

KOCHVILLE TOWNSHIP
PUBLIC HEARING and BOARD MEETING
MINUTES OF
March 25, 2014

The Pledge of Allegiance was recited.

The need for appointing a moderator with the absence of Supervisor Loiacano was explained by Clerk Machata.

Moved by Trustee Thon and seconded by Trustee Ferrell to appoint Clerk Machata as meeting moderator. Motion carried.

Roll Call

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

ALSO PRESENT: Steve King, Twp Manager/DDA Director; Sharon Schafer, Deputy Clerk; Mike Comstock, DPW Manager; Trish Foerster, DPW Staff ; Mike Burger, DPW Staff ; Alan Malesky, Fire Chief; Kevin Kilby, Township Attorney; Jim Klein, Axion Consulting and 2 residents.

Open Public Hearing (FY 2014-15 Township Budget per General Appropriations Act)

1. The Public Hearing was called to order at 7:31 p.m. Clerk Machata. Township Manager presented an overview of the 2014/2015 Budget on the projection screen.
2. **Public Comments**
Don Jackson asked that since the property values are increasing, was that taken in consideration in the budget and Township Manager King stated that it has been.
3. Public Hearing Closed at 7:43 pm
4. **Open Regular Meeting**
The Regular Board Meeting was called to order at 7:44 pm by Clerk Machata.
5. Moved Trustee Ferrell and seconded by Trustee Thon to approve the agenda as presented. Motion carried.

AGENDA
KOCHVILLE TOWNSHIP BOARD OF TRUSTEES
PUBLIC HEARING AND REGULAR MEETING
MARCH 25, 2014 – 7:30PM
KOCHVILLE TOWNSHIP HALL - 5851 MACKINAW RD - SAGINAW, MI 48604

1. *Open Public Hearing (FY 2014-15 Township Budget per General Appropriations Act)*
2. *Public Comment re FY 2014-15 Township Budget*
3. *Close Public Hearing*

4. *Open Regular Meeting*
5. *Approval of Agenda*
6. *Public Comment (Open to the Floor)*
7. *Communications / Information (Receive & File)*
 - a. *2014-15 Kochville DDA Sculpture Program*
8. *Reports*
 - a. *Financials – Treasurer Brewster*
 - b. *Other Committees / Departments*
9. *Consent Agenda (Approvals and Removals)*
 - a. *Meeting Minutes of February 25, 2014*
 - b. *Payment of the Regular Bills*
 - c. *Next Regular Township Board Meeting: Tuesday, April 22, 2014*
 - d. *Establish Personnel Committee Members as Kevin Machata, Ed Thon, Steve King and Trisha Foerster*
10. *Unfinished Business*
 - a. *FY 2014-15 Township Budget per General Appropriations Act (Resolution 14-008)*
 - b. *Presentation by Jim Klein (Axiom Consulting) re Krossroads Park pond improvements*
 - c. *Proposed Departmental Ordinance (14-02) creating departmental structure/administration of departments*
 - d. *Proposal with Netsource One for new phone system and IT services*
11. *New Business*
 - a. *Employee Letter of Concern re Time Sheet and Payroll Processing*
 - b. *Conceptual Discussion re Deputy Officers as Township Employees*
 - c. *Request to make Code Enforcement position full-time w/ employment agreement*
 - d. *Request to approve intern employment agreement with Sam Korson through August 2014*
 - e. *Request to approve intern employment agreement with Emily Gennrich through August 2014*
 - f. *Proposal with _____ for all-in-one copy machine*
 - g. *Electrical Inspector Position*
 - h. *2014 Road Maintenance Projects Schedule*
 - i. *Resolution 14-009: Officers Salary - Deputy Clerk*
 - j. *Resolution 14-010: Officers Salary – Deputy Treasurer*
 - k. *Resolution 14-011: 2014 Board of Trustees Meetings Calendar (Revised)*
 - l. *Fire Dept – FEMA Firefighters Assistance Grant for \$111,000 w/ 5% Match (Al Malesky)*
12. *Manager Comments*
13. *Board Member Comments*
14. *Adjournment*

6. Public Comments –

Don Jackson complimented the Board for maintaining a positive balance in the budget.

7. Communications/Information (Receive & File)

- a. Steve King, Township Manager/DDA Director presented a slide show of 10 DDA sculptures.

8. Reports

a. Financial Report Ending February 28, 2014

In Treasurer Brewster's absence, Trustee Thon, read the balance for each of the following funds for the month of February 28, 2014.

a) General Fund	\$1,339,278.44
b) Fire Fund	\$454,627.17
c) Building	\$53,171.82
d) Debt Services Fund-Kochville Rd	(\$14,832.50)
e) Sewer Fund	\$373,878.63
f) Water Fund	\$377,278.48
g) Tax Collection Fund	\$126,903.64

Total of all Funds \$2,710,305.68

b. Other Committees/Departments – None

9. Consent Agenda (Approvals and Removals)

- a. Meeting Minutes of February 25, 2014
- b. Payment of Regular Bill
- c. Next Regular Township Board Meeting: Tuesday, April 22, 2014 @ 7:00 pm
- d. Establish Personnel Committee Members as Kevin Machata, Ed Thon, Steve King and Trish Foerster

Moved by Trustee Thon and seconded by Clerk Machata to approve consent agenda.
Motion carried.

10. Unfinished Business

- a. FY 2014-15 Township Budget per General Appropriations Act (Resolution 14-008).

