

**CARROLLTON TOWNSHIP BOARD  
DEPARTMENTAL MEETING  
Monday, March 13, 2023**

<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 present, Supervisor Abney called the meeting to order at 5:30 p.m. Also in attendance: Township Director Megan Weaver and Police Chief Chris Kellett.

**Acceptance of Agenda:**

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

**Public Comments:**

Andrew Wenzel, 3530 Roosevelt, stated that he had not received his water bill in the mail, but did receive the shut-off notice the day before it was scheduled to be shut off on March 1, 2023. Weaver explained that there had been at least a dozen residents that called the office stating that they did not receive their water/sewer bill in the mail. The Township cannot be responsible for the U.S. Postal Service. She offered Mr. Wenzel the option of having his bill emailed to him. Also, the Township offered ACH service for the quarterly bill where the amount due is automatically deducted from his checking or savings account. Mr. Wenzel did not want to sign up for either service. Weaver asked Mr. Wenzel to stop in the office and she could print out a schedule of his quarterly billings that included the due dates for his reference.

**Pending Business:**

Weaver informed the board that the security cameras installed in the parks required broadband internet service and the cost would be \$129.99 (service) and \$19.99 (modem) per month for each camera. Thurston asked if Weaver could check into other services such as AT&T and Verizon to see if there rates were better. Weaver would do so.

**New Business:**

Weaver presented the Fiscal Year 2023-2024 proposed budget figures for the General, Water and Sewer Funds. Questions and concerns were addressed for each fund.

Weaver presented the emailed quote from Spicer Group to do the core samplings of the Municipal Building parking lot. Discussion followed. It was moved by Thurston and supported

by Westphal to approve the quote from Spicer Group in the amount of \$2,400 to complete eight core samplings of the Municipal Building parking lot. There being all ayes, the motion carried.

Discussion was held on Weaver's plan to promote Office Clerk Maria Ibarra to full-time. It was moved by Thurston and supported by Douglas to promote Maria Ibarra to the position of full-time General Office Clerk effective April 1, 2023. There being all ayes, the motion carried.

**Public Comments:**

Judy George, 705 Oakview, asked if there was any way that the Township could make the United States Post Office accountable for the lack of service in delivering the quarterly utility bills. Weaver responded that she was unsure if there was any recourse for a situation like that. Discussion followed.

**Board Comments:**

Douglas informed the board that the Lions Club would be having dinner catered to the residents of Carrollton Village the following evening and they had invited Chief Kellett, Chief Tetloff, and Supervisor Abney to talk to the residents about public safety and other happenings in the Township including the new fiscal year budgets and the upcoming road projects.

Douglas stated that the annual Lions Club Easter Egg Hunt was scheduled for Saturday, April 1, 2023 at Noon near Stoker Park. Douglas also mentioned that due to resident Don Syed not being physically able to clean up this spring due to a medical issue, another resident Kim Rowan has planned a clean-up day for Saturday, April 29, 2023 where she has invited anyone to volunteer by meeting at the Carrollton High School at 9am. Douglas asked that our Police Department be aware of this event and asked if the Township should provide supplies like we did for the Adopt-A-Road program. Discussion followed.

Douglas asked Weaver to provide the job description for Maria Ibarra at the March 27 meeting. He felt that Weaver had a lot on her plate since becoming Director and he wanted to be sure that she was delegating to her staff so that she wasn't overburdened. Weaver assured Douglas that she would updating all job descriptions after the first of the fiscal year as they have not been updated for some time. Discussion followed.

Abney stated that at the dinner at Carrollton Village the following day, he would like Chief Kellett to discuss the opportunity of starting the Neighborhood Watch meetings back up and possibly holding them at Carrollton Village or Messiah Lutheran. Discussion followed.

**Adjournment:**

It was moved by Westphal and supported by Thurston to adjourn. There being all ayes, the meeting adjourned at 7:45 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Rose King	3427 N. Michigan
Judy George	705 Oakview
Andrew Wenzel	3530 Roosevelt