

CHARTER TOWNSHIP OF MONITOR
REGULAR TOWNSHIP BOARD MEETING
DECEMBER 11, 2017

The Supervisor called the meeting to order at 7:00 p.m.

Members present: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh
Members absent: None
Also present: Richard Sheppard, Township Attorney

The Pledge of Allegiance was recited by all present.

Public Input opened at 7:01 p.m. No public present wished to speak and public input was closed.

Motion by Reder supported by Walsh to adopt the agenda as presented.
Motion carried.

Motion by Reder supported by Pike to approve the minutes of the November 13, 2017 regular meeting as presented.
Motion carried.

Motion by Reder supported by Kochany to approve the minutes of the November 13, 2017 special budget workshop meeting as presented.
Motion carried.

Motion by Reder supported by Walsh to approve the minutes of the November 29, 2017 special joint meeting as presented.
Motion carried.

Motion by Walsh supported by Reder to pay the bills in the amount of \$56,679.45 from General Fund.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Public Hearing ó 2018 General Fund Budget

The public hearing for the 2018 General Fund Budget opened at 7:06 p.m.
No public were present to speak and the public hearing was closed.

R-2017-028 General Appropriations Act of 2018

Motion by Kowalski supported by Kochany to adopt Resolution R-2017-028, the General Appropriations Act of 2018 as follows:

GENERAL APPROPRIATIONS ACT FOR 2018

A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT FOR THE CHARTER TOWNSHIP OF MONITOR; TO DEFINE THE POWERS AND DUTIES OF THE MONITOR TOWNSHIP OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET; AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLIGENCE TO COMPLY WITH THE REQUIREMENTS OF THIS RESOLUTION.

The Board of Trustees of the Charter Township of Monitor resolves:

Section 1: Title

This resolution shall be known as the Charter Township of Monitor General Appropriations Act of 2018.

Section 2: Chief Administrative Officer

The Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget

For charter townships: Pursuant to MCLA 42.26, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on November 30, 2017, and December 7, 2017 and a public hearing on the proposed budget was held on December 11, 2017.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2018 including an allocated millage of 1.2290 mills; and various miscellaneous revenues shall total \$2,045,740.27.

Section 6: Millage Levy

The Monitor Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon the current tax roll an amount equal to 1.2290 mills as set forth by the Tax Allocation Board (or as authorized under state law and approved by the electorate).

Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2018 for the various township cost centers are as follows:

EXPENSES	<u>2018 BUDGET</u>
(103) TOWNSHIP BOARD	\$ 45,735.88
(170) TOWNSHIP OFFICE	\$ 66,553.76
(171) SUPERVISOR	\$ 72,851.98
(191) ELECTIONS	\$ 20,898.50
(202) AUDITOR	\$ 15,500.00
(209) ASSESSOR	\$ 106,465.90
(210) ATTORNEYS	\$ 25,000.00
(215) CLERK	\$ 153,935.10
(249) BOARD OF REVIEW	\$ 2,689.12
(253) TREASURER	\$ 144,040.81
(265) BUILDINGS & GROUNDS	\$ 78,838.28
(301) POLICE SERVICES	\$ 27,200.00
(331) MARINE ASSESSMENT	\$ 2,508.37
(336) FIRE SERVICES	\$ 685,965.47
(400) PLANNING COMMISSION	\$ 6,148.77
(401) TOWNSHIP PLANNER	\$ 15,000.00
(410) ZONING/ORDINANCE DEPT.	\$ 14,143.93
(411) ZONING BOARD OF APPEALS	\$ 4,343.03
(445) DRAINS	\$ 17,396.18
(446) ROADS	\$ 300,000.00
(447) TOWNSHIP ENGINEER	\$ 8,000.00
(448) STREET LIGHTING	\$ 62,000.00
(530) WEED CONTROL	\$ 7,200.00
(751) PARKS AND RECREATION	\$ 228,365.40
TOTAL OPERATING EXPENSES	\$2,110,780.48

Section 8: Adoption of Budget by Reference

The general fund budget of Charter Township of Monitor is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this resolution.

Section 9: Adoption of Budget by Cost Center

The Board of Trustees of the Charter Township of Monitor adopts the 2018 fiscal year General Fund Budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment.

Section 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any township order for expenditures that exceed appropriations.

