

**CARROLLTON TOWNSHIP BOARD
REGULAR MEETING
Monday, March 27, 2023**

<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. Also in attendance: Director Megan Weaver, Police Chief Chris Kellett, DPW Superintendent Don Sumption and Deputy Fire Chief Frank Rivette.

Acceptance of Agenda:

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

Public Comments:

Rose King, 3427 N. Michigan, stated she was very pleased with how well the Compensation Commission meeting went on March 22.

Approval of Minutes:

It was moved by Douglas and supported by Thurston to approve minutes for: February 27, 2023 - regular meeting, March 6, 2023 - special meeting, March 13, 2023 – departmental meeting, March 20, 2023 - Public Hearing for 2023 Tax Levies and March 20, 2023 - Public Hearing for FY 2023-2024 Township Budgets. There being all ayes, the motion carried.

Accounts Payable:

It was moved by Thurston and supported by Douglas to approve the March Accounts Payable in the amount of \$256,479.00. There being all ayes, the motion carried.

Committee/Commission/Board Reports:

Rivette reported that Carrollton Village would be installing two Knox boxes for the Fire Department's access in case of an emergency. Discussion was held on notifying all local businesses of the Knox box option. This would allow firefighters access to the business by key instead of having to force entry during an emergency.

Rivette reported that Chris Weichec had resigned from the Fire Department effective March 10, 2023.

Kellett informed the board that the new police patrol vehicle had the graphics completed and would be going to M&R Electronics next to have the required equipment installed.

Sumption stated that the core samples of the municipal parking lot had been completed that day by Spicer Group. Also, the new building entrance doors (side and back of building) will be installed the following week. Discussion followed.

Sumption reported that all of the sewer mains had been lined as part of the Stoker project and the sewer laterals would be next.

Sumption informed the board members that he had become aware of a small sink hole on N. Michigan near Schust that he was currently trying to find the cause of. He would bring more information to the board as it was available.

Abney asked Sumption to stress the importance of the flooding of the sidewalks on Mapleridge near the schools when it rained. The students are walking on the road to avoid the water and it was a safety concern. Sumption stated that the area was on his radar, and he was keeping the pressure on Saginaw County Road Commission to find a solution. Discussion followed.

Pending Business:

Weaver informed the board that the deadline for the roof, sidewalks and parking lot repairs/replacement for Carrollton Center was May 6. No permits have been pulled as of yet for the work to be done.

Weaver shared the notice of formal court hearing for the owner of 951 Tulane for the municipal civil infraction citation for the excessive blight on the property. The hearing was scheduled for May 18 at 3:30pm via Zoom.

Abney asked if anything would be done with Kiss St. this year. Sumption responded that he was working with Saginaw County Road Commission on doing an in-house project that was more cost efficient. Discussion followed. It was board consensus to have Sumption continue working with SCRC on a solution to improve Kiss St.

New Business:

It was moved by Abney and supported by Thurston to adopt the following resolutions for the 2023 tax year levies: (1) Resolution #2023-02 for Fire Protection Special Assessment District – 3.0 mills; (2) Resolution #2023-03 for Police Protection Special Assessment District – 8.0 mills; and (3) Resolution #2023-04 for Garbage/Recycling Collection Special Assessment District - \$205.00 per housing unit; copies of which is to be attached to these minutes.

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 Thurston and supported by Douglas to adopt Resolution #2023-05 Carrollton Township General Appropriations Act for the General Fund FY 2023-2024 budget; a copy of which is to be attached to these minutes.

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 Fritz and supported by Thurston to adopt the following FY 2023-2024 budgets:

Municipal Street Fund	\$550,130
Fire Operating/Maintenance Fund	\$215,000
Police Operating/Maintenance Fund	\$813,205
Garbage/Recycling Collection Fund	\$468,760
Building/Inspections Fund	\$28,720
Special Investigative Fund	\$17,157
Recreation Fund	\$34,460
Sewer O&M Fund	\$1,944,248
Water O&M Fund	\$1,211,285

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

There being all ayes, the motion carried.

It was moved by Abney and supported by Douglas to approve the following:

- Township meetings as scheduled for FY 2023-2024, but are subject to change
- Authorize the hiring of engineers and attorneys as needed for FY 2023-2024
- 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 Thurston and supported by Douglas to adopt Resolution #2023-06 for Designation of Depositories (copy attached).

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

There being all ayes, the motion carried.

Discussion was held on the fact that the Fire Department had not budgeted for any wage increases as they wanted to wait and see if they received the grant for the fire engine. Douglas suggested increasing their wages by 4%. Discussion followed. It was moved by Thurston and supported by Douglas to set the annual firefighter wage scales for FY 2023-2024:

On-call Firefighters	\$80,176
Truck Mechanic	832
Fire Chief	5,300
Deputy Fire Chief	2,172
Assistant Fire Chief	1,852
Captain (2 @ \$1,377)	2,754
Lieutenant (2 @ \$1,066)	2,132
Safety Officer	813

There being all ayes, the motion carried.

It was moved by Thurston and supported by Fritz to accept the recommendation from the Compensation Commission and to set the annual salaries for the Township Board Elected Officials as follows (5% increase the first year and 6% increase the second year):

FY 2023-2024:

Supervisor	\$9,590
Clerk	\$8,737
Treasurer	\$8,737
Trustees (2)	\$6,058

FY 2024-2025:

Supervisor	\$10,165
Clerk	\$8,864
Treasurer	\$8,864
Trustees (2)	\$6,146

There being all ayes, the motion carried.

It was moved by Abney and supported by Thurston to approve the following increases effective April 1, 2023:

- Increase the Per Diem pay for the Planning Commission, Recreation Committee, Zoning Board of Appeals and Construction Board of Appeals to \$65 per meeting for chairpersons and \$60 per meeting for members.

