

Second Regular Board Meeting  
Raisin Charter Township  
Board of Trustees  
May 23, 2016

Meeting called to order by Dale Witt, Supervisor at 10:00 A.M.

Members present: Kami Johnson, Debra Brousseau, Thomas Hawkins, Betty Holdridge and Dale Witt.  
Members absent: Larry Crittenden and Dale Mitchell

Public Comment:

Norm Nash thanked Jim Palmer for his term as superintendent.

Chief Mathis thanked Jim Palmer for his help with the fire department while serving as superintendent.

Supervisor Dale Witt thanked Jim again for his service to the Township and serving as superintendent.

Jim Palmer talked about the contract with the current telephone service provider.

Communications:

Charity Wright discussed the Verizon cell phone invoices. Our contact person (Claudia) wasn't in touch with us due to miscommunications with Raisinville Township. Claudia was very helpful explaining our invoices from Verizon and why the rates are so different with each invoice. There are things we may be able to do to help lower our invoices. Future invoices will combine numbers by department making it easier to code for budget purposes.

Hawkins gave an update on One Lenawee after a meeting on May 17, 2016. They discussed the Kiwanis trail and how they would like to see it extended into the City of Tecumseh. They would want Raisin Township to take on maintenance and carry the liability for the portion of the trail in Raisin Township. They would also like to encourage service groups to help clean the Raisin River trails.

Present information to the board at the meeting on June 13, 2016 concerning connecting all of Lenawee County by the trail. These ideas possible could fall under the five (5) year plan for the Parks and Recreation.

General Update from Supervisor

Injection well update. EPA/Appeals Board are working on clarifying their position

Roof project at Holloway Fire Station—Rustic Black shingles. Remove the siren on top of roof and store or remove and dispose of it. Remove everything on the roof. Electrical work can be done at a later date. Get electricity to the siren at the site.

Have supervisor get three bids for underground electrical for siren at Holloway.

Water softener system is still being looked at. Have three bids with different treatment equipment. Current equipment is old and no longer working properly. Water has been tested twice with two different companies and results sent to companies that have placed bids.

According to the employee manual performance evaluations need to be done. If everyone is done at the same time, it would be best.

Within the building department program with BSA a letter for enforcement and invoicing can be generated and kept within the program. Eliminated the process of generating the additional letters outside of BSA. Have on file and easily tracked.

Dump Day on July 23, 2016, TALL regionals start, hall rental. TALL might want to use RCC for extra parking on that weekend. Brousseau and Hawkins think there should be enough parking at the park with the overflow and parking near the soccer field. The dumpsters for dump day could be moved to the grass area if need be. Just make sure all junk is removed from the premises that day and not left until the beginning of the week.

Motion Brousseau, second Johnson to approve agenda as presented to the board.

M/C

Motion Hawkins, second Brousseau to adopt resolution approving the Credit Card Policy.

Roll Call vote

Johnson	yes	Hawkins	yes
Brousseau	yes	Holdridge	yes
Witt	yes	M/C	

Motion Hawkins, second Johnson move to suspend rules of board meeting for new business and to treat new business as a workshop. M/C

Budget report has headings for Original Budget, Amended Budget, Year to Date Activities, and percentage of monies used.

Holdridge explained the current status with Ascensus and transferring to One America for the pension and deferred comp. Ascensus withheld transfer fees from each participant in the program. The Township also paid transfer fees. Ascensus states that they are trying to figure why these fees were withheld and replace them. As of this meeting date they are sending a check to replace the fees withheld.

Raisin Works Department:

Discussion of structure/titles.

Maybe divide in two groups-maintenance and grounds.

May have to hire a department head for this department.

Need to define scope of work.

Standard job description

Salary range for the department

At present we have one employee in the department. Placed advertisement in paper for person or persons to work in the department. Had 12 replies to the advertisement.

Board directed Dale Witt and Debra Brousseau to review the applications and narrow them down for hire.

TALL (Tecumseh Area Little League)

The regional tournaments will start on July 23, 2016 and run through July 28, 2016.

Ryan Moorhead will attend the regular board meeting on June 13, 2016. All of the meetings pertaining to this tournament need to involve Fire Chief Mathis and Police Chief Grayer and the board.

Township can notify surrounding residents of the tournaments, so they are aware.

There will be participants from all over the state. This can be a big investment for Raisin Township and surrounding area.

Park Issues:

South shelter with new roof is missing fascia on east and west side of shelter, so exposure to weather.

Plastic trash cans are a problem and could be replaced with blue containers. Have to purchase lids separately and are costly.

Have TALL rent a dumpster on their own during their busiest times.

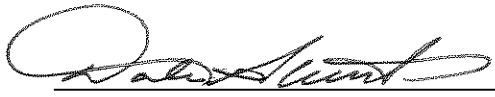
Talk with Service Master about cleaning bathrooms during weekends.


WiFi in the park---good idea.

Promote the park through Herald, Telegram and TV stations.

Disaster training with Fire Department. This could be done at least once a year and perhaps twice a year. Follow up with residents afterwards. Talk with Chief Grayer also. Fire Chief Mathis will get some dates for June for a special meeting for training.

Motion Brousseau, second Johnson to adjourn meeting at 11:25 A.M. M/C

  
Dale Witt, Supervisor

  
Betty Holdridge, Clerk