Section 11: Emergency Expenditure

Each elected official may in emergency situations expend up to \$7,500.00 from unallocated funds without prior approval of the Township Board. The official must make a detailed report of these expenditures at the next regular or special meeting of the Board.

Section 12: Periodic Fiscal Reports

The fiscal officer shall transmit to the board at the end of each of the first three quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations, including, but not limited to:

- A. A summary statement of the actual financial condition of the general fund at the end of the previous quarter (month);
- B. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month) and for the current fiscal year to the end of the previous quarter (month);
- C. A detailed list of:
 - I. Expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
 - II. For each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter (month) for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

Section 13: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 14: Budget Monitoring

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 15: Violations of This Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A. 621 (1978) and the Charter Township of Monitor Personnel Policy Section 10.1-10.3.

Section 16: Board Adoption

Motion made by Kowalski supported by Kochany to adopt the foregoing resolution.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

R-2017-029 Resolution Adopting 2018 Wages for Elected Officials

Motion by Kowalski supported by Pike to adopt Resolution R-2017-029, a resolution adopting 2018 wages for elected officials as follows:

RESOLUTION ADOPTING WAGES FOR ELECTED TOWNSHIP OFFICIALS

NOW THEREFORE BE IT RESOLVED, that as of January 1, 2018, the wage salary of full time Township elected officials shall be adopted as follows:

Supervisor	\$ 54,684.80
Clerk	\$ 54,684.80
Treasurer	\$ 54,684.80

BE IT RESOLVED, that as of January 1, 2018, the salaries of elected Township Trustee's shall be adopted at a wage of \$6,202.79 per Trustee, (making a combined total of \$24,811.16 for this office).

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None
Motion carried.

R-2017-030 Resolution Adopting 2018 Wages for Non-Elected Personnel

Motion by Brandt supported by Reder to adopt Resolution R-2017-030, a resolution adopting 2018 wages for non-elected personnel as follows:

RESOLUTION ADOPTING WAGES FOR NON-ELECTED TOWNSHIP PERSONNEL

NOW THEREFORE BE IT RESOLVED, that as of January 1, 2018, the wage rates of full-time hourly township employees shall be as follows:

Administrative Secretary	\$ 13.00 per hour
Deputy Clerk	\$ 20.00 per hour
Deputy Treasurer	\$ 16.00 per hour
Fire Chief	\$ 21.44 per hour
Assistant Fire Chief	\$ 20.19 per hour
Fire Captain	\$ 19.26 per hour
Fire Lieutenant	\$ 18.52 per hour
Fire Sergeant	\$ 13.00 per hour

BE IT RESOLVED, that as of January 1, 2018, the wage rates of part-time township hourly employees shall be as follows:

Building Official & Inspector	
50% of Building Permit Fees	
80% of Plan Review Fees	
Meeting/Training Wage	\$ 30.13 per hour

Electrical, Plumbing, & Mechanical Inspectors	
80% of Building Permit Fees & Plan Review Fees	

Zoning Administrator	\$ 23.64 per hour
Zoning & Code Enforcement Assistant	\$ 11.23 per hour

Part-Time Fill-In Receptionist	\$ 10.85 per hour
Part-Time Fill-In Receptionist- Zoning & Code Enforcement Assistant	\$ 11.23 per hour

Township Custodian	\$ 9.82 per hour
Weekend Hall Custodian	\$ 9.82 per hour
Park Maintenance Custodian	\$ 9.82 per hour
Park Custodian - \$589.16/Month for the Park Season	

BE IT RESOLVED, that as of January 1, 2018, the hourly wage rates of Regular On-call Fire Fighters shall be as follows:

First Hour	\$19.53 per hour
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Second Hour \$11.70 per hour
 Training Wage \$12.00 per hour

BE IT RESOLVED, that as of January 1, 2018, the hourly wage rates of Probationary On-call Fire Fighters shall be as follows:

First Hour \$17.56 per hour
 Second Hour \$10.54 per hour
 Training Wage \$12.00 per hour

BE IT RESOLVED, that as of January 1, 2018, the salaries of full time township salaried employees shall be as follows:

Assessor \$75,750.00 per year
 Assistant Assessor \$15.00 per hour

BE IT RESOLVED, that as of January 1, 2018, Planning Commission and ZBA Members shall be paid the following for each meeting:

