

**CARROLLTON TOWNSHIP BOARD
DEPARTMENTAL MEETING
Monday, September 12, 2022**

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

There being a full board present, Supervisor Abney called the meeting to order at 5:30 p.m. Also in attendance: Township Director Craig Oatten and Office Manager Megan Weaver

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.

New Business:

Rob Klaczkiewicz, CPA from Smith & Klaczkiewicz PC, presented the audited financial statements for the fiscal year ended March 31, 2022. He stated that Carrollton Township received an unmodified opinion, which is the highest assurance that an audit firm can give on a municipality's financial statements. Mr. Klaczkiewicz went through some highlights and answered questions from the board members. He noted that there were no audit comments given this year and he thanked Weaver and her staff for their assistance with the audit. Discussion followed. It was moved by Thurston and supported by Douglas to receive and file the audited financial statements for the fiscal year ended March 31, 2022. There being all ayes, the motion carried.

Public Comments:

Rose King, 3427 N. Michigan, thanked the Police Department as well as the code enforcement officer for resolving a 40-year old issue that she had.

Pending Business:

Oatten informed the board that he was having his police officers cite all abandoned/junk vehicles before winter hits.

Oatten stated that he was getting the final figures from the County Road Commission for the CAVS Committee meeting the following week. Thurston asked Oatten to check out the corner of N. Michigan and Atlanta, as it was flooding pretty bad when it rained. Discussion was held on the complaints that were made on Facebook about the hydroseed that was applied after the N. Michigan road project. Most residents stated that the only thing that grew out of it was weeds.

New Business (cont'd):

It was moved by Thurston and supported by Douglas to reappoint Rose King to the Compensation Commission with a term ending 09/30/2027. There being all ayes, the motion carried.

Weaver presented cost estimates for the municipal building's rooftop heat/air conditioning units. As discussed in a previous meeting, one of the three rooftop units was replaced four years ago, and Weaver planned to use the cost estimates to start setting aside money in the General Fund to replace the other two units. Discussion followed.

Weaver presented two quotes for the replacement of the side and back entry doors to the municipal building. Discussion was held on the doors being paid for with ARPA funds. Thurston requested that a call be made to Liberty Glass to see if they would extend their quote from 30 days to 45 days like the other vendor (Bay Glass) in order to have more time to determine which municipal building expenses would be paid for with ARPA funds. More discussion followed.

It was moved by Abney and supported by Westphal to set the Halloween trick-or-treating hours to 6:00 – 8:00pm on October 31, 2022. There being all ayes, the motion carried.

Public Comments:

Rose King, 3427 N. Michigan, stated that she watered the areas of her lawn twice per day that were hydroseeded and it didn't look any better than anyone else's lawns on N. Michigan.

Director Comments:

Oatten informed the board that he met with a security camera vendor the previous week and showed them the parks and municipal building. He explained that he would like to get cameras in both Hanchett and Stoker parks as well as at each end of the municipal building. The cameras would be able to capture license plate information. Abney suggested that the new Iron Belle Trailhead also have a camera installed. Discussion followed.

Oatten handed out a packet of information pertaining to Coronavirus premium pay for Township employees. He had researched what other municipalities in the area had paid their employees that worked on-site while the elevated health risk was at a dangerous level during the pandemic. The pay would be an approved ARPA expenditure. Oatten provided calculation examples for each employee prorated for the number of days they worked in person, on-site, between March 24 and July 27, 2020 (88 days). Much discussion followed. It was moved by Abney and supported by Douglas to pay each Carrollton Township full-time employee a prorated amount of \$1,800 divided by the number of days that were worked in person between March 24 and July 27, 2020 (\$20.45 per day). This payment would be made through a special payroll dated September 13, 2022. There being all ayes, the motion carried.

Board Comments:

Abney asked Oatten when the police squad room renovations would begin. Oatten responded that he thought it would be a good winter project. Abney stated that he would like to get that project going.

Douglas stated that the Lions Club would be doing the Adopt-A-Road cleanup on McCarty Rd. on September 28.

Thurston asked when the quotes for the new website would be brought before the board. Weaver responded that she was hoping by the end of the month. Thurston also asked if the DPW could start taking an inventory of the sidewalks in the township as it was discussed before that the ARPA funds could be used for sidewalk repairs. Discussion followed.

Abney stated that when he had driven past the Iron Belle Trailhead project in recent days, he had noticed that not all of the sidewalks were being replaced. Only sections of the sidewalk on Schust and Mapleridge. He was not in favor of the sidewalks being “hodge-podged” together and directed Oatten to get a change order requested for new sidewalks on the entire property for the project. Oatten stated that Spicer Group was working on the change order, and it was expected to be around \$16,000. Abney would like to pay for the additional amount with ARPA funds depending on the total final cost of the project. Much discussion followed. It was moved by Douglas and supported by Abney to authorize Oatten to sign the change order once it was received from Spicer Group for an amount not to exceed \$17,000 to have new sidewalks for the Iron Belle Trailhead. There being all ayes, the motion carried.

Fritz thanked everyone for their help at the Dumpster Day event. He was also very excited about the new cameras.

Westphal thanked Weaver for a great audit and thanked the volunteers for Dumpster Day.

Adjournment:

It was moved by Westphal and supported by Thurston to adjourn. There being all ayes, the meeting adjourned at 7:13 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Rose King 3427 N. Michigan