Moved by Clerk Machata and seconded by Trustee Thon to approve Resolution 14-008 (FY 2014-15 Township Budget per General Appropriations Act). Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Thon, and Machata

Nays: None

Absent: Loiacano and Brewster

- b. Presentation by Jim Klein (Axiom Consulting) re: Krossroads Park pond improvements. No action taken at this time, just a discussion

- c. Proposed Department Ordinance (14-02) creating departmental structure/Administrative of departments. Clerk Machata explained this proposed Ordinance and then Township DDA Attorney, Kevin Kilby gave a brief summary. Moved by Trustee Thon and seconded by Clerk Machata to approve Ordinance 14-02 (Departmental Ordinance). Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Thon, and Machata

Nays: None

Absent: Loiacano and Brewster

- d. Township Manager, Steve King, gave a brief overview of the proposal from Netsource One for a new phone system and IT services.
Moved by Trustee Ferrell and seconded by Clerk Machata to accept the proposal from Netsource One in the amount of \$14,984.49. Motion carried.
ROLL CALL VOTE:
Ayes: Ferrell, Thon, and Machata
Nays: None
Absent: Loiacano and Brewster

11. New Business

- a. Employee Letter of Concern re: Time Sheet and Payroll Processing.
Mike Comstock, DPW Manager, explained to the Board the concerns the DPW staff have regarding changes to their time sheets that have been made without their knowledge after they have been submitted and the appeals process.
Moved by Trustee Ferrell and seconded by Clerk Machata to table this issue until the other Board members can be present. Motion carried.
- b. Township Manager, Steve King, held a conceptual discussion re: Deputy Officers as Township Employees. No action took place.
- c. Request to make Code Enforcement position full-time w/employment agreement through March. Steve King gave a brief overview on the need for this full-time position. Moved by Trustee Thon and seconded by Clerk Machata to table this issue until a later date. Motion carried.
- d. Moved by Clerk Machata and seconded by Trustee Ferrell to approve intern employment agreement with Sam Korson through August 2014. Motion carried.
ROLL CALL VOTE:
Ayes: Ferrell, Thon, and Machata
Nays: None
Absent: Loiacano and Brewster
- e. Moved by Trustee Thon and seconded by Trustee Ferrell to approve intern employment agreement with Emily Gennrich through August 2014. Motion carried.
ROLL CALL VOTE:
Ayes: Ferrell, Thon, and Machata
Nays: None
Absent: Loiacano and Brewster
- f. Moved by Trustee Ferrell and seconded by Trustee Thon to table the proposal for an all-in-one copy machine. Motion carried.
- g. Township Manager discussed the Electrical Inspector Position along with the Building Inspector, and Plumbing & Mechanical inspector positions. A definitive employment classification is going to be looked for the positions in the future. No action taken at this time.
- h. A brief discussion was held regarding the 2014 Road Maintenance Projects schedule. Moved by Trustee Thon and seconded by Trustee Ferrell to approve the 2014 Road Maintenance schedule in the amount of \$62,336.80. Motion carried.
ROLL CALL VOTE:
Ayes: Ferrell, Thon, and Machata
Nays: None
Absent: Loiacano and Brewster

- i. Moved by Trustee Thon and seconded by Trustee Ferrell to approve Resolution 14-009 – Officers Salary-Deputy Clerk. Motion carried.
ROLL CALL VOTE:
Ayes: Ferrell, Thon, and Machata
Nays: None
Absent: Loiacano and Brewster
- j. Moved by Trustee Thon and seconded by Clerk Machata to approve Resolution-14-010 – Officers Salary-Deputy Treasurer. Motion carried.
ROLL CALL VOTE:
Ayes: Ferrell, Thon, and Machata
Nays: None
Absent: Loiacano and Brewster
- k. Moved by Clerk Machata and seconded by Trustee Thon to approve Resolution 14-011 – Board of Trustees Meetings Calendar, amending Resolution 14-001. Time of the meetings will change from 7:30 pm to 7:00 pm (local time) and the January 14, 2015 meeting date was changed to January 13, 2015.
- l. Moved by Trustee Thon and seconded by Trustee Ferrell to allow the Fire Department to apply for a FEMA Firefighters Assistance Grant for \$111,000 w/5% match. Motion carried.
ROLL CALL VOTE:
Ayes: Ferrell, Thon, and Machata
Nays: None
Absent: Loiacano and Brewster

Fire Chief, Al Malesky, gave a brief overview regarding the issues of the new fire Apparatus that has been ordered. The delivery date of the truck has been delayed for a short time, but Al has worked everything out with the manufacturer.

12. Managers Comments – none

13. Board Members Comments –

Trustee Thon complimented Chief Malesky on the Fire Department Annual Report for the year 2013 Chief Malesky recently submitted to the Township Board.

Trustee Ferrell thanked DPW staff Trish Foerster and Mike Comstock for going over and above their duties regarding a water issue. Trish Foerster noticed water coming from the back doors of a vacant commercial business. The owner was contacted and the problem was fixed.

Clerk Machata complimented Chief Malesky on the Fire Department Annual Report. Clerk Machata thanked Trish Foerster for being observant and noticing the water leak at the vacant business. Clerk Machata stated she said there is the possibility of a “Special Board Meeting” the first part of April to approve two Farmland Preservation Applications.

13. Adjourn Meeting

Moved by Trustee Thon and seconded by Trustee Ferrell to adjourn the meeting at 9:25 p.m. Motion carried

Sharon Schafer 4-24-14
Sharon Schafer, Deputy Clerk Date