Chairman \$60.00 per meeting
 Vice-Chairman \$55.00 per meeting
 Secretary \$60.00 per meeting
 Members \$55.00 per meeting

BE IT RESOLVED, that as of January 1, 2018, Board of Review Members shall be paid at a rate of \$13.00 per hour for each meeting.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

2018 Construction Code Enforcement Fund (Building Fund) Budget

Motion by Kowalski supported by Reder to adopt the 2018 Construction Code Enforcement Fund (Building Fund) Budget as follows:

REVENUE	<i>2018 Budget</i>	<i>Acct Number</i>
<i>Due from General Fund</i>		249-000-080
<i>Construction Permit Fees - Other</i>	\$ 57,564.67	249-000-476
Building Permit Fees	\$ 77,204.51	249-000-478
Building Plan Review Fees	\$ 6,201.67	249-000-608
Plan Review Fees - Other	\$ 2,450.00	249-000-609
Zoning Plan Review		249-000-610
<i>Special Hearing Fees</i>		249-000-620
<i>Investment Income</i>	\$ 2,000.00	249-000-665
<i>Miscellaneous Income</i>		249-000-695
Total Revenue	\$ 145,420.84	

EXPENSES *Acct Number*

Administrator Wage		249-371-702
Building Inspector Wage	\$ 43,563.59	249-371-702
Clerical	\$ 6,760.00	249-371-703
Electrical Inspector Wages	\$ 19,279.06	249-371-704
Plumbing Inspector Wages	\$ 10,195.87	249-371-705
Mechanical Inspector Wages	\$ 12,189.80	249-371-706
On-Call Building Inspector Wages		249-371-707
Const. Board of Appeals Wages		249-371-708
Custodian	\$ 2,297.88	249-371-709
Ordinance Administrator Wage	\$ 15,366.00	249-371-712
Zoning & Code Assistant Wages	\$ 9,343.36	249-371-713
Supplies	\$ 1,583.96	249-371-727
Professional Services	\$ -	249-371-801
Medical Insurance	\$ -	249-371-834
Telephone	\$ 1,600.00	249-371-850
General Insurance	\$ 1,417.67	249-371-851
Life & Disability Insurance	\$ -	249-371-855
Automobile Mileage	\$ 1,175.23	249-371-860
Workman's Compensation Ins.	\$ 500.00	249-371-871
Pension Benefits	\$ 1,014.00	249-371-874
Payroll Taxes	\$ 8,684.04	249-371-875
Bank Charges	\$ -	249-371-890
Publishing-Postage and Printing	\$ -	249-371-900
Utilities	\$ 2,300.00	249-371-920
Repairs and Maintenance	\$ 7,000.00	249-371-930
Miscellaneous Expenses	\$ -	249-371-956
Conventions and Seminars	\$ 500.00	249-371-957
Dues and Subscriptions	\$ 1,000.00	249-371-960
Equipment and Furniture	\$ 500.00	249-371-980
Leases	\$ 500.00	249-371-983
Maintenance Agreements	\$ 2,600.00	249-371-984

Total Expenses	\$ 149,370.45	
Less Total Revenue	\$ 145,420.84	
Operational Surplus	\$ (3,949.61)	
Beginning Fund Balance		

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder

No: Walsh

Absent: None

Motion carried.

2018 Liquor Fund Budget

Motion by Brandt supported by Kochany to adopt the 2018 Liquor Fund Budget as follows:

REVENUE	<u>2018 Budget</u>	<u>Acct Number</u>
<i>Due from General Fund</i>	\$ -	212-000-080
<i>Due from State of MI-Liq. License Fees</i>	\$ 5,600.00	212-000-451
<i>Investment Interest Revenue</i>	\$ -	212-000-665
Total Revenue	\$ 5,600.00	
EXPENSES		<u>Acct Number</u>
<i>Due to Gen. Fund for Road Patrol</i>	\$ 5,600.00	212-301-801
<i>Bank Charges</i>	\$ -	212-000-890

Total Expenses	\$ 5,600.00
<i>Less Total Revenue</i>	<i>\$ 5,600.00</i>
<i>Operational Surplus</i>	<i>\$ -</i>
<i>Beginning Fund Balance</i>	<i>\$ 100.00</i>

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

2018 Public Safety Fund Budget

Motion by Kochany supported by Reder to adopt the 2018 Public Safety Fund Budget as follows:

