount of trash and debris left from lighting the fireworks was also excessive. She thought maybe advertising a reminder to pick up the debris would be helpful next year.

**Adjournment:**

It was moved by Thurston and supported by Westphal to adjourn. There being all ayes, the meeting adjourned at 6:56 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Rose King

3427 N. Michigan