

CHARTER TOWNSHIP OF MONITOR  
REGULAR TOWNSHIP BOARD MEETING  
NOVEMBER 13, 2017

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

Members present: Malkin, Kowalski, Pike, Kochany, Reder, Walsh  
Members absent: Brandt

The Pledge of Allegiance was recited by all present.

Public Input opened at 7:01 p.m.

J. Bellor submitted a quote from SA-SO for the board to consider installing crosswalk signage on Midland Rd. close to, or at, the entrance of McAlear Sawden School. Bellor stated he is aware of children living in the Briar Subdivisions that are crossing Midland Rd. to walk to school and believes this would alert motorists to watch out for the children. Bellor spoke to Schauman the developer of Briar Farms who stated he would contribute to the cost of the signage.

Malkin stated he would speak with J. Lillo about the signage since Midland Rd. is a primary road under the jurisdiction of the Road Commission.

Board members also stated this issue was discussed in the past and if this is a child safety issue the Bay City Public Schools and the Road Commission should assume a portion of the cost.

Bellor also requested the board to consider increasing the Planning Commission meeting wage an additional \$5.00 for members to attend the meetings.

Public Input closed at 7:17 p.m.

Motion by Reder supported by Walsh to adopt the agenda with the addition of Full-time Firefighter & Job Description, Purchasing Policy and Planning Commission & ZBA Wages.  
Motion carried.

Motion by Reder supported by Walsh to approve the minutes of the October 23, 2017 regular meeting as amended.

Motion carried.

Motion by Reder supported by Kochany to approve the minutes of the October 25, 2017 special budget workshop meeting as presented.

Motion carried.

Motion by Reder supported by Walsh to pay the bills in the amount of \$22,011.12 from General Fund.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

Motion by Reder supported by Kowalski to receive the Treasurer's Report for October, 2017.  
Motion carried.

Update from Tonya Lewandowski regarding Forestry Grant

Ms. Lewandowski was not present to give an update regarding the Forestry grant.

Full-time Firefighter & Job Description

Malkin stated the personnel committee met with the Fire Chief on Friday to discuss posting the full-time firefighter position internally. Chief Kramer stated all the on-calls have been aware of the opening for this position since June and support the Chief in recommending J. Baker to fill the position.

Chief Kramer also supplied a job description for the full-time firefighter position.

Motion by Reder supported by Walsh to accept the Fire Chief's recommendation to hire J. Baker as a full-time firefighter effective January 1, 2018 at a rate of \$13/hr.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

Motion by Walsh supported by Reder to adopt the full-time firefighter job description.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

Public Hearing to Amend Trash Special Assessment Roll

The public hearing to amend the township-wide trash special assessment roll opened at 7:35 p.m. No public present wished to speak and the public hearing was closed.

R-2017-027 Resolution Confirming Trash Special Assessment Roll

Motion by Reder supported by Kowalski to adopt Resolution R-2017-027, a resolution confirming the township-wide trash special assessment roll.

**RESOLUTION CONFIRMING AMENDMENT TO  
SPECIAL ASSESSMENT ROLL  
REGARDING TOWNSHIP WIDE TRASH PICK UP**

**WHEREAS**, at its regularly scheduled meeting of the Monitor Township Board held on the 24<sup>th</sup> day of August, 1998, a Resolution of Intent to Proceed After Public Hearing was adopted confirming the Township's intent to enter into a five year township wide trash pick-up contract with Waste Management of Michigan, Inc. subject to the creation of a Special Assessment District consisting of

All residentially occupied parcels within the Township except for those in licensed mobile home parks,

condominium projects and apartment complexes where trash hauling is already provided to all residents.

And also subject to the approval of the Special Assessment Roll, and

**WHEREAS**, pursuant to proper notice as provided in Section 4(a) of Act 188 of 1954, a public hearing was held at a regular meeting of the Township Board held on the 28<sup>th</sup> day of September, 1998 at 7:00 p.m. to review the roll and to hear any objections to said roll; and

**WHEREAS**, the proposed special assessment roll was duly approved without objection at the close of the public hearing, and

**WHEREAS**, the Township has executed a Township Wide Residential Trash Removal Agreement (and five addendums thereto) to effectuate the trash pick-up program, and

**WHEREAS**, it has now become necessary to add as many as forty one (41) parcels and delete as many as twenty two (22) parcels from the special assessment roll as originally adopted, and

**WHEREAS**, this Board did on October 23, 2017, adopt a Resolution of Intent to Amend Special Assessment Roll which set a public hearing date for the consideration of the adoption of an amended special assessment roll and provided for proper notification of said hearing, and

**WHEREAS**, pursuant to proper notice as provided in Section 4(a) of Act 188 of 1954, a public hearing was held at a regular meeting of the Township Board held on the 13th day of November, 2017 at 7:00 p.m. to review the roll and to hear any objections to said roll;

**NOW THEREFORE BE IT RESOLVED**, that the amended special assessment roll as prepared by the Assessor and Clerk as it relates to the Township wide trash pick-up service initially being provided pursuant to a five (5) year agreement with Waste Management of Michigan, Inc., is hereby confirmed.

**IT IS FURTHER RESOLVED** that the Clerk shall endorse the Assessment roll with the date of the confirmation.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

Recommendation for Additional Permit Fees ó Building Dept.

The Supervisor and Building Official have recommended the board approve commercial and industrial applicants to obtain an Annual Permit for a fee of \$2,000/yr. to cover the alteration of ðalready approved electrical, gas, mechanical, or plumbing installationö pursuant Section 105.1.1 of the building code.

