



**AGENDA**  
March 2, 2017  
8:30 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:** February 2, 2017 Regular & February 15, 2017 Budget Work Session Board Meeting Minutes
3. **Public Comment:**        Two Minutes Per Person (Additional time is provided during Extended Comment)
4. **Open Budget Public Hearing**
5. **Review:**
  - a. Fiscal Year 2017-2018 General Fund Budget
  - b. Fiscal Year 2017-2018 Refuse & Recycle Budget
  - c. Public Comment - Two Minutes Per Person
6. **Close Budget Public Hearing**
7. **Committee/Commission Reports:**
  - a. County Commissioner – Kyle Harris
  - 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 – Patrick 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
8. **Board Officials Reports:**
  - a. Supervisor
  - b. Clerk
  - c. Treasurer
9. **Unfinished Business:**
  - a. Consider Contract with Rowe Professional Services Company for Master Plan Update
  - b. and Consider Initial Payment if Contract Approved
  - c.
10. **New Business:**
  - a. Fiscal Year 2016-2017 Budget Amendments
  - b. Fiscal Year 2017-2018 General Fund Budget
  - c. Fiscal Year 2017-2018 Refuse & Recycle Budget
  - d. Fiscal Year 2017-2018 Salary Schedule
  - e. Fiscal Year 2017-2018 Fee Schedule
  - f. Fiscal Year 2017-2018 Board Meeting Schedule
  - g. \*Fiscal Year 2017-2018 Road Project Discussion
11. **Extended Public Comment:**        Two Minutes Per Person
12. **Extended Township Board Comment:**
13. **Approval of Bills:**
14. **Adjournment:**

\*Addition to Agenda



**Chesaning Township Minutes  
Regular Meeting & Budget Public Hearing  
March 2, 2017 @ 8:30 p.m.**

**Regular Meeting:** Called to order at 8:32 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

Corrin called for a moment of silence to honor Planning Commission Chair Harold Mallory who passed away early this week.

**Approval of Agenda:** Agenda was presented for approval.

**Approval of Minutes:** Minutes of the Regular Board Meeting of February 2, 2017 and the Budget Work Session Special Meeting of February 15, 2017 were presented for approval.

**Public Comments:** None

**Open Budget Public Hearing:** The public hearing was called to order at 8:37 p.m.

Fiscal Year 2017-2018 General Fund Budget – The board reviewed the proposed fiscal year 2017-2018 General Fund budget, discussed the possibility of a Headlee rollback from the current .9282 operating millage rate, noted the 1.50 fire assessment millage rate on real properties, proposed meeting dates, fee and salary schedules.

Fiscal Year 2017-2018 Refuse & Recycle Budget – The board reviewed the proposed fiscal year 2017-2018 Refuse & Recycle budget.

Public Comment – None

**Close Budget Public Hearing:** The public hearing was closed at 8:41 p.m.

**Committee/Board Reports:**

County Commissioner – Harris reported he has met with the Sheriff and toured the jail additionally he recently toured Animal Control both departments would like to seek millage rate increases and are hopeful the County Commission will support them; the County has filed suit against Stat EMS for operating within the County without approval. Harris listened to comments and answered questions of the Board.

County Road Commission – No one present to report; a letter was received from Jennifer Brieske, Saginaw County Road Commission Administrative Assistant/Board Secretary, noting her March 1, 2017, retirement and informing that monthly reports may not be available until her position is filled.

SCTOA – Hornak noted no meeting was held.

Cemetery – Hemgesberg noted the Cemetery Committee will meet soon regarding ordinance updates and the proposed columbarium; the riverbank is holding; the court order has been received to allow moving of burials on the riverbank; the process of getting permits to move burials should begin so paperwork may be completed by the time ground work can begin; Hedrich and Hemgesberg will attempt a process to clean-up the ground asphalt in the North Section displaced by winter snow plowing

Building Official – No one present to report; a report of activity for the month was provided by Kehoe.

Ordinance Enforcement Officer – No one present to report; a report of activity for the month was provided by Olk and presented by Corrin; letter sent to Ferden Road property on trash and blight, awaiting a response; work on Corunna Road property clean-up has slowed, Olk will monitor, a second letter may be sent; another Corunna Road property with a safety hazard from an improperly secured foundation may sell, the prospective owner contacted Olk regarding restrictions; a third Corunna Road property has been sent a letter regarding blowing trash; a property on Chesaning Road has been sent a letter and is being monitored.

Parks & Rec – Carlton reported the meeting has been rescheduled to March 8 at 6:30 p.m. at the Chamber office; he reminded the Board of the upcoming kid's Sucker Festival to be held April 15.

