



**Chesaning Township Minutes
Regular Meeting
February 6, 2014 @ 7:30 p.m.**

Regular Meeting: Called to order at 7:30 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; Item d) Consider 2014-2015 Agreement with Village to Supplement the Community Parks and Recreation Commission, Item e) Fiscal Year 2013-2014 General Fund Budget Amendments, and Item f) Discussion on Reimbursement for Services during Administrative Assistant/Cemetery Sales Rep Leave of Absence was added to the agenda under New Business.

Approval of Minutes: Minutes of the Regular Board Meeting of January 2, 2014 were presented for approval.

Public Comments: None

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 the meeting agenda was light; discussion focused mainly on planning the hospitality room hosted at the MTA State Convention.

Cemetery – Hemgesberg noted marker flags were moved and are still visible for snow removal; Corrin stated a load of topsoil has been delivered for burials; Kukulis noted downed brush will be cleaned by lawn maintenance contractor once weather permits.

Building Official – No one present to report. Kehoe provided report of permits issued for 2013.

Ordinance Enforcement Officer – No one present to report. Corrin noted animals on Sharon Road are an ongoing issue; Hemgesberg noted Planning Commission met February 5 and additionally discussed the Sharon Road issue with hopes of resolution. He noted other discussion included marijuana, blight and the re-appointment of Commission officers (Chair Harold Mallory, Secretary Phil Schmiede and members Jerry Harris, Thomas Tithof and Pete Hemgesberg) for 2014.

Parks & Rec – Carlton stated the first meeting with newly appointed members was held February 5; meetings will continue to be held at various locations at 6:30 p.m. the first Wednesday of each month; the commission is strictly advisory to the Village; they spent much of the meeting figuring out their new position.

Rehmann Health Center – Gross read a letter from the Health Center Board noting the past year's difficulties the Center has encountered and resulting financial stress. They asked the Township to consider the contribution to be near or the same as in the past and asked that it be forwarded as soon as possible. Discussion took place relating to Center services provided residents, budgeted contribution, moving payment up from March to February for this year, and asking our District County Commissioner to be more proactive in representing the Center at the County level.

Fire Board – Corrin noted the Board has decided to utilize Hoerner Associates for bookkeeping and check writing services; the audit is complete; a firefighter stepped down from lieutenant, another moved up to the position, and a new firefighter has been added.

MMWA – Kukulis stated the February meeting has been cancelled due to difficulties encountered in moving into the new MMWA offices, it may be rescheduled for March; additionally noted weather delay impacts to service, and that the upcoming President's Day holiday will not impact collection services.

Task Force – Carlton noted the meeting was light; reports were received; task force member Erin Schmandt, Library Director has taken another job and was honored for her service.

Board Officials Reports:

Supervisor – Corrin reported on the GIS meeting noting another fly over has taken place zooming in on properties and will

assist in visualizing changes; the upcoming Saginaw Future annual meeting; delay in the Gary Road bridge project; Saginaw County District 3 Road Commission informational meeting for Township Supervisors to be held 10 a.m., February 28 at Chesaning Township Hall; Saginaw County summer road work budget will be negatively impacted by cost overages due to the severe winter weather; an open house will be held at the River Rapids Library February 19 from 5-7 p.m. for outgoing Library Director Erin Schmandt who has worked for the library since 2004 (the library was a township library prior to becoming a district library in 2011); Board Members Corrin, Gross, and Carlton attended MTA Convention held January 28-31, Corrin attended sessions on the Freedom of Information Act and on proposed changes to the Board of Review and Assessing noting State efforts to consolidate these functions into County government.

Clerk – Kukulis noted Charter Communications has notified the Township and residents of a change to digital service on or after February 18 that will impact service of analog customers; an election will most likely be held May 6 for two school millage questions; preparation of financial work has begun for the upcoming February 18 budget work session.

Treasurer – Gross reported tax collections end February 28 noting 71% of taxes have been collected year-to-date, the same percent as this time last year; she attended the recent MTA Conference and found it interesting and educational, sessions attended included Personal Property Taxes, Competitive Bidding, Special Assessments, Policy Books, and the Parade of Flags.

Unfinished Business:

Parks and Recreation Agreement (Final Information Update) – Included for Board review was a copy of the ordinance adopted by Chesaning Village establishing the Parks and Recreation Commission. Corrin noted the Village made changes to the Commission based upon advice from their auditors; an agreement with the Village to supplement the commission will be addressed during New Business.

Consider Extension of Tax Bill Due Date (to February 28, 2014) – The board formally considered the extension of the tax bill due date to accept payment of taxes until February 28, 2014 without penalty.

Budget Process – (Work Session Reminder Tuesday, February 18 and if needed February 19, 2014) – Corrin reminded the Board of the work session dates adding revenues in the upcoming budget will show little increase, taxable value of property has had little gain, housing starts/construction has had no real increase, and a slight decrease in revenues due to the new veteran exemptions.

