

**KOCHVILLE TOWNSHIP
BOARD MEETING
MINUTES OF
June 20, 2016**

1. Open Board Meeting

The Regular Board Meeting was called to order at 7:05 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: Steve King, Twp Manager/DDA Director; Beverly Yanca and Dave Sanchez.

2. Consent Agenda

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve the Consent Agenda with changes-June 1, 2016 minutes-Should read: Kevin Kilby is DDA Legal Counsel and "Boulevard" is spelled incorrectly - Approved were the May 16 2016 Meeting Minutes; June 1, 2016 Special Meeting Minutes; June 14, 2016 Special Meeting Minutes; Payment of the Regular Bills; and Next Regular Township Board Meeting: Monday, July 18, 2016 at 7:00 p m.; and June 28, 2016 a Special Meeting and Public Hearing at 7:55 a.m. Motion carried unanimously.

3. Agenda Approval

Motion by Trustee Thon and seconded by Treasurer Brewster to approve the agenda with the following change: replace Agenda Version "B: with Version "C" as written.
Motion carried unanimously.

**AGENDA
KOCHVILLE TOWNSHIP BOARD OF TRUSTEES
PUBLIC HEARINGS AND REGULAR MEETING (7:00PM)
MONDAY, JUNE 20, 2016**

KOCHVILLE TOWNSHIP HALL – 5851 MACKINAW ROAD - SAGINAW, MI 48604

1. *Open Regular Meeting*
2. *Approval of Consent Agenda*
 - a. *May 16, 2016 Meeting Minutes*
 - b. *June 1, 2016 Special Meeting Minutes*
 - c. *June 14, 2016 Special Meeting Minutes (?)*
 - d. *Payment of the Regular Bills*
 - e. *Next Regular Township Board Meeting: Monday, July 18, 2016 at 7pm*
3. *Approval of Agenda*
4. *Public Comment (Open to the Floor)*
5. *Communications / Information (Receive & File)*
6. *Reports*
 - a. *Financials – Treasurer Brewster*
 - b. *Other Committees / Departments*
7. *Unfinished Business*
 - a. *Tittabawassee Road Sidewalk Construction Special Assessment District*
 - b. *Fashion Square Boulevard*
 - c. *Planning Commission 2015 Annual Report*
 - d. *Transfer of Funds to Capital Improvement Fund*
 - e. *Office Assistant / Accounting Tech Position*

AGENDA (cont.)

Unfinished Business (cont.)

- f. Veterans Hall HVAC Improvements
- g. Update on Interim Township Manager Posting

8. New Business

- a. Assessing Agreement for Twp. Reappraisal Services for Industrial Properties (Loiacano)
- b. MMWA- Agreement for Yard Waste Composting Services (Loiacano)
- c. Cost Recovery Fee Waiver for Dean Hull
- d. Recommended Deferral of Crossroads Park Pond Stabilization to 2017
- e. Township Audit Proposal(s)
- f. Township Salary Study
- g. Walking Path Resealing (Bay Road eastward to I-675)
- h. Credit Card for Tammy Bressette (Veterans Hall)
- i. Hiring of DDA Director as Township Employee (Tied to Reimbursement Agreement w/ DDA)
- j. Manager Presentation - Recommendations

9. Manager Comments

10. Board Member Comments

11. Adjournment

4. Public Comments –

Beverly Yanca, 6730 Davis Road, said the City of Saginaw will be shutting off water of the Davis Road waterline and wants to know why the 9 residents along Davis Road were not informed about the water main being shut down per DEQ in March of 2017 and when was the Township going to inform the residents. Supervisor Loiacano stated that Kochville has not received all the information from the City of Saginaw and that Kochville has been trying to setup meetings with the City but the city will not return phone calls. Dave Sanchez, 6623 Davis Road, wants to know what the Township is going to do if water is shut off to the 9 residents and he requested the Board inform the residents affected. Supervisor Loiacano reiterated that Kochville has been making attempts to setup meetings with the city. Residents will be informed once Kochville knows any information.

5. Communications/Information (Receive & File)

6. Reports

Financials – Treasurer Brewster

a. Financial Report ending May 31, 2016

Treasurer Brewster read the balance for each of the following funds for month ending May 31, 2016

a)	General Fund	\$1,236,490.98
b)	Fire Fund	\$426,023.51
c)	Kochville Veterans Hall	\$745.77
d)	Garbage & Rubbish Collection	\$54,033.26
e)	Building	\$63,555.45
f)	Debt Services Fund-Kochville Road	(\$31,081.25)
g)	Sewer Fund	\$668,643.14
h)	Water Fund	\$806,249.81
i)	Tax Collection Fund	1,000.00
	Total of all Funds	\$3,225,660.67

