

CHARTER TOWNSHIP OF MONITOR
REGULAR TOWNSHIP BOARD MEETING
OCTOBER 22, 2018

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.
County Commissioner V. Begick gave an update from the County.
Public Input closed at 7:03 p.m.

Motion by Kowalski supported by Kochany to adopt the agenda with the addition of quote for BS&A licensing with Bay County for BS&A server.
Motion carried.

Motion by Reder supported by Pike to approve the minutes of the September 24, 2018 regular meeting as presented.
Motion carried.

Motion by Reder supported by Walsh to pay the bills in the amount of \$90,205.68 from General Fund.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Motion by Kowalski supported by Reder to receive the Treasurer's Report for September 2018.
Motion carried.

R-2018-014 Resolution Replacing 1994 Bid Resolution

Motion by Reder supported by Walsh to adopt Resolution R-2018-014, a resolution adopting the procedure for sealed bids as follows:

RESOLUTION ON SEALED BIDS

WHEREAS, Public Acts had previously required all local units of government to conduct sealed bids on any contracts of \$20,000.00 or more, to qualify for state revenue sharing payments; and

WHEREAS, the Public Acts at that time exempted contracts for the professional services, emergency service repairs, or services if the local unit exempts such services; and

WHEREAS, those previous Public Acts have been repealed; however, the Board of Trustees of the Charter Township of Monitor will continue to require sealed bids; and

WHEREAS, the Charter Township of Monitor uses previous performance qualifications as a basis for professional services; and

WHEREAS, Board of Trustees of the Charter Township of Monitor may authorize limited emergency services in instances where the time element makes it impossible to take sealed competitive bids.

NOW THEREFORE, BE IT RESOLVED:

That hereafter the Township Board of the Charter Township of Monitor will solicit sealed bids for all contracts for which the Board anticipates a total Township obligation of \$20,000.00 or more except for the following:

- a. Intergovernmental contracts.
- b. Contracts for professional services such as but not limited to engineering, legal, accounting, planning, assessing, environmental, and firefighting.
- c. Purchases through state, county, or federal agencies subject to discount or more favorable financing than otherwise available.
- d. Emergency repairs or services where the delays through solicitation of bids would be injurious or damaging.
- e. Employees or appointed officials salary or compensation contracts.
- f. In circumstances where the Board of Trustees of the Charter Township of Monitor by resolution or by motion supersede the provisions of this resolution.

BE IT FURTHER RESOLVED that where a solicitation of bids is required, the Township Board may determine the manner in which the bids are managed including authorizing other parties such as designated elected officials, employees, or consultants to manage the implementation of such bids; and the authority to reject any and all bids.

BE IT FURTHER RESOLVED that all prior resolutions regarding this issue are hereby repealed.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Public Hearing to Amend the Township Trash Special Assessment Roll

The public hearing to amend the township trash special assessment roll opened at 7:05 p.m. No public were present to speak and the public hearing was closed.

R-2018-016 Resolution to Amend the Township Trash Special Assessment Roll

Motion by Brandt supported by Reder to adopt Resolution R-2018-016, a resolution amending the township trash special assessment roll as follows:

**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 24th 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 28th 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 six addendums thereto) to effectuate the trash pick-up program, and

WHEREAS, it has now become necessary to add as many as twenty-eight (28) parcels and delete as many as twenty two (22) parcels from the special assessment roll as originally adopted, and

WHEREAS, this Board did on September 24, 2018, 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 22nd day of October, 2018 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 three (3) 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, Brandt, Kochany, Reder, Walsh

No: None

Absent: None

Motion carried.

PA 116 Applications ó Schwab

Motion by Kowalski supported by Reder to approve the two PA116 applications submitted by B. Schwab and P. Schwab for parcels 09-100-006-200-020-01 (58.01 acres) and 09-100-002-200-180-00 (28.53 acres) for an initial term of ten years.

Roll call vote:

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

No: None

Absent: None

Motion carried.