Motion by Pike supported by Reder to approve the building department to issue annual permits for a fee of \$2,000/yr.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

#### 2018 Bay County Sheriff Road Patrol Agreement

Motion by Kowalski supported by Reder to approve the 2018 Sheriff Road Patrol agreement.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

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

Planning Commission Chairman J. Bellor stated the planning commission was split in their opinion regarding the draft medical marijuana ordinance. Bellor stated they reviewed it and felt there would be more control by requesting a special use permit as recommended in the Michigan State study as opposed to site plan review as required in the draft ordinance.

They also recommended limiting growing and processing facilities in industrial zoned districts.

Motion by Kowalski supported by Walsh to pursue the adoption of a medical marijuana ordinance to allow medical marijuana growing and processing facilities in industrial zoned areas and send the draft ordinance back to the planning commission for further review.

Roll call vote:

Yes: Malkin, Kowalski, Pike, Reder, Walsh

No: Kochany

Absent: Brandt

Motion carried.

#### Sanitary Sewer Rates ó Possible Sewer Rate Increase 1<sup>st</sup> Quarter Billing Cycle

There was discussion regarding the need to increase the township sewer rate. The annual 6% rate increase suggested by the SAW sewer study is proving to be not sufficient in generating sufficient revenue to support our funds at DWS. The second and third quarter billing statements show a continued deficit. The Supervisor in conjunction with DWS and the Clerk project that a 14% or 15% rate increase will be needed to the CCF rate.

It is yet unknown if a similar rate increase will be needed to the RTS charge.

Further information and a recommendation to increase the sewer rate beginning the 2018 first quarter billing will be available at the next board meeting.

#### Quote from Kawkawlin Roofing and Universal Roofing for Front Office Roof Replacement

Due to the recent roof leak in the office portion of the building, quotes were received from Kawkawlin and Universal Roofing to give budget numbers for repair in 2018.

Reder suggested contacting B. Rivet from The Garland Company, Inc. to inspect the roof and submit a report to the board of his findings.

Supervisor DDA Board Member Recommendation ó F. Horak

Motion by Reder supported by Walsh to appoint F. Horak to fill the vacancy created by the resignation of B. Robison on the DDA Board, for the remainder of Robinson's term of office expiring March 31, 2020, as recommended in the Supervisor's memo to the board dated October 30, 2017.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

Hall Request ó Fire Academy December 201 ó May 2018

Motion by Kowalski supported by Malkin to grant the Fire Chief's November 7, 2017 hall request to hold the winter 2017 ó 2018 Fire Academy classes beginning December 5, 2017 and ending May 19, 2018.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

2018 Holidays

Motion by Reder supported by Walsh to adopt the following township holidays for 2018:

January 1 New Year's Day

January 15 Martin Luther King, Jr. Day

February 19 President's Day

March 30 Good Friday

May 28 Memorial Day

July 4 Independence Day

September 3 Labor Day

October 8 Columbus Day

November 12 Veterans Day Observed

November 22 & 23 Thanksgiving Day & Thanksgiving Friday

December 24 & 25 Christmas Eve & Christmas Day

December 31 New Year's Eve

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

2018 Meeting Dates

Motion by Reder supported by Walsh to adopt the following 2018 township meeting dates for the township board, planning commission and zoning board of appeals:

### **2018 Township Board Meeting Dates**

Monday, January 22, 2018	Monday, July 23, 2018
Monday, February 26, 2018	Monday, August 27, 2018
Monday, March 26, 2018	Monday, September 24, 2018
Monday, April 23, 2018	Monday, October 22, 2018
* Monday, May 14, 2018	Monday, November 26, 2018
Monday, June 25, 2018	* Monday, December 10, 2018

\* Meeting Scheduled for 2nd Monday Due to Memorial Day & Christmas Eve

### **2018 Planning Commission Meeting Dates**

Tuesday, January 02, 2018	Tuesday, July 03, 2018
Tuesday, February 06, 2018	* Wednesday, August 08, 2018
Tuesday, March 06, 2018	Tuesday, September 04, 2018
Tuesday, April 03, 2018	Tuesday, October 02, 2018
Tuesday, May 01, 2018	* Wednesday, November 07, 2018
Tuesday, June 05, 2018	Tuesday, December 04, 2018

\* Meetings Scheduled to Wednesday Due to Primary & General Elections

### **2018 Zoning Board of Appeals Meeting Dates**

ZBA meetings are held only as needed. The following dates have been set should a meeting date be needed.

Thursday, January 18, 2018	Thursday, July 19, 2018
Thursday, February 15, 2018	Thursday, August 16, 2018
Thursday, March 15, 2018	Thursday, September 20, 2018
Thursday, April 19, 2018	Thursday, October 18, 2018
Thursday, May 17, 2018	Thursday, November 15, 2018
Thursday, June 21, 2018	Thursday, December 20, 2018

Roll call vote:

Yes: Kowalski, Pike, Reder, Walsh

No: Malkin, Kochany

Absent: Brandt

Motion carried.

### **Purchasing Policy**

Motion by Reder supported by Walsh to give the Executive Board the authority to approve additional purchases under \$1,000 pertaining to action taken by board motion contingent upon

the unanimous consent of the executive board members and such action is communicated to the full board.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

Planning Commission & ZBA Wages

Motion by Walsh supported by Reder to approve increasing the meeting wage beginning January 1, 2018, for the Planning Commission and ZBA to receive an additional \$5/meeting and direct the Clerk to make the appropriate changes to reflect the increase in the draft 2018 general fund budget.

Roll call vote:

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

No: None

Absent: Brandt

Motion carried.

The meeting adjourned at 8:45 p.m.

Cindy L. Kowalski, Clerk

Ken Malkin, Supervisor