

**KOCHVILLE TOWNSHIP BOARD OF TRUSTEE  
REGULAR MONTHLY BOARD MEETING  
Kochville Veterans Hall  
3265 Kochville Road Saginaw, MI 48604  
MINUTES OF  
February 27, 2017**

**1. Pledge of Allegiance/Roll Call**

The Regular Meeting was called to order at 7:00 p.m. by Supervisor Loiacano at the Kochville Veterans Hall. The Pledge of Allegiance was recited.

**Roll Call:**

PRESENT: Supervisor Loiacano, Clerk Machata, Treasurer Brewster, Trustee Thon and Trustee Ferrell.

ALSO PRESENT: Jeff Zittel, Twp Manager; Alan Malesky, Fire Chief; Mike Comstock, DPW Manager; Jamie Uptmor, Deputy Clerk; Kerri Malesky, Kochville Veteran's Hall Director; Dan Potter, Potter Consulting; Bruce Palmer, Zoning Administrator; Dave Meyer, Township Legal Counsel and 4 other interested parties/guests.

**2. Approval of Consent Agenda**

Motion by Trustee Ferrell and seconded by Trustee Thon to approve consent agenda with changes. 9a, 2<sup>nd</sup> paragraph, p. 4 should be "asked" instead of as and also "residents" instead of resident. Approval of Trustee Board meeting minutes January 23, 2017, Payment of the Regular Bills, Next Regular Kochville Township Board Meeting: Monday, March 20, 2017 at 7 pm. Budget Workshop Meeting March 8, 2017 at 6 pm @ Kochville Veterans Hall. Motion carried.

**3. Agenda Approval**

Remove 9e.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve agenda as written.

**AGENDA  
KOCHVILLE TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING (7:00 PM) , MONDAY, FEBRUARY 27, 2017  
KOCHVILLE VETERANS HALL – 3265 KOCHVILLE ROAD - SAGINAW, MI 48604**

1. *Pledge of Allegiance / Roll Call*
2. *Approval of Consent Agenda*
  - a. *Approval of Trustee Board meeting minutes January 23 , 2017*
  - b. *Payment of the Regular Bills*
  - c. *Next Kochville Township Board Meeting: Monday, March 20, 2017 at 7pm.*
  - d. *Budget Workshop Meeting - March \_\_\_\_ time \_\_\_\_ ?*
2. *Approval of Agenda*
3. *Public Comment (Open/Close Floor)*
4. *Communications / Information/ Presentations*
  - a. *Davis Rd. water line project*
    - *Update Design- Mike C./Jim K.*
    - *Waterline/district Petition -*
  - b. *DDA standing on future extension of Fashion Square Blvd.*
5. *Department Reports*
  - a. *Fire Dept.*
  - b. *DPW*
  - c. *Building & Code*
  - d. *Vets Hall*

Agenda (cont.)

6. **Financials** – Treasurer Brewster .

7. **Unfinished Business** -

- a. *Water /Sewer Overview (Systems Documentation)- Mike C./Dan P.*
- b. *InfoWater - Software (for documentation of KV water system) {\$2,300.00}*
- c. *Overview - Closed Sessions – Open Meetings Act 267 of 1976; MCL 15.268, Sec. 8.,(h) material exempt from disclosure by state or federal statute.- (Dave Meyer ) {Water Contract}*
- d. *Discussion/Motion- Network Firewall/Switches maintenance & Control- Jim*

8. **New Business** -

- a. *Discussion – Increase of treasurer pay – Lyle*
- b. *Discussion/Motion-Credit Card reduction and more control*
- c. *Discussion/Motion- Update of resolution 08-17 for depository*
- d. *Discussion/Motion- Resolution 17-02 - Poverty exemptions*
- e. *Discussion/Motion- Resolution 17-03 - PA 116 Farmland Preservation request*
- f. *Discussion/Motion- Resolution 17-04 - deputy treasurer pay amendment*
- g. *Discussion/Motion- Resolution 17-05 - deputy clerk pay amendment*
- h. *Discussion/Motion – 2017 Road Maintenance Costs-*
- i. *Fire Department Cost Recovery – request to waive Fire Department Cost Recovery Charge – Kylie Schuh*