REVENUE	2018 Budget	Acct Number
<i>Public Safety Millage-Special Assessment</i>	<i>\$ 295,937.14</i>	<i>205-000-408</i>
<i>Grants/other income</i>	<i>\$ 150.00</i>	<i>205-000-501.000</i>
<i>Intergovernmental Revenue</i>	<i>\$ 1,050.00</i>	<i>205-000-582.000</i>
<i>Proceeds from Note Issuance</i>	<i>\$ -</i>	<i>205-000-698</i>
<i>Investment Interest Revenue</i>	<i>\$ 345.89</i>	<i>205-000-665</i>
<i>Grant/Misc Revenue</i>	<i>\$ -</i>	<i>205-000-695</i>
Total Revenue	\$ 297,483.03	

EXPENSES		Acct Number
<i>Road Patrol</i>	<i>\$ 120,000.00</i>	<i>205-000-801</i>
<i>Bank Charges</i>	<i>\$ -</i>	<i>205-000-890</i>
<i>Fire Vehicles/Replacement</i>	<i>\$ 510,273.00</i>	<i>205-000-980</i>
<i>Fire Department Equipment/Expense</i>	<i>\$ 33,000.00</i>	<i>205-000-980-001</i>
<i>Interest on Note</i>	<i>\$ -</i>	<i>205-905-876-000</i>
<i>Principal on Note Payable</i>	<i>\$ -</i>	<i>205-905-876-001</i>
<i>Transfers Out-Control</i>	<i>\$ -</i>	<i>205-965-000.000</i>

Total Expenses	\$ 663,273.00
<i>Less Total Revenue</i>	<i>\$ 297,483.03</i>
<i>Designated Equity for Truck Purchase</i>	
<i>Operational Surplus</i>	<i>\$ (365,789.97)</i>
<i>Beginning Fund Balance</i>	<i>\$ 436,550.88</i>
<i>Ending Fund Surplus</i>	<i>\$ 70,760.91</i>

Roll call vote:

Yes: Malkin, Kowalski, Pike, Kochany, Reder, Walsh

No: Brandt

Absent: None

Motion carried.

2018 Sewer Fund Budget

Motion by Reder supported by Pike to adopt the 2018 Sewer Fund Budget as follows:

REVENUE	2018 Budget	Acct Number
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<i>Special Assessment-Sewer</i>	\$	15,514.27	590-000-408
<i>Interest on Tap Fees</i>	\$	-	590-000-446
<i>Tap Fees</i>	\$	35,000.00	590-000-477
<i>SAW Grant Revenue</i>	\$	-	590-000-539
<i>MDOT</i>	\$	-	590-000-540
<i>Investment Interest Revenue</i>	\$	10,000.00	590-000-665
<i>Total Revenue</i>	\$	60,514.27	

EXPENSES			<u><i>Acct Number</i></u>
<i>Publishing & printing</i>		0.00	590-000-900
<i>Engineering Fees</i>	\$	-	590-447-801
<i>SAW Asset Management Advisors</i>	\$	-	590-447-801
<i>MDOT M-84 Sewer Repair</i>	\$	-	
<i>Supplies - (checks)</i>	\$	-	590-536-727
<i>Bank Charges</i>	\$	10.00	590-536-890
<i>DWS Expenditure & Reimbursement</i>	\$	50,000.00	590-536-973
<i>DWS Capital SAW Reimbursement</i>	\$	60,000.00	590-536-973
<i>Total Expenses</i>	\$	110,010.00	
<i>Less Total Revenue</i>	\$	60,514.27	
<i>Operational Surplus</i>	\$	(49,495.73)	

Beginning Fund Balance \$ 1,369,383.13

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

2018 Solid Waste Fund Budget

Motion by Kowalski supported by Brandt to adopt the 2018 Solid Waste Fund Budget as follows:

REVENUE	<u><i>2018 Budget</i></u>	<u><i>Acct Number</i></u>
<i>Due from General Fund</i>	\$ -	226-000-080
<i>Special Assessment Revenue</i>	\$ 560,363.52	226-000-408
<i>Tag Sales Revenue</i>	\$ -	226-000-628
<i>Recycle Bins</i>	\$ 160.00	226-000-629
<i>Investment Interest Revenue</i>	\$ 340.00	226-000-665
<i>Total Revenue</i>	\$ 560,863.52	

