



**Chesaning Township Minutes  
Regular Meeting  
December 4, 2014 @ 7:30 p.m.**

**Regular Meeting:** Called to order at 7:35 p.m.

**Pledge of Allegiance**

**Members Present:** Supervisor Robert Corrin, Clerk Frances Kukulis, Treasurer Cathy Gross; Trustees: Kevin Carlton, William Hedrich, Peter Hemgesberg, and Ken Hornak

**Members Absent:** None

**Approval of Agenda:** Agenda was presented for approval; Item 7 New Business d) Service Recognition was moved up on the agenda to be addressed after Item 3 Public Comments.

**Approval of Minutes:** Minutes of the Regular Board Meeting of November 6, 2014 were presented for approval with a correction to the quarterly Planning Commission meeting date noted of May 6, 2014 to May 6, 2015 under the final comment in the Committee/Commission Reports section.

**Public Comments:** None

**Service Recognition:** Corrin presented awards to Ruth Harris on behalf of Gerald Harris for 11 years of service as a Planning Commission Member and to Charles Sadilek for 7 years of service as a Board of Review Member.

**Committee/Board Reports:**

County Commissioner – No one present to report.

County Road Commission – No one present to report, monthly report of activity has been received

SCTOA – Hornak reported the annual dinner meeting was held December 3, 2014 at Swan Valley Banquet Center.

Various speakers Dennis Borchard, Ken Horn, newly elected Judge Barbara Meter, and Judy Allen, the Michigan Township Association's lobbyist were present.

Cemetery – Kukulis gave an update on the mausoleum sign noting Hedrich made contact with Misiuk Funeral Home regarding a monument stone for the sign. Kukulis provided a list of mausoleum occupants to the monument company so a sample could be made; Misiuk estimated a price for the stone at his cost, and both the template and tentative pricing were presented to the Board for input. The Board liked the design; a firm price and sketch will be brought back to the Board, if possible, in January for action. Hedrich noted he removed a tree that was blocking a road adding it was downed by the recent wind; no update from the tree service on the removal of the large tree was available yet. Corrin noted the next big project to be addressed at the cemetery will be drainage.

Building Official – No one present to report.

Ordinance Enforcement Officer – No one present to report. Corrin noted problems on Frandsche Road are developing again that will need to be addressed; now that leaves are down other hard to see areas will be scouted for violations; a solution for residents who need to clean-up downed buildings still needs to be addressed.

Parks & Rec – Carlton stated he had no updates from the previous nights' meeting yet.

Rehmann Health Center – Gross stated no news on the Health Center; United Appeal is still underway.

Fire Board – Corrin stated the craft show, pig roast, and the Thanksgiving meeting were all held and successful; 118 runs were reported to date as of the last meeting; the audit is underway and began November 1; the new truck made its first run on November 27 reporting to two house fires.

MMWA – Kukulis noted the next meeting will be December 8, 2014, recycling contracts will be discussed.

Task Force – Corrin stated no November meeting was held and the December meeting has been moved up one week to December 16, 2014 due to the holidays.

### **Board Officials Reports:**

Supervisor – Corrin noted the December Board of Review will meet December 8, 2014 at 6:00 p.m. to address clerical errors and errors of omission; the County is working on a Young's Drain Project; he has been in conversation with Ben Glardon's aid on the proposed State road funding bill.

Clerk – Kukulis stated work has begun on re-organizing after the elections and preparing for year-end payroll tax reports.

Treasurer – Gross reported Winter Tax bills have been mailed and quite a few have paid already; Summer Tax interest being collected is now 4%; the last day to pay both tax bills will be February 16, 2015 since the 14<sup>th</sup> falls on a weekend; currently two items are to be addressed by Board of Review.

### **Unfinished Business:**

Appoint Board of Review Member-Alternate (To Fill Vacancy) - Corrin noted nothing new to report.

Appoint Planning Commission Member (To Fill Vacancy) – Corrin noted nothing new to report.

Update Administrative Assistant Position Vacancy – Kukulis reported on a memo to the Board outlining the process followed to fill the vacant position and noted the recommendation made by the committee to hire the candidate they felt would most appropriately fill the position.