9. **Manager Comments**

10. **Board Member Comments**

11. **Adjournment**

4. **Public Comments** –

None

5. **Communications/Information Presentations**

a. Davis Road water line project

- Update Design- Jim Klein has finished preliminary design and has sent plans to utility companies that would be affected. Once he hears back we will be in a holding pattern.
- Waterline/district petition- Dave Sanchez has contacted 8 of the residents being affected and no one has signed the petition so far.

b. DDA standing on future extension of Fashion Square Blvd.

There have been a few people that have not signed the right of way, so therefore there is no right of way all the way to Pierce Rd. Chris and Kevin Kilby will have an update at the next board meeting on March 20, 2017.

c. Yeo & Yeo

Jeff discussed letter from Yeo & Yeo. Lyle asked if we would look for someone else for the next year after this audit was completed. Jeff said yes.

6. **Department Reports**

- a. Fire Depart    b. DPW    c. Building & Code    d. Vet's Hall

**7. Financial Report Ending January 31, 2017**

Treasurer Brewster read the balance for each of the following funds for month ending January 31, 2017.

a) General Fund	\$824,790.77
b) Fire Fund	\$459,587.29
c) Kochville Veterans Hall	\$18,391.11
d) Garbage and Rubbish Collection Fund	\$42,794.54
c) Building Department Fund	\$129,500.52
d) Debt Services Fund – Kochville Road	(\$8,869.75)
e) Debt Service Fund – Fashion Square Ext	\$0.00
f) Capital Improvement Fund – Krossroads	\$80,000.00
g) Capital Improvement Fund – Davis Road	\$250,000.00
h) Capital Improvement Fund – Fashion Square	\$523,996.25
i) Sewer Fund	\$681,730.26
j) Water Fund	\$972,576.11
k) Tax Collection Fund	\$155,995.53
Total of all Funds \$	\$4,130,492.63

**8. Unfinished Business**

a. Dan Potter of Potter Consulting presented a letter to the board members stating that there will be some ordinance definition changes along with resolution rate schedule presented at the March 20, 2017 Board Meeting.

b. InfoWater- Software (for documentation of KV water system) {\$2,300.00} Mike Comstock stated that this is not yet in. Jim stated that this was already discussed in Jeff's office.

c. Overview-Closed Session – note item was moved to the end of new business  
Motion by Clerk Machata and seconded by Treasurer Brewster to enter into closed session at 8:00 pm per Open Meetings Act 267; MCL 15.268, Sec. 8.,(h) material exempt from disclosure by state or federal statute - Dave Meyer Water Contract Legal Opinion. Motion Carried

ROLL CALL VOTE:

Ayes: Brewster, Ferrell, Machata, Thon and Loiacano Nays: None

Motion by Clerk Machata and seconded by Supervisor Loiacano to enter back into open session at 9:28 pm. Motion Carried

Motion by Clerk Machata and seconded by Supervisor Loiacano to proceed with water contract as recommended by Legal Counsel Motion Carried

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve closed session minutes of 8d. Motion Carried

d. Discussion/Motion-Network Firewall/Switches maintenance & Control-Jim  
Supervisor Loiacano presented quotes for replacing the existing computer switches and fire wall controls. Current system is outdated and needs replacing. Quotes were from Netsource One and SPI. Treasurer Brewster stated he wanted more time to review and research the materials presented and did not want to take action at this time because there was not ample time to review before the meeting with materials being presented just tonight. No action was taken.