EXPENSES		<u><i>Acct Number</i></u>
<i>Due to General Fund</i>	\$ -	226-000-214
<i>Supplies</i>	\$ -	226-528-727
<i>Waste Services</i>	\$ 560,363.52	226-528-801
<i>Other Attorney Fees</i>	\$ -	226-528-803
<i>Tag /Recycle Bin Expense</i>	\$ 750.00	226-528-804
<i>Bank Charges</i>	\$ -	226-528-890

<i>Publishing and Printing</i>	\$ 800.00	226-528-900
Total Expenses	\$ 561,913.52	
<i>Less Total Revenue</i>	\$ 560,863.52	
<i>Operational Surplus</i>	\$ (1,050.00)	

Roll call vote:
 Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh
 No: None
 Absent: None
 Motion carried.

2018 Waterline Expansion (Capital Projects) Budget

Motion by Kowalski supported by Reder to adopt the 2018 Waterline Expansion (Capital Projects) Fund Budget as follows:

REVENUE	<u>2018 Budget</u>	<u>Acct Number</u>
<i>Tap Fees Received</i>	\$ 15,000.00	401-000-477
<i>Interest & Penalties on Tax</i>	\$ -	401-000-445
<i>Investment Interest Revenue</i>	\$ 3,000.00	401-000-665
<i>Proceeds from sale of Bonds</i>	\$ -	401-000-698
<i>DWS to reimburse</i>	\$ 16,507.00	401-000-699
Total Revenue	\$ 34,507.00	

EXPENSES		<u>Acct Number</u>
<i>Bank Charges</i>	\$ -	401-000-890
<i>Attorney Fees</i>	\$ -	401-210-802
<i>Other Attorney Fees</i>	\$ -	401-210-803
<i>Engineering Fees</i>	\$ 2,000.00	401-447-801
<i>Publishing & Printing</i>	\$ -	401-536-900
<i>Repairs & Maintenance</i>	\$ -	401-536-930
<i>Waterline Expansion</i>	\$ -	401-536-972
Total Expenses	\$ 2,000.00	
Less Total Revenue	\$ 34,507.00	
Operational Surplus	\$ 32,507.00	

Roll call vote:
 Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh
 No: None
 Absent: None
 Motion carried.

Garland Roof Evaluation & Recommendation

The Supervisor requested B. Rivet from The Garland Co. evaluate the township hall/admin building roof due to a recent water leak over the copier portion of the office. Though Rivet concurred that section of roof should be replaced, he also discovered the condition of the section of roof extending to the south hall entrance was actually in worse condition. It was Rivet's recommendation to put both sections of the roof out for bid.

Motion by Brandt supported by Reder to authorize B. Rivet from The Garland Co. to put the repair of the township roof out for bid.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Hall Request ó Tallulah Clancey Benefit Dinner December 16, 2017

Motion by Walsh supported by Reder to approve the request submitted by M. Aikens for use of the township hall on December 16, 2017, to hold the Tallulah Clancey benefit dinner; signed contract, hall fee waived, damage deposit and security deposit required if applicable.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Sanitary Sewer Rates ó Possible Sewer Rate Increase 1st Quarter Billing Cycle - R-2017-031

As discussed at previous board meetings, the sewer revenue collected from customer billings at DWS continues to be insufficient to cover the repair and maintenance of the sewer system and is depleting the township's fund balance at DWS.

Motion by Pike supported by Reder to adopt Resolution R-2017-031, a resolution increasing the sewer rate and readiness to serve charge beginning the first quarter 2018 billing cycle as follows:

**A RESOLUTION ADOPTING
SANITARY SEWER FEE/RATE SCHEDULE**

WHEREAS, Ordinance No. 56 provides for the operation of a public sanitary sewage disposal system within the Township of Monitor and provides for the assessment of fees to the customers of said system; and

WHEREAS, Ordinance No. 56-A provides that the Township Board of the Township may establish and from time to time amend sanitary sewage treatment charges and sanitary sewer readiness to serve charges by Resolution, and

WHEREAS, the Township Board has heretofore engaged the services of the Township's professional engineers to calculate and determine the most equitable manner by which sewer treatment charges should be calculated to meet the financial demands of the system, and

WHEREAS, based upon the recommendations of its professional consultants and after much deliberation, until such time as they may be amended by Resolution of this Board, the following sanitary sewer treatment charges shall henceforth apply.

