



**Chesaning Township Minutes
Regular Meeting
February 5, 2015 @ 7:30 p.m.**

Regular Meeting: Called to order at 7:37 p.m.

Pledge of Allegiance

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

Members Absent: Trustee: Kevin Carlton

Approval of Agenda: Agenda was presented for approval.

Approval of Minutes: Minutes of the Regular Board Meeting of January 8, 2015 were presented for approval.

Public Comments: None

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 noted no meeting was held.

Cemetery – Kukulis stated the Cemetery Committee has been in the process of reviewing the ordinance language for accuracy.

Building Official – Kehoe presented the Board a 2014 year end report showing 53 permits issued totaling \$7,744.00, and another report comparing the past few years, he noted the township averages approximately the same number of permits each year, adding he has already seen 2 new home construction permits for 2015 and he expects it to be a good construction year.

Ordinance Enforcement Officer – Kehoe noted old barns and unoccupied/abandoned houses continue to be a problem. He noted DEQ regulations do not allow burning of these buildings and the cost for disposal is too great for some so other alternatives will need to be researched to get these clean-ups accomplished.

Parks & Rec – Gross reported for Carlton in his absence noting the meeting was held February 4, corrections were made to the five-year master plan and once revised a draft copy will be available for one month for final review before being adopted by Parks & Rec and then being submitted to the DNR; Andrew Hasse was appointed and one other member will need to be appointed to fill the vacancies left by Thomas Teal and Dave Richardson. Corrin noted he wrote a letter of commitment for a cost share match for a dumpster for another Shiawassee River Cleanup for the Village to use in a grant application for funding. He noted the Township has paid for a dumpster in previous clean-ups to assist with costs.

Rehmann Health Center – Gross stated no meeting was held; the United Appeal drive has raised \$23,000, short \$7,000 of their goal; names were drawn for gift cards from those donating prior to year end; the cards have been awarded.

Fire Board – Corrin stated a FEMA grant for the purchase of fire truck equipment has been applied for; audits were reviewed and were the main discussion of the meeting noting the audit went much smoother now that Hoerner Accounting is keeping the fire books.

MMWA – Kukulis noted the February meeting was cancelled without another date set, the next meeting is scheduled for April 13.

Task Force – Corrin noted the last meeting was held January 27 at the old Stone Home; Board members toured the new offices, discussed reports, discussed the dissention in the Health Department and the resulting problems including cancellation of local clinics forcing those in need to go to Saginaw for services; additionally discussed were problems and possible uses for abandoned buildings such as the old motel, the Heritage House and the Bonnymill Inn.

Board Officials Reports:

Supervisor – Corrin noted the upcoming Saginaw Future Annual Meeting and asked the Board to consider paying for one or more Board members to attend; additionally he mentioned the upcoming MTA Legislative Day noting this is a free event,

registration is required to attend, it will be held April 16 in Lansing; he noted the Board of Review organizational meeting will be

held Tuesday, March 3 at noon with the appeals hearings to be held Monday, March 9 and Tuesday, March 10; the assessing work of all townships in the State will be audited this year Chesaning's audit date is February 11; the Township's 2015 road allotment from the County is \$15,313.31 with a 2014 carryover of \$3,676.52 making \$18,989.83 available to work with this year for road projects; the annual District 3 Road Meeting is scheduled for Wednesday, February 25 at 10 a.m. at Chesaning Township Hall; Kehoe looked into the cost to upgrade fluorescent lights in the board room to T8 lighting, it would be approximately \$40/unit to retrofit the units but it was suggested LED bulbs would be a better alternative since T8's are considered obsolete already, LED's are very expensive and the township has a supply of the older fluorescent bulbs so replacing the lights has been put on hold for now; the County's 2015 estimate of the Township's At-Large Drain Assessments is estimated at \$5,173.13. Corrin additionally reported on attendance at the MTA Convention, he participated in discussions regarding the Right-to-Farm Act, FOIA changes, Board of Review, Capital Updates, Road Maintenance, and Ask the Expert on Building Design Standards.

Clerk – Kukulis noted Administrative Assistant Hilzinger is working out well and will attend e-pollbook training on February 11, she has completed the QVF and Clerk's Accreditation Training already; the Township received a request from CenturyTel for renewal of their Unilateral Form of the Michigan Metro Act for five years February 5, 2015 through February 4, 2020 after the Board met in January, as in past renewals the Supervisor and Clerk have signed the agreement and returned it.

Treasurer – Gross reported property taxes continue to be collected with interest now at 6% on Summer taxes; the last day to pay taxes is March 2; to date 69.7% of taxes have been paid as compared to the same time in 2013 where 70.4% was paid; she distributed information from the Department of Insurance and Financial Services on Fire Insurance Withholding for the Board to review and consider at a future meeting.

Unfinished Business:

Appoint Preston Frost, Board of Review Member-Alternate (To Fill Vacancy) - Corrin presented for Board consideration the appointment of Preston Frost to Board of Review Member-Alternate.

Appoint Planning Commission Member (To Fill Vacancy) – Corrin noted the interested party has pulled his name from consideration

Assessing Maintenance Contract Renewal (Contract Ending 3/31/2018) – The Board considered renewal of the assessing contract with Landmark Appraisal Company.