b. Other Committees/Departments

7. Unfinished Business

- a. Twp Manager King stated there is a definite need to put in a sidewalk from Bay Road to I675 along the north side of Tittabawassee. Estimated cost if \$150,000 which would be done by special assessment and the DDA would pay a portion of the cost. Trustee Thon asked who would be responsible for maintenance if the sidewalk were to be put in. The property owners would be responsible. The Zoning ordinance would need to be reviewed and revised to address sidewalks. No action taken.
- b. Bid award for Fashion Square Boulevard project was awarded to American Excavating at \$1.18 million- DDA is splitting the cost with SSP Associates, the land owner.
- c. Motion by Supervisor Loiacano and seconded by Trustee Ferrell to approve the Planning Commission 2015 annual report. Motion carried unanimously.
- d. Twp Manager King discussed the transfer of Fund to Capital Improvement Fund and recommends setting aside \$500,000 and will wait and take action until there is a CIP meeting to establish the fund with individual line items.
- e. There was a lengthy discussion regarding the Office Assistant/Accounting position. Steve King stated he wanted to advertise the position as part time immediately in order to allow Sharon Schafer to train the person since she is retiring the end of November. It was suggested to utilize people in house to do accounts payable and the Office Supervisor was suggested. Clerk Machata stated He and his Deputy felt this was not the best move for the township and that the person who does accounts payable needs to have a strong background with accounting experience. Statutory Duties of the Clerk and Treasurer was brought up by Treasurer Brewster and he feels he should be the person issuing check and the Clerk prepares warrants for township checks. Clerk Machata questioned what "issuing" of checks is defined as? He stated that the person cutting/printing the checks should not be someone who also Receipts in Money to the township such as The Treasurer and Deputy Treasurer. Steve King is going to get clarification of the terminology. No action taken.
- f. Motion by Trustee Thon and seconded by Supervisor Loiacano to award GW Heating the bid for the Veterans Hall HVAC improvements not to exceed \$19,626. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Machata, Thon and Loiacano

Nays: None

- g. Twp Manager King gave an update on the Interim Township Manager Posting. Only 3 applicants have applied: 2 applicants have with no management experience and (1) one has some experience. He suggested thinking outside the box and possibly approaching City of Zilwaukee about splitting time with their current City Manager. Clerk Machata stated that the Township needs at the least a part time manager to oversee the day to day operations in order to keep stability in the Township. Board members were in agreeance about continuing to have a manager at least part time. Steve King will approach Zilwaukee and report back to the board.

8. New Business

- a. Motion by Supervisor Loiacano and seconded by Treasurer Brewster to approve an Assessing Agreement with Saginaw Township for Reappraisal Services for Industrial Properties in the amount of \$3,000. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Machata, Thon and Loiacano

Nays: None

New Business (cont.)

- b. Supervisor Loiacano discussed the MMWA Agreement for Yard Waste Composting Services and stated the City of Saginaw is no longer allowed to take yard waste per the DEQ. MMWA will be switching to a Company in Buena Vista and services will continue as usual without interruption and at the same cost to Kochville residents with NO increase. No action required.
- c. Motion by Treasurer Brewster and seconded by Trustee Thon to waive the Cost Recovery Fee for Dean Hull. Steve King stated that Fire Chief Malesky said that the person was incorrectly billed and should not have received a bill. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Machata, Thon and Loiacano

Nays: None

- d. Motion by Trustee Thon and seconded by Treasurer Brewster to approve a deferral of Krossroads Park Pond Stabilization until 2017. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Machata, Thon and Loiacano

Nays: None

- e. Twp Manager King recommended extending the current service with Yeo & Yeo for another year (2017). Motion by Supervisor Loiacano and seconded by Trustee Thon to extend current auditing services with Yeo & Yeo for another year at a cost of \$10,500. Motion carried. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Machata, Thon and Loiacano

Nays: None

- f. Twp Manager King presented survey findings. No action taken.

- g. Motion by Clerk Machata and seconded by Supervisor Loiacano to award D&D asphalt the walking path resealing (Bay Road eastward to I-675) a bid not to exceed \$9,933.00. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Machata, Thon and Loiacano

Nays: None

- h. A credit card for Tammy Bressette (Veterans Hall) was discussed. The Board decided to hold off and look into the current policy/resolution.

- i. The DDA is making an offer to an individual to replace Steve King as DDA Director and is waiting to hear back from the person.

- j. Manager Presentation-Recommendations:

1. Veterans Hall-Township received a very good deal and needs to be thought of less as a Banquet Hall and more as a community center.
2. Law Enforcement – feels the Township needs a dedicated law enforcement and should look at contracting with the DDA. He also would like to see DDA expand east from Bay to Davis on Pierce Road. The 2 to 1 mill split of the fire assessment should be more in line 2 to 2.
3. Community Development – Bruce Palmer-whenver he retires, Steve recommends contracting with a neighboring community.
4. Water/Sewer – connection fees need to be lowered. These funds need to be run as a business and needs to have at least a 6-8 months reserve. The township should try to adhere the results of the water/sewer study that is currently in progress.
5. Finance Coordinator – The suggested that the Township look into possibly having one person to oversee finances as Finance Coordinator in the future.

6. Managers Comments –

Steve King extended a heartfelt “thank you” to the Board for the opportunity to serve as Kochville Township DDA Director and Township Manager

7. Board Member Comments

Trustee Ferrell – asked about the Water Contract status and Steve stated they are getting closer to an agreement.

Treasurer Brewster- none

Trustee Thon –none

Supervisor Loiacano-

Vet’s Hall- Jim stated a damage deposit needs to be paid up front by everyone even Township employees.

MDOT-Crane Road overpass will start to be removed in September. MDOT will be re-paving Crane Road east of Michigan in 2017 free of charge.

Clerk Machata -

Reminded everyone of the Primary Election on Tuesday, August 2nd at Kochville Veteran’s Hall.

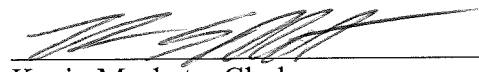
He will be out of town the remainder of the week but reachable by phone.

Kevin thanked Steve King for all his hard work and dedication he gave to Kochville Township

and wished him the best on his new endeavor

8. Adjournment

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn meeting at 9:51 p.m. Motion carried.


Kevin Machata, Clerk

7-19-16
Date