



AGENDA
October 6, 2016
7:30 p.m.

Regular Meeting

Call to Order – Pledge of Allegiance

Roll Call: ___Corrin ___Kukulis ___Gross
 ___Carlton ___Hedrich ___Hemgesberg ___Hornak

1. **Approval of Agenda** (Additions to the agenda will be handled under New Business)
2. **Approval of Minutes:** September 1, 2016 Regular Meeting Minutes
3. **Public Comments:** Two Minutes Per Person
 Additional time is provided during Extended Comments
4. **Committee/Commission Reports:**
 - a. County Commissioner – Katie Albosta Kelly
 - b. County Road Commission – Dennis Borchard
 - c. SCTOA – Ken Hornak
 - d. Cemetery Committee – Peter Hemgesberg, William Hedrich, Frances Kukulis
 - e. Building Official – Rob Kehoe
 - f. Ordinance Enforcement Officer – Pat Olk
 - g. Parks & Rec – Kevin Carlton
 - h. Rehmann Health Center – Cathy Gross
 - i. Fire Board Authority – Robert Corrin
 - j. Mid Michigan Waste Authority – Frances Kukulis
 - k. TASK Force – Kevin Carlton
5. **Board Officials Reports:**
 - a. Supervisor
 - b. Clerk
 - c. Treasurer
6. **Unfinished Business:**
 - a.
 - b.
7. **New Business:**
 - a. Accept Fiscal Year Ended March 31, 2016 Audit Report
 - b. Cemetery Fall Clean-up Ad (Published 2 weeks 10-02-16 & 10-09-16, Clean-up by 10-16-16)
 - c. Town Hall & Parshallburg Park Porta-john (Pick-up before Halloween)
 - d. Property Additions/Deletions to Refuse/Recycle Special Assessment Roll
 - e. Consider 2016 Winter Tax Refuse/Recycle Special Assessment Roll – Proposed Rate \$136.00/parcel
 - f. *Consider Adoption of America Recycles Day Proclamation
 - g.
8. **Extended Public Comment:** Two Minutes Per Person
9. **Extended Township Board Comment:**
10. **Approval of Bills:**
11. **Adjournment:**

***Addition to Agenda**



**Chesaning Township Minutes
Regular Meeting
October 6, 2016 @ 7:30 p.m.**

Regular Meeting: Called to order at 7:33 p.m.

Pledge of Allegiance

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

Members Absent: None

Approval of Agenda: Agenda was presented for approval.

Approval of Minutes: Minutes of the Regular Board Meeting of September 1, 2016 were presented for approval.

Public Comments: Rachel Veresh introduced herself to the Board and noted she was present to observe the functions of a public meeting for a college class she is enrolled in.

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 stated no meeting was held.

Cemetery – Hemgesberg noted he made a list of names from markers of graves along the riverbank that may be in jeopardy if another failure of the bank were to take place; these names will need to be included in the legal notification for the disinterment/re-interment process when, and if, needed; this list will additionally aid in the attempt to locate relatives; Kukulis noted there are additional graves in this same area listed in the cemetery records as sold with burials listed as unknown; Hedrich added these unmarked graves are additionally a concern and will need to be included in the process; Kukulis noted an attempt to contact relatives will be made as soon as possible noting the General Election has the office very busy at this time. Hedrich reported scrap metal left unclaimed from the cemetery clean-ups has been sold; \$18 was turned into the office. Hedrich and Corrin noted complaints about the "hands" a grave marker in North Section 3 have been on the increase; placement of this marker was allowed by a previous Board in 1990 with stipulations that names and dates of birth/death of those buried would need to be reflected on the "hands" for it to be considered a grave marker; over the years the marker has fallen into disrepair and maintenance has not taken place when family has been contacted, additionally the identifying information was never placed upon the marker as originally indicated; the Board will have Attorney Brandt send legal correspondence to the owners giving them until the next Board meeting (November 3) to respond to his letter and comply with the requirements or have the marker removed. Hemgesberg noted he will turn the water in the cemetery off by November 1.