New Business:

Consider 2014-2015 Agreement with Village for Event Police Coverage – An agreement for emergency response special event police coverage for fiscal year April 2014 through March 2015 was presented for consideration.

Saginaw Future Annual Awards Luncheon Reminder 2-21-14 (RSVP by 2-17-14) – The Board was reminded of the annual awards luncheon and asked to confirm their attendance with Kukulis before February 17.

2014-2015 Road & Drain Projects – Corrin stated the County's 2014 estimates of the Township's At-Large Drain Assessments included the Kuchar Drain, which has been previously paid in full, without the Kuchar Drain a balance of \$3,329.60 is estimated owing for the Branch of the Fairchild Creek Drain, Hurd Drain, Miller #2 Drain, and Mills Drain assessments. He added an at-large assessment will be due for the Bear Creek Drain once determined by the County but this cost, and when it will be assessed, is unknown at this time. The County's 2013 road project billings have been completed and as of December 31, 2013 the Township's carry over allocation is \$1,037.33, the 2014 allocation is \$15,153.93 for a total of \$16,191.26 available for 2014 road projects. The County indicated future pothole patching will no longer be paid for by the County, hot patch costs \$8,500 per load; McKeighan Road (1-1/2 miles), and possibly Ferden Road (1 mile) will need to be discussed as candidates for seal coating at \$16,500 per mile; the County is additionally recommending a new chip lock process "Fogseal" to extend the life of seal coating at a cost of \$2,500 per mile. Spring frost damage to cross tubes and other work such as brine will additionally have to be considered during the budget process.

Consider 2014-2015 Agreement with Village to Supplement the Community Parks and Recreation Commission - An agreement to supplement Parks and Recreation for fiscal year April 2014 through March 2015 was presented for consideration.

Fiscal Year 2013-2014 General Fund Budget Amendments – An amendment to the 2013-2014 General Fund Budget, moving \$320 from Contingencies to Other Funds to cover an additional billing received for Worker's Compensation Insurance was presented for approval.

Discussion on Reimbursement for Services during Administrative Assistant/Cemetery Sales Rep Leave of Absence – Corrin noted Vogl's leave, anticipated to be eight weeks in duration, will precipitate the need for coverage of the cemetery, and administrative assistant functions. He asked for and received, Board consensus in transferring the cemetery obligations and pay to Kukulis during the time of leave. He noted other duties, as past practice indicates, would be performed by the Clerk, Treasurer, and/or other office staffing and paid for through the Office Help budget line item at the established rate of \$8.00/hour.

Extended Public Comment:

None

Extended Township Board Comment:

Carlton commented on his attendance at the recent MTA Conference and the educational sessions he attended; S.O.P.'s (Standard Operating Procedures), Hiring and Firing Employees, and Social Media.

Items Approved:

- Motion by Hemgesberg, support by Hornak, to approve the agenda with the addition of Item d) Consider 2014-2015 Agreement with Village to Supplement the Community Parks and Recreation Commission, Item e) Fiscal Year 2013-2014 General Fund Budget Amendments, and Item f) Discussion on Reimbursement for Services during Administrative Assistant/Cemetery Sales Rep Leave of Absence under New Business. Motion Carried.
- Motion by Hedrich, support by Carlton, to approve the January 2, 2014, Regular Board Meeting minutes as presented. Motion Carried.
- Motion by Hornak, support by Hedrich, to extend the tax bill due date to February 28, 2014 without penalty. Motion Carried.
- Motion by Hemgesberg, support by Hedrich, to enter into an agreement with the Village of Chesaning whereas the Township will contribute \$3,600.00 during fiscal year April, 2014 through March, 2015 as a supplement to the village police force in consideration of emergency response time in the Township and special event coverage within the Village. Roll Call Vote – Yes: Hemgesberg, Gross, Kukulis, Carlton, Hedrich, Hornak, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Hornak, to enter into an agreement with the Village of Chesaning whereas the Township will contribute \$7,000.00 during fiscal year April, 2014 through March, 2015 as a supplement to the community Parks & Recreation Commission. Roll Call Vote – Yes: Gross, Kukulis, Carlton, Hedrich, Hornak, Hemgesberg, Corrin. No: None. Motion Carried.
- Motion by Hemgesberg, support by Gross, to amend the fiscal year 2013-2014 General Fund Budget moving \$320 from Contingencies to Other Fund (Insurance). Roll Call Vote – Yes: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Corrin. No: None. Motion Carried.
- Motion by Kukulis, support by Hemgesberg, to pay bills as presented including payment to Rehmann Health Center for \$4,500.00 as budgeted. Bills totaled \$109,461.64. Roll Call Vote – Yes: Hedrich, Hornak, Hemgesberg, Gross, Kukulis, Carlton, Corrin. No: None. Motion Carried.
- Motion by Carlton, support by Kukulis, to adjourn the meeting at 9:17 p.m. Motion Carried.

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