Rehmann Health Center – Gross noted a meeting will be scheduled soon to be held Mid-March to determine United Appeal awards, approximately \$24,000 was received; the Health Center Board will need to meet soon to determine the hiring of an assistant.

Fire Board – Corrin reported testing of hoses, ladders and air packs is costly and is done yearly, the possibility of every other year testing of equipment that is seldom or un-used during the year is being researched; they are still awaiting the FEMA

grant award that will be used for turnout gear or to replace older air packs; the DNR has received new equipment and the Fire Department would like to trade the Hummer in on a piece of equipment that would be a less costly vehicle to operate.

MMWA – Kukulis reported on the February 13, 2017 meeting; Earth Day will be celebrated April 22, 2017 from 10 am-2 pm at the Saginaw Zoo; Special Waste Drop off Days will be expanded this year and will run May-September with 2 paint, 1 hazardous material, and 1 non-hazardous material drop of days per month and additionally an evening event in August and a Saturday event in September; calendars of these dates are being prepared and will be distributed soon; a closed session of the board was held to discuss recent activities of member Chesaning Village; the board voted to release Chesaning Village from its' contract obligations to MMWA when it returned to open session to avoid any additional legal fees; the next meeting will be held April 10, 2017 at Thomas Township.

Task Force – Corrin reported on the meeting held, he noted committee reports were given; an Open House will be held on March 7, 2017 from 6-8 pm to tour the refurbished high school.

#### **Board Officials Reports:**

Supervisor – Corrin noted he and Hedrich attended the Saginaw Future Annual Meeting held February 17, 2017; Spicer continues work on the Countywide Hazard Mitigation Plan, a generator is needed for the local community house and the County Sheriff's Public Safety Director is looking for donations to assist; he met with State Representative Ben Frederick on February 27, 2017, they discussed the recent vote ending the proposal to cut State Income Tax, the need for school funding in this area, legislation that would allow township supervisors to marry people; and proposed legislation to roll back registration fee increases before they have even taken place; he additionally noted the County Drain office will be holding a meeting at the K of C Hall on Wednesday, March 8, 2017 at 6:30 p.m. to discuss the Bear Creek Drain.

Clerk – Kukulis noted preparation for the May 2 Special School Election is ongoing; AV ballot applications will be mailed to those on the permanent AV list next week; ballots are expected to be delivered next week and test decks prepared; testing of equipment will take place once prom packs and Automark cards are programmed and received from the County; additionally preparation for audit has begun.

Treasurer – Gross reported \$3,647,696 or 92% of property taxes were collected by the due date; a first time reimbursement from the State or \$877 for personal property has been received; a State Revenue Sharing check in the amount of \$30,361 was received up from last year's amount of \$28,621; preparation for tax settlement begins.

#### **Unfinished Business:**

Consider Contract with Rowe Professional Services Company for Master Plan Update and Consider Initial Payment if Contract Approved – The Board was presented, for their consideration, and adopted the revised contract from Rowe, as was previously determined necessary by the Planning Commission; additionally the Board considered an initial payment for the contract once it was approved.

#### **New Business:**

Fiscal Year 2016-2017 General Fund Budget Amendments – Kukulis presented amendments to the Fiscal Year 2016-2017 Budget for consideration of the Board moving \$6,250 from Contingencies as follows: \$750 to Attorney, \$500 to Office Help and \$5,000 to Cemetery.

Fiscal Year 2017-2018 General Fund Budget – The Board reviewed and adopted the proposed 2017-2018 General Fund Budget.

Fiscal Year 2017-2018 Refuse & Recycle Budget – The Board reviewed and adopted the proposed 2017-2018 Refuse & Recycle Budget. It was noted the current \$138 assessment would remain un-charged for the 2017 winter tax collection season and fund balance would be used to pay any shortfall.

Fiscal Year 2017-2018 Salary Schedule – The Board reviewed and adopted the proposed 2017-2018 Salary Schedule. It was noted salaries of the Supervisor, Clerk, Treasurer and Trustees remained the same.

Fiscal Year 2017-2018 Fee Schedule – The Board reviewed and adopted the proposed 2017-2018 Fee Schedule. Corrin noted the schedule may need to be amended at a later date to take into consideration the cost of preparing land enhancements.

Fiscal Year 2017-2018 Board Meeting Schedule – The Board reviewed and adopted the proposed 2017-2018 Board Meeting Schedule moving the March 1, 2018 meeting to the second Thursday of the month to accommodate budget forecasting.