NOW THEREFORE BE IT RESOLVED, that the current commodity charge shall be \$2.14 per CCF per quarter.

BE IT FURTHER RESOLVED, that a quarterly Readiness To Serve Charge is hereby established and that this charge shall be calculated at the rate of \$15.25 per Residential Equivalent Unit as established and from time to time amended, in Exhibit A - Table of Unit Factors adopted by Ordinance No. 56.

BE IT FURTHER RESOLVED, that the charge for any structure connected to the sanitary sewer system shall be a minimum of \$58.05 per quarter.

BE IT FURTHER RESOLVED, that the rate increases listed above and the minimum charge shall become effective the 1st Quarter 2018 billing cycle.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Reder, Walsh

No: Brandt, Kochany

Absent: None

Motion carried.

Planning Commission Report Regarding Medical Marijuana Ordinance No. 65
& Possible First Reading

Motion by Reder supported by Walsh to have this meeting serve as First Reading of Medical Marihuana Ordinance No. 65, and to set Second Reading to the January 22, 2018 regular meeting.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Reder, Walsh

No: Brandt, Kochany

Absent: None

Motion carried.

First Reading of Ordinance 52-Z Rezoning 3 properties from C to R-3

Motion by Brandt supported by Reder to have this meeting serve as First Reading of Ordinance 52-Z, an ordinance rezoning three properties from C to R-3 zoning, and to set Second Reading of this Ordinance to the January 22, 2018 regular meeting.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

2017 New Years Eve Holiday for Township Office ó January 2, 2018

The New Years Eve holiday for the township office was omitted when the 2017 holidays were adopted.

Motion by Pike supported by Reder to set January 2, 2018 as the 2017 New Years Eve holiday for the township office.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Cell Phone for Zoning & Ordinance Enforcement Official

Motion by Reder supported by Brandt to approve the request to provide a cell phone for the Zoning & Ordinance Enforcement Official.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Revised 2018 Planning Commission Meeting Dates

The Planning Commission had a conflict with five of the 2018 meeting dates that were adopted at the last board meeting.

Motion by Reder supported by Walsh to adopt the revised 2018 meeting dates for the Planning Commission as follows: January 3, 2018; February 6, 2018; March 6, 2018; April 3, 2018; May 1, 2018; June 5, 2018; July 10, 2018; August 14, 2018; September 11, 2018; October 2, 2018; November 13, 2018 and December 4, 2018.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Fire Chief Recommendation to Hire K. Verity as Probationary On-Call Firefighter

Motion by Pike supported by Malkin to hire K. Verity as a probationary on-call firefighter as recommended in the Fire Chief's December 4, 2017 memo to the board.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Fire Chief Recommendation to Hire T. Shorkey as On-Call Firefighter

Motion by Pike supported by Reder to hire T. Shorkey as an on-call firefighter as recommended in the Fire Chief's December 4, 2017 memo to the board.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

Bay Area Storm Water Authority Alternate Member

Motion by Walsh supported by Pike to appoint Bill Reder as the township Bay Area Storm Water Authority Alternate member for the remainder of E. Arnold's term expiring December 31, 2018.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

REPORTS

Malkin reported Sheriff Cunningham would attend the January 22, 2018 board meeting.

Zoning Ordinance Workshop ó Board members felt additional explanation is need concerning the amendments proposed by the Planning Commission of the draft zoning ordinance ó specifically but not limited to, Chapters 15 ó 19. It was decided to hold a special workshop meeting on January 8, 2018 at 12 noon and request the township attorney attend the meeting to go over the changes with the board.

McAlear School Signs ó The Supervisor reported he spoke with J. Lillo concerning the installation of crosswalk signs on Midland Rd. for McAlear Sawden School. Lillo stated the Road Commission would put crosswalk markings and reflective signage but not include the installation or maintenance of LED signage as recommended by J. Bellor at the last meeting. Malkin stated he would follow this matter up with the Superintendent of the Bay City Public Schools.

Malkin reported he was notified there is a stormwater issue in Rueger Farms. It appears check valve flaps for the drainage system were never installed. Malkin will continue to work with the township engineer to have this corrected and the costs incurred will be charged to the Rueger Farms detention special assessment.

The meeting adjourned at 8:30 p.m.

Cindy L. Kowalski, Clerk

Ken Malkin, Supervisor