

SECOND MONTHLY MEETING
RAISIN CHARTER TOWNSHIP
BOARD OF TRUSTEES
3266 Gady Road - Adrian, MI 49221
August 28, 2017 at 10:00 A.M.

1. CALL TO ORDER:

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

2. ROLL CALL:

Present: Russ Mead, Marge McDermott, Tom Hawkins, Deb Brousseau, Kami Johnson, Jackie Schultz, and Dale Witt.

3. COMMUNICATIONS:

Houston – Witt asked the board to keep the people in Houston, Texas in our thoughts and prayers as they deal with the aftermath of the storms.

LCA Building – Witt and Attorney Lacasse will be meeting with representatives from Lenawee Community Ambulance as they would like to have a greater presence in our community. They have asked for permission to update the siding on the building they are using at their expense.

Mural – Schultz reached out the Lenawee ISD Principal Shelley Jusick to ask if their graphics students would be interested in creating and painting a mural on the south side of the RCC. We will continue our conversation and she will keep the board updated on progress on this project.

Elections – Schultz reached out to Adrian High School and Tecumseh High School to see if we could partner with their government class to have some students participate in the upcoming election. The principal at Adrian High School is very interested. Schultz has not heard back from Tecumseh High School as of yet.

4. PUBLIC COMMENT:

Norm Nash and Jim Palmer had comments for the board.

5. APPROVAL OF AGENDA:

Motion Brousseau, support Johnson to approve the agenda as written.
M/C, all

6. UNFINISHED BUSINESS:

6.1 Elections (Equipment requirements/pay) – Approval

Schultz presented information to the board asking for \$8,355.00 in additional funds for the Election Department Budget. This request includes additional funds for wages, election supplies, printing/publication, and equipment. The majority of these expenses are related to the new 3rd precinct. Schultz also requested approval the following election wages which are included in the requested budget increase:

Chairperson - \$220.00 per day (6am – 10pm)
Inspectors - \$190.00 per day (6am – 10pm)
Overtime (after 10pm) - \$8.90 per hour
Training - \$10.00 per hour
Parking Attendants - \$8.90 per hour

Motion Hawkins, support Brousseau to approve the budget amendment for Department 262 – Elections for the amount of \$8,355.00 to be taken from contingency fund (Department 104).

M/C, all

Motion Schultz, support Hawkins to approve wages as presented.

M/C, all

6.2 Board, Commission, Committee Assignments – Update/Approval

Current Committee assignments were presented with the following notations. Bob Utter’s assignment will be renewed for a 3-year term beginning in December 2017 through December 2020. Debra Brousseau will be the board representative to the Planning Commission. The Zoning Board of Appeals would like to add an alternate and this position is to be determined. The Park Committee has an option position due to the appointment of Debra Brousseau to the Board of Trustees.

Motion Mead, support Johnson to approve the updated Board, Commission, and Committee Assignments.

M/C, all

7. NEW BUSINESS:

7.1 Approval Payment of Bills

Motion Johnson, support Hawkins to approve Accounts Payable and Payroll as presented.

M/C, all

Accounts Payable	\$36,329.36
Payroll	\$22,121.19
Total Payables & Payroll	\$58,450.55

7.2 Resolution #2017 – 082817 for R & R Communities, LLC

Raisin Valley Estates new owners need to provide information to Michigan Department of Environmental Quality as to whether Raisin Township wants to accept or deny ownership of the water supply for Raisin Valley Estates.

Motion McDermott, support Brousseau that the board approve Resolution #2017-082817 to refuse to accept ownership of the public drinking water supply for Raisin Valley Estates.

Roll Call Vote: Brousseau – yes, Hawkins – yes, Johnson – yes, McDermott – yes, Mead – yes, Schultz – yes, Witt – yes

Resolution Adopted

7.3 Surplus Equipment – Sale of 2009 Vehicle - Approval

Witt has two offers for the 2009 Crown Victoria. Witt asked for approval to sell the vehicle for \$4,000.

Motion Brousseau, support Hawkins to sell the 2009 Ford Crown Victoria vehicle for \$4,000.
M/C, all

7.4 Ordinance for Planning Commission – Discussion Only

A draft ordinance was prepared by Attorney Lacasse based on MTA's sample ordinance to confirm the establishment of a planning commission with zoning authority. This ordinance is a requirement established by the Michigan Planning and Enabling Act (PA 33 of 2008). MTA planning commission ordinance guidelines from MTA were provided by Hawkins for the board's review. There was discussion regarding the Ordinance for the Planning Commission. This document will need to be on file with the township. The board is asked to review and bring questions/comments to a future meeting related to this topic.

7.5 Raisin Works Department (structure/wage) – approval

Witt provided a job description for board review. Witt requested a raise for the lead position in the amount of \$14.00 per hour and he asked for a raise for the second department position in the amount of \$10.00 per hour. Both positions are based on a full-time 40 hour work week. This increase will still be within the amount budgeted for this department for Fiscal Year 2017.


Motion Johnson, second Brousseau to accept the wage request as presented in the amount of \$14.00 per hour and \$10.00 per hour respectively for the lead and second Raisin Works positions.
M/C, all

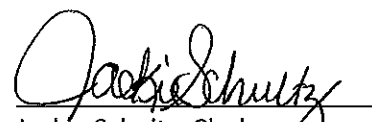
7.6 Parks and Recreation Plan

The Parks and Recreation Plan is currently at Region 2 for review. Witt mentioned that there are some typos in the plan and he would like to see a nice cover page added to the plan for presentation purposes. The board also discussed the value of changing the dates from 2017-2021 to 2018-2022. If we leave it with the current dates, we would lose a year as the 2017 grant funding year has already passed. The board will approve the plan no later than the second meeting in September.

8. Adjourn Meeting

Motion Brousseau, support McDermott to adjourn the meeting at 11:13 A.M.
M/C all



Dale Witt, Supervisor

Jackie Schultz, Clerk