- Increase the Board of Review members' pay to \$65 per meeting for the July and December meetings; and \$110 per day and \$55 per half-day for the March Board of Review hearings.
- Increase the hourly rate for the Election Chairpersons to \$13.50 and the Election Inspectors to \$12.00.
- Increase the annual pay for Deputy Clerk and Deputy Treasurer to \$1,000 each.
- Increase the annual salaries for Jim Gray by 3% - Building Inspector: \$7,867.63 and Zoning Administrator: \$12,875. Also, pay Jim Gray the monthly cell phone stipend of \$35.
- Increase the hourly rate for Seasonal DPW Laborer Raul Garza to \$15.00.

It was moved by Douglas and supported by Thurston to approve the 2023 Brush Pickup dates as follows (but be subject to change):

- April 24
- May 22
- June 26
- August 21
- September 25
- October 23

There being all ayes, the motion carried.

It was moved by Fritz and supported by Westphal to approve the Carrollton Township FY 2023-2024 Fee Schedule (copy attached). There being all ayes, the motion carried.

It was moved by Douglas and supported by Abney to receive and file the Delinquent Personal Property report as of March 27, 2023 (copy attached). There being all ayes, the motion carried.

It was moved by Westphal and supported by Abney to reappoint Simone Hardy to the Recreation Committee with a term expiring 03/31/2026. There being all ayes, the motion carried.

It was moved by Abney and supported by Douglas to approve the quotes from Universal Air (\$5,400) and Duclos Electric (\$1,150) to install a separate heating/cooling unit for the server room (copies attached). There being all ayes, the motion carried.

It was moved by Thurston and supported by Abney to set the public hearing for the DWSRF Project for during the regular board meeting on April 24, 2023. There being all ayes, the motion carried.

Employment contracts for both Director Weaver and Police Chief Kellett were reviewed. Douglas suggested that a retroactive payment be considered for the two months that both Kellett and Weaver have been executing the job duties since Chief Oatten's passing. Much discussion followed.

It was moved by Fritz and supported by Douglas to approve the Employment Agreement with

Police Chief Christopher Kellett as presented with a starting salary of \$65,400 with 3% increases for the subsequent two years (copy attached). There being all ayes, the motion carried.

It was moved by Abney and supported by Fritz to approve the Employment Agreement with Township Director Megan Weaver as presented with a starting salary of \$75,000 with 3% increases for the subsequent two years (copy attached). There being all ayes, the motion carried.

It was moved by Thurston and supported by Douglas to pay out 72 unused PTO hours to Kellett for his previous union position and to pay both Kellett and Weaver retroactive pay for the difference between their previous pay and new contract salaries prorated for two months. These amounts shall be paid via a special payroll check dated March 31, 2023. There being all ayes, the motion carried.

It was moved by Thurston and supported by Douglas to authorize Chief Kellett to hire a new full-time police officer. There being all ayes, the motion carried.

Public Comments:

Raymond Jones, 3675 Jackson, asked if stop signs could be installed in the open intersection of Jackson and Hickory. He explained that now that Jackson was a new road, motorists were speeding, and the intersection was quite dangerous. Kellett stated that he would put a request in, but it would require a traffic study determined by the Michigan State Police.

Joe Loperena, 903 Sherman, stated that he had been receiving numerous phone calls at all hours of the day and night from Andrew Lamia requesting information that he still had from when he was a Township Trustee. Mr. Loperena stated that he had turned in all of his Township documentation and property when Douglas was elected to the Trustee position in 2016. He does not know why Mr. Lamia believes that he still has anything, but he felt that he was being harassed by Mr. Lamia. Abney told Mr. Loperena that the Township Board did not have any control over his situation and to notify the police if he felt that he was being harassed.

Mr. Loperena also discussed how he had been trying to contact Craig Oatten before he passed away. He wanted to be on the Recreation Committee, and he was also interested in training the referees and umpires. Weaver told Mr. Loperena when the next Recreation Committee meeting was, and he could find a volunteer opportunity as the committee had a full membership currently.

Jack Tany, 1369 Savoy, thanked the Board for appointing Kellett as chief. Mr. Tany also asked Sumption about the stormwater issue on Sally Ln.

Board Comments:

Abney asked Kellett about starting the Neighborhood Watch meetings back up. Kellett stated that he would look at a date for May and confirm with Carrollton Village that the meeting could be held there.

Westphal thanked the members of the audience for attending. She asked that everyone give Weaver and Kellett a round of applause for their new positions with Carrollton Township.

Fritz stated that with everyone in place, he was looking forward to the future for Carrollton Township.

Thurston asked if the website had a launch date. Weaver responded that now that the fiscal year was done, it was her top priority to work on the new website and get it launched as soon as possible.

Douglas thanked everyone for a great meeting. He wanted to remind everyone of the Lions Club Easter Egg Hunt on April 1st at Noon.

Douglas thanked Mr. Loperena for attending and confirmed that he had received all township materials from him when he took over the trustee position in 2016. He encouraged Mr. Loperena to report the excessive phone calls from Mr. Lamia if it does not stop.

Abney thanked everyone for attending and congratulated both Weaver and Kellett on their new positions and contracts. He was excited for another fiscal year and looking forward to the upcoming road projects. He felt that this board worked very well together.

Adjournment:

It was moved by Westphal and supported by Abney to adjourn. There being all ayes, the meeting adjourned at 7:41 p.m.

Respectfully submitted,

Jerry W. Fritz, Clerk

Public in attendance:

Rose King	3427 N. Michigan
Raymond Jones	3675 Jackson
Judy George	705 Oakview
Jack Tany	1369 Savoy
Joe Loperena	903 Sherman