Schedule of Salaries Amendment – Office Help/Deputy Clerk/ Deputy Treasurer/Other – Kukulis explained the minimum wage increased from \$7.40/hour to \$8.15/hour (\$ .75) on September 1, 2014 and although this was previously discussed no action had been taken by the Board to address the hourly wages of the positions currently paid less than minimum wage by resolution. Discussion on the current rate of pay \$8.00/hour and the \$ .60 difference that would result if raised only to the new minimum wage rate took place; Kukulis suggested the Board consider increasing the wages of the Office Help/Deputy Clerk/Deputy Treasurer categories to \$8.75/hour to keep the wage equivalent to the previous wage as compared to the minimum wage amounts. Kukulis additionally reported other wage categories such as Election Chair and Inspector in the Schedule of Salaries should be reviewed during budget hearings in February. The Board agreed, and additionally by consensus indicated wages paid from September 1, 2014 through the change in the resolution today should be paid at the minimum wage rate of \$8.15/hour for these three positions.

### **New Business:**

Commission/Committee Appointments (Board of Review) – Corrin stated appointment of Board of Review Members takes place every two years adding Charles Wiesenberger, Gary Hazelton, and Leonard Strait currently serve in three of the four positions. He asked the Board to re-appoint them for a new 2 year term beginning January 1, 2015 and expiring on December 31, 2016.

Resolution to Set an Alternate Date for the July and December Board of Review – Kukulis explained earlier in the year the Assessor asked the Board to adopt a resolution for an alternate July Board of Review date that was specific to only that meeting; he is asking the Board consider adopting a resolution making a blanket change to all future Board of Review meetings held in July and December to accommodate the schedules he carries with our Township and the other entities he works with.

FY 2014-2015 Budget Amendments – Kukulis presented amendments to the Fiscal Year 2014-2015 Budget for consideration by the Board moving monies from Contingencies to the categories of Election and Attorney to cover shortfalls.

**Extended Public Comment:** None

**Extended Township Board Comment:** Kukulis reminded Board members she would be attending the Pontem Cemetery Management class approved at the last meeting on December 5, 2014.

### **Items Approved:**

- Motion by Hedrich, support by Hemgesberg, to approve the agenda as presented moving Item 7 New Business d) Service Recognition up on the agenda to be addressed after Item 3 Public Comments. Motion Carried.
- Motion by Hemgesberg, support by Hornak, to approve the November 6, 2014 Regular Board Meeting minutes, as presented with a correction to the quarterly Planning Commission meeting date noted of May 6, 2014 to May 6, 2015 under the final comment in the Committee/Commission Reports section. Motion Carried.
- Motion by Hornak, support by Hemgesberg to appoint Candidate #1, Kristine M. Hilzinger, to the position of Administrative Assistant with a starting date of December 8, 2014. Roll Call Vote – Yes: Hornak, Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Kukulis, to amend the Resolution to Establish Schedule of Salaries for Fiscal Year 2014-2015 increasing the Deputy Clerk, Deputy Treasurer, and Other Office Help categories from \$8.00/hour to \$8.75/hour. Roll Call Vote – Yes: Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Hornak, Corrin. No: None. Motion Carried.
- Motion by Hornak, support by Kukulis to re-appoint Charles Wiesenberger, Gary Hazelton, and Leonard Strait to the Board of Review for a 2-year term beginning January 1, 2015 and ending December 31, 2016. Motion Carried.
- Motion by Hemgesberg, support by Carlton to adopt a Resolution to Set an Alternate Date of the July and December Board of Review. Roll Call Vote – Yes: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. No: None. Motion Carried.

- Motion by Hemgesberg, support by Hedrich to amend the Fiscal Year 2014-2015 Budget, moving \$350.00 from Contingencies to Elections and \$500.00 from Contingencies to Attorney. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Carlton, Corrin. No: None. Motion Carried.
- Motion by Hornak, support by Hemgesberg, to pay bills, as presented. Bills totaled \$28,685.20. Roll Call Vote – Yes: Hornak, Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Corrin. No: None. Motion Carried.
- Motion by Carlton, support by Gross, to adjourn the meeting at 8:36 p.m. Motion Carried.

**Frances M. Kukulis, Clerk**  
**Chesaning Township**