Building Official – Corrin reported for Kehoe noting construction has slowed, there is a possibility of permits being pulled for a few sheds; plumbing and mechanical permits are still very active.

Ordinance Enforcement Officer – Corrin reported for Olk noting the possibility that 3 violations will be going to court for resolution.

Parks & Rec – Carlton reported the meeting was held October 5; discussion took place on recent vandalism at Showboat Park in the concession stand area, continued improvement of the disc golf course, plans for a river trail around the park is still awaiting grant dollars, speed limit signs will be installed around the park, road millings planned to be used on the park roads may not be available from the local construction, Halloween camping was successful and raised \$5,239 with planning for next year already started, a Christmas in July camping event is being planned, Stoddard resigned from the Board and Newman was appointed in the interim.

Rehmann Health Center – Gross noted clinics continue to be monitored with Mary Van Loon assisting, all have had attendance; the Health Center bank accounts have been changed over to Cathy Gross and Cheryl Bishop and bills are being paid; United Appeal is beginning late this year, a planning meeting will be held October 11, Mary Van Loon and Cathy Gross will be added to the bank account and Lori LaRue removed, the kickoff is scheduled for November 1.

Fire Board – Corrin reported ethics procedures are being written; the 6-month building payment has been made; 5 fire members and 2 boats were on hand for the river clean-up; a translator or someone who can assist with speaking to fire members

in other languages will be necessary to qualify for USDA loans; the driveway and parking lot will be seal coated by November 1; the water heater will need to be repaired, if possible, or replaced; the FEMA grant is being rewritten with money dedicated to clothing.

MMWA – Kukulis reported the next meeting will be held October 10.

Task Force – Carlton and Gross attended for Corrin who was at a MTA conference, it was noted committee reports were given; discussion took place on elections and taxes, pursuing getting the Shiawassee River in Chesaning included in the nationally recognized water trail, and coming up with a better way to take canoes out at Parshallburg Park; the Friends of the Shiawassee River annual bug collection will be held Wednesday, October 19 at 4 p.m.

Board Officials Reports:

Supervisor – Corrin noted the Gasper Road bridge project has been delayed until June 2017; a tube on Frandsche Road will be replaced in the Spring, the cost for a metal tube will be approximately \$6,200 or a cement tube \$8,850; the guard rail at the top of the Parshallburg bridge and another on the Gasper Road bridge have been damaged and will need replacing/repairing; a meeting will be held October 11 on the Young's Drain, possible assessment to the Township will be \$125,000-\$130,000 and another for the Bear Creek drain at \$213,000; the Saginaw County GIS will be updated to a new format, billing for participation has been received at a cost of \$1.60/parcel; Kukulis and Corrin attended the recent MTA Conference, discussion on proposed State legislation took place, a couple items mentioned were taking away the right of townships to set local speed limits, and changing the exemption process for disabled vets from a property tax exemption to an income tax deduction, 4 educational sessions were presented Kukulis attended two and Corrin the other two, the four sessions were on financial oversight, financial reports, exploring township functions, and improving internal controls; Corrin noted the township is doing what it needs to do with regards to money management.

Clerk – Kukulis noted she has completed preliminary testing of ballots and equipment over the past couple days; 375 absent voter ballots will be mailed October 7; training dates for elections inspectors have been set by the County; 3 new inspectors will be trained for the township, the State is recommending 10 inspectors be appointed per precinct, the township will be short of this number by a couple but will be adding inspectors over the number appointed in August, a meeting of the Election Commission and the public accuracy test of the voting equipment will be set and advertised for October 18.

Treasurer – Gross reported summer tax collections continue with 2% interest currently being collected; 88% of all bills have been paid and 109 parcels have been deferred; escrow requests for the winter tax season are coming in.