Cemetery Committee Mausoleum Sign Foundation Recommendation – Kukulis noted the Cemetery Committee met, discussed options, and are recommending for Board discussion a standard foundation for the mausoleum sign per current specifications with 3" of foundation exposed above ground level and 3" of foundation exposed and bordering all sides of the monument. The Board discussed the desire for the sign to sit higher than a standard monument sign and how to accomplish this without varying from rules established for lot/grave holders, additionally discussed were using standard flag holders placed next to the monument for military, fraternal, and US flags to comply with cemetery rules.

Update Initial Assessment Office Computer Upgrades/File Storage/Backups/Preventative Maintenance – Kukulis presented assessment information received from the free assessment Computer Management Technologies, Inc. of Saginaw did regarding the cost to replace the Treasurer's and Clerk's computers, upgrade and/or transfer existing programs and data, set up a more reliable backup system, and provide a regular routine maintenance quarterly for the Township's computer systems, estimating \$7,500 will need to be budgeted to accomplish the work and purchase the necessary equipment; the Board was asked to consider bringing CMT back for a more in-depth assessment of the accounting program to determine if it can be converted or if it will have to be replaced. This assessment would be at the hourly rate of \$100/hour.

Budget Process – (Work Session Reminder Tuesday, February 17 and if necessary Wednesday, February 18, 2015) – The Board was reminded of the work session to be held at 6:30 p.m. on February 17 and if needed 6:30 p.m. February 18.

New Business:

Consider 2015-2016 Agreement with Village for Police Event Coverage – The Board was presented the Police Department Funding Agreement between the Village of Chesaning and Chesaning Township for their consideration.

Consider 2015-2016 Agreement with Village to supplement the community Parks and Recreation Commission – The Board moved this item to unfinished business to be addressed at the March 5, 2015 meeting since the agreement had not been received from the Village in time for this meeting.

Fiscal Year 2014-2015 General Fund 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, Recreation, and Other Fund (Insurance) to cover shortfalls.

Extended Public Comment: None

Extended Township Board Comment: Hemgesberg noted the Planning Commission discussed a review of the five year Master Plan, re-writing the fencing ordinance, and discussed medical marijuana at this month's meeting.

Items Approved:

- Motion by Hornak, support by Hemgesberg, to approve the agenda, as presented. Motion Carried.
- Motion by Hedrich, support by Hemgesberg, to approve the January 8, 2015 Regular Board Meeting minutes, as presented. Motion Carried.
- Motion by Hemgesberg, support by Hornak, to pay \$1,966.67 of the \$2,266.67 bill received from Chesaning Village for the Parks & Recreation Five Year Master Plan as agreed to previously by Board consensus during the July 1, 2014 Board Meeting (this amount being equivalent to a one-third cost share of the low bidder on the project). Roll Call Vote – Yes: Hornak, Hemgesberg, Gross, Kukulis, Hedrich, Corrin. Absent: Carlton. No: None. Motion Carried.
- Motion by Hornak, support by Gross to pay for up to two persons to attend the February 20, 2015, Saginaw Future Annual Meeting Awards Luncheon in Frankenmuth, MI at a cost of \$40.00/person and to make attendance available to Board Members first and then to members of other boards of the Township second. Motion Carried.
- Motion by Hemgesberg, support by Kukulis to appoint Preston Frost to the Board of Review Alternate position with a term ending March 31, 2016. Motion Carried.
- Motion by Hornak, support by Hedrich to renew the current contract with Landmark Appraisal Co. for three years beginning April 1, 2015 and terminating March 31, 2018. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. Absent: Carlton. No: None. Motion Carried.
- Motion by Hemgesberg, support by Gross to accept the recommendation of the Cemetery Committee to use a foundation for placement of the mausoleum occupant sign and to utilize the current foundation standard but to adjust the depth of the foundation by 6” adding soil to slope ground level so 3” of foundation is exposed above ground and 3” of foundation borders all sides. Motion Carried.
- Motion by Hemgesberg, support by Hedrich to have Computer Management Technologies, Inc. of Saginaw further assess the accounting program to determine what will be necessary to complete the computer upgrades and program conversion. Motion Carried.
- Motion by Hornak, support by Hedrich to enter into an agreement with the Village of Chesaning whereas the Township will contribute \$3,600.00 to supplement the village police force in consideration of emergency response time in the Township and special event coverage within the Village during fiscal year April 1, 2015 through March 31, 2016. Roll Call Vote – Yes: Hemgesberg, Gross, Kukulis, Hedrich, Hornak, Corrin. Absent: Carlton. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hornak to amend the Fiscal Year 2014-2015 Budget, moving \$500 to Elections from Contingencies, \$1,975 to Recreation from Contingencies, and \$275 to Other Funds from Contingencies. Roll Call Vote – Yes: Gross, Kukulis, Hedrich, Hornak, Hemgesberg, Corrin. Absent: Carlton. No: None. Motion Carried.
- Motion by Hornak, support by Hedrich, to pay bills, as presented. Bills totaled \$86,206.81. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. Absent: Carlton. No: None. Motion Carried.
- Motion by Hemgesberg, support by Kukulis, to adjourn the meeting at 9:50 p.m. Motion Carried.

Frances M. Kukulis, Clerk
Chesaning Township