**9. New Business**

- a.** Discussion took place about the increase of treasurer pay. Treasurer Brewster stated that he is spending more time in the office because his deputy has not been there as much as he thought she would be. Trustee Ferrell questioned the increase and stated that if one board member gets a raise, then everyone should. Jeff Zittel recommended that this issue be discussed at the March 8<sup>th</sup> budget workshop.
- b.** Discussion of credit card reduction and more control.  
Treasurer Brewster stated that it was brought to his attention about credit cards being used to charge items that were not for that department. For instance DPW card being used to purchase items for the fire dept. Clerk Machata questioned why this was not brought to his attention because he is responsible for money going out. No answer was given. Jeff Zittel stated that as long as the items are being ultimately charged to the correct line item, and the purchasing policy is being followed, there should be no problem. Trustee Ferrell questioned why we were micromanaging the purchases. No action was taken.
- c.** Treasurer Brewster stated that Lake Huron and Fifth Third Bank would be taken off and Frankenmuth Credit Union, Isabella Bank and COPOCO Community Credit Union would be placed on. Motion by Clerk Machata and seconded by Supervisor Loicano to approve Resolution 17-03 – investment and depository.  
ROLL CALL VOTE:  
Ayes: Brewster, Ferrell, Machata, Thon and Loiacano Nays: None
- d.** Motion by Supervisor Loiacano and seconded by Trustee Thon to approve Resolution 17-02 – Poverty Exemptions for 2017. Motion Carried  
ROLL CALL VOTE:  
Ayes: Brewster, Ferrell, Machata, Thon and Loiacano Nays: None
- e.** Item removed from Agenda
- f.** Motion by Trustee Thon and seconded by Supervisor Loiacano to approve Resolution 17-04 – Deputy Treasurer Pay amendment. Motion Carried  
ROLL CALL VOTE:  
Ayes: Brewster, Ferrell, Machata, Thon and Loiacano Nays: None
- g.** Motion by Supervisor Loiacano and seconded by Trustee Thon to approve Resolution 17-05 – Deputy Clerk Pay amendment. Motion Carried  
ROLL CALL VOTE:  
Ayes: Brewster, Ferrell, Machata, Thon and Loiacano Nays: None

**New Business (cont.)**

- h.** 2017 Road Maintenance Costs – Supervisor explained what road maintenance would be done by the Saginaw County Road Commission in 2017. Century Sub division – Chip & Seal, Sweep and Chip Lock; Center Road from Tittabawassee to Freeland – Chip & Seal, Sweep only; Hot Patching – Truck Load. Grand Total for Kochville is \$75,814.00.

Road Projects for Kochville in 2017 covered 100% by Saginaw County Road Commission are Lawndale Road from Tittabawassee to Freeland – Chip & Seal; Mackinaw Road from Tittabawassee to Freeland – Scrub Chip & Seal; Kochville Road from Bay to Venoy – Chip & Seal.

Motion by Trustee Thon and seconded by Clerk Machata to approve 2017 Road Maintenance Costs in the amount of \$75,814.00. Motion Carried

ROLL CALL VOTE:

Ayes: Brewster, Ferrell, Machata, Thon and Loiacano Nays: None

- i.** Fire Department Cost Recovery request to waive fee by Kylie Schuh. Motion Trustee Thon and seconded by Supervisor Loiacano to not waive the fee but offer the option of payment plan. Motion carried

**10. Manager Comments - none**

**11. Board Member Comments**

- Trustee Ferrell – none
- Treasurer Brewster – stated the Treasurers Office will be looking at having Saginaw Township prepare Kochville’s 2017 winter tax bills. Saginaw County currently prepares Kochville’s tax bills is cheaper but they are making mistakes which is costing more money in the long run. Treasurer Brewster will have more information in the future.
- Supervisor Loiacano- Happy Fat Tuesday
- Trustee Thon- none.
- Clerk Machata
  - There will be an Election May 2<sup>nd</sup> for Saginaw City Schools for Millage Renewal of 18 mills.
  - Stated the board needs to look at filling the Full Time DPW Position that was recently vacated by Chad Leach.
  - Deputies are exempt from Federal Guidelines and can be paid a “salary” instead of hourly.
  - Thanked Mike Comstock for all his time and efforts with the Davis Road Waterline issue, Water Contract with City of Saginaw and Water/Sewer Rate study – Great Job!

**12. Adjournment**

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn meeting at 9:44 pm. Motion carried.

  
\_\_\_\_\_  
Kevin Machata, Clerk

  
\_\_\_\_\_  
Date