

Approved November 19, 2018

**KOCHVILLE TOWNSHIP BOARD OF TRUSTEES
SPECIAL BOARD MEETING
Kochville Township Hall
5851 Mackinaw Road Saginaw, MI 48604
MINUTES OF
November 1, 2018**

Pledge of Allegiance/Roll Call

The Board Meeting was called to order at 7:01 pm by Supervisor Loiacano at Kochville Township Hall. The Pledge of Allegiance was recited.

Roll Call:

PRESENT: Supervisor Loiacano, Clerk Machata, Treasurer Knowlton, Trustee Ferrell & Trustee Thon
ABSENT: None

ALSO PRESENT: Steve London, Township Manager; Mike Comstock, DPW Manager; David Meyer, Township Legal Counsel; Catey Knowlton, Deputy Treasurer; Logan Zaun, Finance Coordinator; Jim Klein, Axiom Consulting Services; Ron Robishaw, Planning Commission. There were two other interested parties/guests.

Agenda Approval

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve agenda with addition of item 5(g) – Resolution #18-19 – establishing Public Hearing & Assessment Roll. Motion carried

*Agenda for
Kochville Township Board of Trustees
Special Meeting
November 1, 2018, 7:00 p.m.
Kochville Township Hall, 5851 Mackinaw Road*

- 1) *Open Meeting/Pledge*
- 2) *Trustee Member – Roll Call*
- 3) *Agenda Approval*
- 4) *Open/Close Public Comment*
- 5) *New Business*
 - a) *Discussion / Review – Final cost for Davis Road Waterline Project*
 - b) *Discussion / Review – Approve contractor for Davis Road Waterline Project*
 - c) *Discussion / Review – Approve contract of financial consultant Tom Traciak with Kochville Township*
 - d) *Discussion / Review – Health Insurance Provider – possible board action*
 - e) *Discussion / Review – Appoint Neil Frank to Planning Commission term ending 12/29/2020 (Don Jackson vacant seat)*
 - f) *Discussion / Review – Deputy Wages*
- 6) *Manager Comments*
- 7) *Board Comments*
- 8) *Adjourn Meeting*

Public Comments - None

New Business

Final Cost for Davis Road Waterline Project

Jim Klein discussed the submitted bids for the project consisting of
Eric Construction with a bid of \$371,239.50
Shaw Contracting with bid of \$419,125.00
Rohde Brothers with bid of \$441,301.00
Sterling with bid of \$477,597.00
Champagne & Marx with bid of \$489,268.00

Jim Klein recommended awarding the contract to Eric Construction at the cost \$371,239.50.

Jim Klein stated the total cost for the project would be \$496,063.45 with breakdowns consisting of

Eric Construction \$371,239.50
10% contingencies - \$37,123.95
Design Engineering - \$39,700.00
Construction Engineering - \$8,000.00
Project Observation/Staking - \$15,000.00
Attorney Fees/Easements - \$15,000.00
Bond Attorney Fees - \$10,000.00

Project Total - \$496,063.45

Jim Klein also stated the proposed assessment per parcel could vary if there are Township Contributions

Potential Township contributions
Soft cost (Engineering & Attorney Fees) - \$87,700.00
Difference in water main size material cost (12" to 8") - \$26,884.00

Proposed Assessment (19 parcels) \$26,108.60 per Parcel

Proposed Assessment (19 Parcels) less Township Contribution - \$20,077.87 per Parcel

The assessment would be for a forty-year period

Approve contractor for Davis Road Waterline Project

Motion by Supervisor Loiacano and seconded by Trustee Thon to award contract for Davis Road Waterline Project to Eric Construction at a cost of \$371,239.50 subject to the completion of financing. Motion Carried.

ROLL CALL VOTE:

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

Approve contract of financial consultant Tom Traciak with Kochville Township

Motion by Supervisor Loiacano and seconded by Treasurer Knowlton to approve contracting with Tom Traciak as financial consultant for the Davis Road Waterline Project. Motion Carried.

New Business (cont.)

Health Insurance provider

Manager London stated he received proposals from different insurance agents for health insurance. He stated that the Mannor Group provided several options for the township and that the Township can offer two plans to employees to choose from and could have been doing so. He also stated that the Mannor Group has an employee on staff that Kochville Township employees can call with questions about health insurance during the week. Manager London recommended changing insurance agents from Brewster Insurance Agency to the Mannor Group. Brief discussion took place.

Motion by Trustee Thon and seconded by Supervisor Loiacano to switch to Mannor Group from Brewster Insurance Agency. Motion carried.

Appoint Neil Frank to Planning Commission term ending 12/29/2020 (Don Jackson vacant seat)

Supervisor Loiacano presented credentials of Neil Frank and said Mr. Frank approached him about wanting to be on the Planning Commission. Mr. Frank is not a township resident but does own property in Kochville Township. Trustee Ferrell expressed her concern that she would like to see the position filled by a township resident. Discussion took place and Clerk Machata said he can place a flyer at the polling location on election day advertising that there is an opening on the Planning Commission and Zoning Board of Appeals to see if any township residents might be interested before filling the vacancy.

Motion by Trustee Ferrell and seconded by Supervisor Loiacano to table the item. Motion carried

Deputy Wages

Treasurer Knowlton spoke that she has been conducting research and the hourly wage the deputy treasurer and deputy clerk are paid is below the fiftieth percentile of the average of other townships comparable to Kochville Township. She stated she would like to see the hourly rates increased to \$15.00 per hour at the regular November board meeting. General consensus of the majority of the board is in favor. Treasurer Knowlton also stated she will be conducting further research and would like to see the hourly rates at \$19.00 per hour for the 2019-20 fiscal year budget. No action taken.

Added item – Resolution #18-19 – establishing Public Hearing & Assessment Roll

The resolution is needed in order to set the public hearing date for the Davis Road Waterline Project Assessment Roll which would be Monday, November 19, 2018.

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve Resolution #18-19 - establishing Public Hearing & Assessment Roll. Motion carried.

ROLL CALL VOTE:

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

Manager Comments

- Said thank you to the board

Board Comments

Trustee Thon – nothing

Supervisor Loiacano

- He will not be at the November 19, 2018 Board Meeting.

Trustee Ferrell

- Appreciated the board for listening to her concern about appointing a township resident to the Planning Commission

Treasurer Knowlton

- Received notice from the county that due to mileages on the November Election Ballot that tax bills will not be printed until the week of Thanksgiving which is later than normal.

Clerk Machata

- Reminded everyone of the General Election on Tuesday, November 6, 2018. Polls are open from 7:00 am until 8:00 pm and there is No straight party voting on the ballot.

Adjournment

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn the meeting at 8:13 pm.
Motion carried.



Kevin Machata, Clerk

11/25/18

Date