Unfinished Business: None

New Business:

Accept Fiscal Year Ended March 31, 2016 Audit Report – Kukulis noted audit reports were included with board packets; no significant issues were reported; the usual comment of internal controls being affected by staff size limiting segregation of duties was made.

Cemetery Fall Clean-up Ad (Published 2 weeks 10-2-16 & 10-9-16, Clean-up by 10-16-16) – Kukulis presented the Board a copy of the annual ad noting the dates the ad will run, the final date of clean-up, and when water will be turned off.

Town Hall & Parshallburg Park Porta-john (Pick-up before Halloween) – Corrin stated as in the past the town hall porta-john will be removed prior to the holiday and the same will happen with the one at Parshallburg Park.

Property Additions/Deletions to Refuse/Recycle Special Assessment Roll – Gross stated parcel counts have been reviewed with the Assessor and Building Official and noted changes to the assessment roll; add one (1) assessment, on parcel 20-4001-002, and delete five (5) assessments, two (2) on parcel 07-3002-000, one (1) on parcel 22-2002-000, one (1) on parcel 18-003-000, and one (1) on parcel 10-2001-000 bringing the total of special assessments to 936 down from 940 in 2015.

Consider 2016 Winter Tax Refuse/Recycle Special Assessment Roll – Proposed Rate \$136.00/parcel – Kukulis distributed copies of the table received last year of estimated costs for the 7-year term of the current refuse/recycle contract, highlighting 2016 costs for services, and the new estimated bill for solid waste services for 2017, she noted after discussing the information with Tessin of MMWA she would like the Board to consider a rate of \$138.00/parcel as opposed to the \$136.00/parcel proposed during budget work sessions to cover anticipated additional costs associated with the slowing of production anticipated by OPEC that may result in fuel supplements being added.

Consider Adoption America Recycles Day Proclamation – The Board was presented a proclamation promoting and recognizing the benefits of recycling for their consideration.

Extended Public Comment: None

Extended Township Board Comment: The Board revisited the discussion from September regarding the sale of recycle bins left stored in inventory at the MMWA facility. It was agreed by consensus the price of the bins will be reduced immediately from \$7 to \$5 to encourage their sale.

Items Approved:

- Motion by Hornak, support by Hemgesberg, to approve the agenda as presented, with the addition of Item f) Consider Adoption of America Recycles Day Proclamation under New Business . Motion Carried.
- Motion by Carlton, support by Hedrich, to approve the September 1, 2016 Regular Board Meeting minutes, as presented. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to have Attorney Brandt send legal correspondence to the owners of the “hands” grave marker located in North Section 3 of Wildwood Cemetery informing them the marker is in violation of the special allowance granted to them in 1990. Motion Carried.
- Motion by Hemgesberg, support by Hornak, to accept the Fiscal Year ended March 31, 2016 audit report. Motion Carried.
- Motion by Kukulis, support by Hedrich, to add one (1) assessment, on parcel 20-4001-002, and delete five (5) assessments , two (2) on parcel 07-3002-000, one (1) on parcel 22-2002-000, one (1) on parcel 18-003-000, and one (1) on parcel 10-2001-000 from the refuse and recycle special assessment roll bringing the total of special assessments to 936. Roll Call Vote – Yes: Gross, Kukulis, Carlton, Hedrich, Hornak, Hemgesberg, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to set the fiscal year 2016-2017 assessment rate to be placed on the 2016 Winter Tax Refuse and Recycle Collection Special Assessment District Roll at \$138.00/parcel. Roll Call Vote – Yes: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. No: None. Motion Carried.
- Motion by Gross, support by Hemgesberg, to adopt the America Recycles Day Proclamation as presented. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Carlton, Corrin. No: None. Motion Carried.
- Motion by Hornak, support by Hedrich, to pay bills, as presented. Bills totaled \$31,874.81. Roll Call Vote – Yes: Hornak, Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Kukulis, to adjourn the meeting at 9:03 p.m. Motion Carried.

**Frances M. Kukulis, Clerk
Chesaning Township**