

CHARTER TOWNSHIP OF MONITOR
REGULAR TOWNSHIP BOARD MEETING
FEBRUARY 27, 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

The Pledge of Allegiance was recited by all present.

Public Input opened at 7:01 p.m.

E. Willy, 5075 Oakhurst Ct., asked if petitions had been received to create the special assessment district for Haberland Subdivision.

Malkin replied he was told by the person circulating the petitions, there were not enough property owners who were in favor to get the number of signatures required.

Mr. Willy stated he was happy to hear that. The assessment cost would be too high to correct the drainage problem given the small number of parcels in the subdivision. Mr. Willy also stated those that did support the special assessment had rear yard drainage issues that would not be corrected by improvements to the drainage at the road.

Public Input closed at 7:04 p.m.

Motion by Kowalski supported by Reder to adopt the agenda with the addition of Spicer engineering proposal for the proposed 2017 Road Millage Projects, Purchase of chairs for conference room, and 2017 Budget Adjustments for LWCF Park Grant.

Motion carried.

Motion by Reder supported by Kochany to approve the minutes of the January 23, 2017 regular meeting as presented.

Motion carried.

Motion by Reder supported by Pike to pay the bills in the amount of \$50,588.65 from General Fund.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Motion by Reder supported by Walsh to receive the Treasurer's Report for January, 2017.

Motion carried.

2016 General Fund Budget Adjustments

Motion by Reder supported by Malkin to approve the 2016 General Fund budget adjustments as outlined in the Deputy Clerk's Memo to the board dated February 23, 2017.

Roll call vote:

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

2016 Budget Adjustments ó Public Safety, Solid Waste, Capital Projects, Sewer & Building Funds
Motion by Reder supported by Walsh to approve the 2016 budget adjustments for the Public Safety, Solid Waste, Capital Projects, Sewer & Building funds as outlined Deputy Clerk's Memo to the board dated February 23, 2017.

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

Treasurer's Memo to Reaffirm Authorized Signers to Township Accounts
Motion by Reder supported by Brandt to reaffirm and designate the Clerk ó currently Cindy L. Kowalski, Deputy Clerk ó currently Linda Ferguson, Treasurer ó currently Sue K. Pike, and Deputy Treasurer ó currently Josie Hill as the authorized signers for all township accounts.
Motion carried.

Supervisor's Recommendation ó ZBA Alternate Member Appointment - J. Wildeboer
Motion by Kowalski supported by Reder to appoint J. Wildeboer as an Alternate Member of the ZBA for a three (3) year term expiring on December 31, 2019 as recommended in the Supervisor's January 24, 2017 memo to the board.
Roll call vote:
Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh
No: None
Absent: None
Motion carried.

Supervisor's Recommendation ó DDA Member Reappointments ó K. Dubay & C. Brandy
Motion by Reder supported by Walsh to reappoint C. Brandy and K. Dubay to the DDA board for a four (4) year term expiring on March 31, 2021 as recommended in the Supervisor's January 27, 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 S. Becker as On-Call Firefighter
Motion by Pike supported by Reder to hire S. Becker as an on-call firefighter as recommended in the Fire Chief's February 14, 2017 memo to the board.
Roll call vote:
Yes: Malkin, Kowalski, Pike, Brandt, Kochany, Reder, Walsh
No: None

Absent: None
Motion carried.

BCRC Estimate for Fraser Road Double Chip & Seal ó Salzburg to US-10

Malkin reported Fraser Rd., was started last year by the crush & shape. The estimate before us tonight is to finish the road. Malkin stated he brought this to the board tonight because due to the warm winter, the road condition has been terrible and he wanted to get the job on the road commissions books as quickly as possible. Malkin stated he will be submitting additional township road projects including Haberland ditching and possibly a portion of Eight Mile (with Williams Township) at a future meeting.

Motion by Reder supported by Brandt to approve the BCRC agreement to perform a double chip & seal of Fraser Rd. Salzburg to US-10 (Dead End) (1.0 miles) at an estimated cost of \$47, 000 with funds from the township 2017 general fund road budget.

Roll call vote:

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

No: None

Absent: None

Motion carried.

City Sewer Proposal to Clean Donaldø Subdivision Storm Sewer System

Malkin stated cleaning the storm sewer system in Mutual and Sharon Park has proven beneficial in discovering problems that were previously undetected and increased the scope and costs for the subdivision improvements. It was for this reason he requested Spicer obtain an estimate from City Sewer Cleaners for Donaldø Subdivision.

Motion by Reder supported by Walsh to approve the estimate submitted by City Sewer Cleaners to clean the storm sewer system in Donaldø Subdivision as part of the preliminary special assessment expense at an estimated cost of \$3,378.

Roll call vote:

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

No: None

Absent: None

Motion carried.

2017 Township Millage Paving Projects

The Supervisor and Spicer have submitted a listing of township millage road improvements to be done in 2017.

Brandt voiced concern that Kawkawlin Metro was still in the process on installing waterlines in the village of Kawkawlin and hotel construction is not completed on Traxler Ct.

Norton replied he is aware of both areas and for that reason those areas will be placed last on the work list. If the projects are not completed both areas will be carried over to 2018 for paving.