DDA 2019 Budget

Motion by Reder supported by Brandt to approve the proposed DDA 2019 budget as submitted.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Personnel Committee Recommendation for Administrative Secretary

Motion by Kowalski supported by Walsh to hire D. Peters as the Administrative Secretary at a rate of \$12.25/hr. effective November 5, 2018.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Personnel Committee Recommendation for Firefighter Position

Motion by Brandt supported by Reder to hire B. Weaver as a full-time firefighter effective January 1, 2019 at a rate of \$14.00/hr.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Recreation Plan

Malkin will submit goals for the township parks to be included in the recreation plan.

Request to Accept Quitclaim Deed in Harvest View No. 2 Subdivision Detention Area

It came to the attention of the township that the developer of Harvest View Subdivision No. 2 had sold the detention area to the abutting property owner. Since this property is public and services phase 2 of the subdivision, the owner was notified by the township attorney and has agreed to quit claim the property to the township.

Motion by Pike supported by Reder to accept the quitclaim deed for the detention area in Harvest View Subdivision No. 2.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Board of Review Appointment(s)

Motion by Reder supported by Pike to appoint R. Kienbaum, P. Wenzloff, and M. McFarland to the Board of Review and to appoint D. Trigg to serve as an Alternate on the Board of Review; all 2-year terms commencing January 1, 2019 through December 31, 2020.

Roll call vote:

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

No: None

Absent: None

Motion carried.

ZBA Appointment(s)

Motion by Reder supported by Kochany to reappoint J. Horen to the Zoning Board of Appeals for a 3-year term commencing January 1, 2019 through December 31, 2021.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Planning Commission Appointment(s)

Motion by Pike supported by Kochany to reappoint R. Campbell to the Planning Commission for a 3-year term commencing January 1, 2019 through December 31, 2021.

Roll call vote:

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

No: None

Absent: None

Motion carried.

C. Hoyle notified the Supervisor that she did not wish to be reappointed to the Planning Commission at the expiration of her current term.

There was board discussion that other individuals had notified board members of their interest to serve on the Planning Commission but their names were not submitted for consideration. Malkin stated he considered all 3 individuals and based his recommendation with the goals of maintaining a female perspective on the planning commission and who best would serve the township. Malkin further stated the other individuals would be considered in the future.

Motion by Brandt supported by Malkin to appoint C. Schweitzer to the Planning Commission for a 3-year term commencing January 1, 2019 through December 31, 2021.

Roll call vote:

Yes: Malkin, Kowalski, Brandt, Kochany, Reder

No: Pike, Walsh

Absent: None

Motion carried.

BASWA Appointment(s)

Motion by Reder supported by Walsh to appoint G. Brandt to serve as the BASWA trustee from Monitor Township and to reappoint B. Reder as the alternate trustee for a 4-year term commencing January 1, 2019 through December 31, 2022.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Hall Request of Fire Department Christmas Party December 7, 2018

Motion by Kowalski supported by Reder to grant the Fire Department use of the township hall for their annual Christmas Party to be held on December 7, 2018; signed contract, all fees waived.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Quote for BS&A Licensing with Bay County for BS&A Server

Malkin submitted a quote from Bay County to license with them for the update needed for the BS&A assessing software.

Kowalski and Pike voiced concern regarding the township connecting remotely to the county software and the potential inability to maintain control over the township's data. Since the Assessing portion of the BS&A software is shared with the Treasurer's office and the Building Department, it was felt it was in the township's best interests to keep and maintain the software on the township server.

Motion by Kowalski supported by Reder to grant the administrative board the authority to purchase a new server for the township office and BS&A software at a cost not to exceed \$14,000.

Roll call vote:

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

No: None
Absent: None
Motion carried.

REPORTS

Malkin gave a report on items that will be placed on upcoming agendas.

The meeting adjourned at 8:00 p.m.

Cindy L. Kowalski, Clerk

Ken Malkin, Supervisor