Fiscal Year 2017-2018 Road Project Discussion – Corrin presented the Board a list of proposed road projects for fiscal year 2017-2018 for their consideration; projects included chip and seal 2 miles of Stuart Road from M-57 to Chesaning Road, chip and seal 1 mile of Amman Road from Ditch Road to the County Line, 2 loads of hot patch for use at various locations, and a cross tube replacement on Frandsche Road south of Ferden Road, the total cost of these projects is \$83,734; additionally brining of roads will have to be done, and a cross tube on Niver Road needs work and will have to be considered at a later date; \$80,000 is included in the proposed 2017-2018 budget for road projects and \$31,346 is available for use by the Township from its' County road allotment.

**Extended Public Comment:** County Commissioner Harris noted he will be moving to a St. Charles Township address but it will not affect his term of office.

**Extended Township Board Comment:** None

**Items Approved:**

- Motion by Hornak, support by Hemgesberg, to approve the agenda, as presented, with the addition of Item g) Fiscal Year 2017-2018 Road Project Discussion under New Business. Motion Carried.
- Motion by Hedrich, support by Carlton, to approve the February 2, 2017 Regular Board Meeting minutes, as presented. Motion Carried.
- Motion by Hornak, support by Hedrich, to approve the February 15, 2017 Budget Work Session Special Meeting minutes, as presented. Motion Carried.
- Motion by Hemgesberg, support by Carlton to accept the revised proposal and enter into a contract with Rowe Professional Services Company for an update to the Townships' Master Plan in the amount of \$7,350.00. Roll Call Vote – Yes: Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Hornak, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to make an initial pre-payment to Rowe Professional Services Company for the Master Plan update in the amount of \$1,500.00 from the Fiscal Year 2016-2017 Budget. Roll Call Vote – Yes: Gross, Kukulis, Carlton, Hedrich, Hornak, Hemgesberg, Corrin. No: None. Motion Carried.
- Motion by Kukulis, support by Hemgesberg to amend the Fiscal Year 2016-2017 Budget, moving \$6,250 from Contingencies as follows: \$750 to Attorney, \$500 to Office Help, and \$5,000 to Cemetery. Roll Call Vote – Yes: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. No: None. Motion Carried.
- Motion by Hornak, support by Hedrich to adopt the Fiscal Year 2017-2018 General Fund Budget, as presented. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Carlton, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to adopt the Fiscal Year 2017-2018 Refuse & Recycle Budget, as presented. Roll Call Vote – Yes: Hornak, Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Corrin. No: None. Motion Carried.
- Motion by Hornak, support by Carlton, to approve the Supervisor Annual Salary at \$9,000.00, as presented. Roll Call Vote – Yes: Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Hornak, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to approve the Clerk Annual Salary at \$19,200.00, as presented. Roll Call Vote – Yes: Gross, Kukulis, Carlton, Hedrich, Hornak, Hemgesberg, Corrin. No: None. Motion Carried.
- Motion by Carlton, support by Hornak, to approve the Treasurer Annual Salary at \$18,200.00, as presented. Roll Call Vote – Yes: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to approve the Trustee Annual Salary at \$2,160.00 each trustee, as presented. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Carlton, Corrin. No: None. Motion Carried.
- Motion by Kukulis, support by Hornak, to approve the Appointed and Hired Employee Salaries, and Mileage Schedule, as presented. Roll Call Vote – Yes: Hornak, Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to adopt the 2017-2018 Fee Schedule, as presented. Roll Call Vote – Yes: Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Hornak, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to adopt the Schedule of Board Meeting Dates normally held on the first Thursday of each month at 7:30 p.m. at the Township Hall, 1025 W. Brady Street, Chesaning as follows: April 6, 2017, May 4, 2017, June 1, 2017, July 6, 2017, August 3, 2017, September 7, 2017, October 5, 2017, November 2, 2017, December 7, 2017, January 4, 2018, February 1, 2018, and March 8, 2018, as presented. Roll Call Vote – Yes: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. No: None. Motion Carried.

**NOTE:** Complete Budget, Fee Schedule and Salary Schedule are available for review in the Clerk's office and on the bulletin board on the front of the township building.

- Motion by Carlton, support by Hornak, to approve the Fiscal Year 2017-2018 Road Work Projects, as presented. Motion Carried.
- Motion by Hornak, support by Hedrich, to pay bills, as presented. Bills totaled \$54789.43. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Carlton, Corrin. No: None. Motion Carried.
- Motion by Carlton, support by Hedrich, to adjourn the meeting at 9:53 p.m. Motion Carried.

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