Motion by Reder supported by Pike to approve the 2017 Township Millage Paving projects for Phase III that include: Spring, Pine, Fraser, Russell, Chippewa and Beech Streets in the Village of Kawkawlin; Traxler Ct., Haberland, Oakhurst, and Maplegrove in Haberland Subdivision; Wilder (between Seven & Eight Mile); Wilder (between Seven Mile and Fraser); Wilder

(between Fraser & Mackinaw); Ott Rd. (between Seven & Eight Mile); Chip Rd., (between Seven & Eight Mile); Chip Rd., (between Seven Mile & Fraser; and Chip Rd., (between Fraser & Mackinaw); at a total estimated construction cost of \$1,865,000.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Spicer Engineering Proposal For Proposed 2017 Road Millage Projects

Motion by Pike supported by Reder to approve the Spicer Engineering proposal for 2017 Township Road Millage projects as follows: Final Design Phase - Lump Sum Fee of \$35,000 and Construction Administration Phase estimated at \$115,000.

Roll call vote:

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

No: None

Absent: None

Motion carried.

2017/2018 Township Millage Paving Projects

The Supervisor and Spicer also prepared a listing of road paving projects for the subdivisions and roads in their vicinity. Due to the need to create special assessment districts for additional curb/gutter/drainage or other road improvements and the need to obtain bonding to finance the improvements, these projects may not be able to be implemented till the end of 2017 or the start of 2018.

Motion by Reder supported by Malkin to approve the 2017/2018 Road Millage Subdivision Paving Projects for the following: Goetz Ct., Goetz Acres (Fairfield, Meadowbrook, Royal Oak, & Elmview), Donald's Sub. (Beverly, Pasadena, Sunset, & Bloomfield), Sharon Park (Maplewood, Oak, Willow, Cedar, & Birchwood), Mutual Estates (Fairway, Parkway, Crestway), Westhills (Lorraine, Maxine, Coralinn, & Laura) and Brookway (South of Fairway to Kasemeyer) at an estimated construction cost of \$1,200,000.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Hall Request ó Relay for Life Spring Scrapbook Crop April 29, 2017

Motion by Pike supported by Kowalski to deny the request to waive the hall fee submitted by K. Yax, Relay for Life team Crafty Cancer Fighters, for use of the township hall on Saturday April 29, 2017 due to the board granting a previous request to waive hall rental fees in April 2017.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Hall Request ó Girl Scout Area 554 Distribution for õTreats and Readsö Fundraiser April 11, 2017

The Girl Scout Area 554 have submitted a request to waive hall rental fees to prepare for a õTreats and Readsö fundraiser. The concern was expressed they may also submit a request to waive hall rental fees for their cookie distribution in October. Given the previous action taken on the Relay for Life request, the board would like to limit the requests to waive hall rental fees to one time/year.

It will be up to the non-profit organization's discretion to choose the event to request the use of the hall.

Motion by Pike supported by Reder to approve the hall request submitted by S. Stevens, Girl Scout Area 554, for use of the township hall to receive and sort nuts and candies for their upcoming õtreats and readsö fundraiser on Tuesday April 11, 2017; signed contract, all fees waived.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Personnel Committee Recommendation ó Job Description Township Electrical Inspector

Motion by Brandt supported by Kochany to approve the job description for the Township Electrical Inspector and Plan Reviewer as submitted by the Personnel Committee with the amendment to delete the last paragraph on page 1.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Purchase of Chairs for Conference Room

The Treasurer presented a fourth chair option to replace the nine (9) chairs in the conference room at a quote of \$209.98/chair or \$1,889.82 total including shipping and handling.

There was also a quote from Tim's Cabinet Shop to replace two tables in the conference room and relaminate the board table at a cost of \$1,435.35.

The Clerk suggested ordering one of the chairs first to see if there was consensus on the comfort and features of the chair before ordering nine and finding they were not acceptable.

Brandt suggested also checking out the office furniture business in the Tech Park to see if they have a comparable chair option.

Malkin stated he would investigate both suggestions and report at the next meeting.

2017 Budget Adjustments for LWCF Park Grant

The Clerk in her February 27, 2017 memo to the board stated the township board has been, or will be, awarded the LWCF Park Grant. According to the terms of the Grant we have 2 years in which to do the project. If the board wishes to do the park improvements in 2017, budget adjustments will be necessary to increase revenue for the grant income and increase expenses for the park improvements. (See Resolution R-2016-003 Adopted at 3-14-2016 Board Meeting)

Revenue: Increase Park Grant Revenue account 101501.6 - \$102,300

Expense: Increase Park Improvement Expense acct. 751-958 - \$209,600 and allocate \$107,300 from Unallocated Surplus to cover the township 50% match plus the \$5,000 survey cost that is not a grant eligible expense.

Additionally, part of the submittal of the grant application stated the township would create and establish a Parks and Recreation Committee (see 9-26-2016 Board Minutes). This would also need to be in place before the park project is started.

Motion by Pike supported by Brandt to approve the 2017 General Fund budget adjustments for the LWCF Park Grant as submitted in the Clerk's memo to the board dated February 27, 2017.

Roll call vote:

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

No: None

Absent: None

Motion carried.

REPORTS

Board members were encouraged to turn in the BCTOA reservation for April 26, 2017 dinner/meeting if they wish to attend.

Malkin reported the Clerk has drafted a Subdivision Special Assessment Timeline for the five subdivisions that require additional improvements. Board members were requested to take note of the special meeting dates in May for the public hearings.

Malkin reported he has been notified the BCRC will be doing work on Wilder from Euclid to the MDOT facility commencing after July 4.

Malkin reported the township is signed up for IChat, which is a free service to obtain background checks for future employees. In addition, the township could have potential employees sign a release to have the Sheriff Dept. also run a background check.

Malkin will be implementing cross training of the front office and building department staff.

Malkin encouraged board members to read the MTA notice regarding possible legislation to eliminate tax exempt municipal bonds.

The meeting adjourned at 8:27 p.m.

Cindy L. Kowalski, Clerk

Ken Malkin, Supervisor