

CHARTER TOWNSHIP OF MONITOR
REGULAR TOWNSHIP BOARD MEETING
APRIL 22, 2013

The Supervisor called the meeting to order at 7:00 p.m.

Members present: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller
Members absent: None

The Pledge of Allegiance was recited by all present.

Public Input opened at 7:01 p.m. No public present wished to speak and public input was closed.

Motion by Kowalski supported by Kochany to adopt the agenda as presented.
Motion carried.

Motion by Pike supported by Miller to table approval of the minutes of the April 8, 2013 regular meeting to the May 13, 2013 meeting.
Motion carried.

Motion by Pike supported by Miller to pay the bills in the amount of \$16,262.83 from General Fund.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

Motion by Kowalski supported by Miller to receive the Treasurer's Report for March 2013.
Motion carried.

Opening and Award of Roadside Weed Cutting Bids

The Clerk did not receive any bids for the roadside weed cutting to bring to the meeting tonight. It was stated the former contractor had been in the township office but it was unknown if a bid was delivered. If it is found a bid had been submitted, the board can take action at either a special meeting or the next regular meeting. If a bid had not been received, the Clerk will re-run the bid request in The Bay City Times.

Motion by Kowalski supported by Miller to table the opening and award of the Roadside Weed Cutting Bids.
Motion carried.

First Reading of Ordinance 54-A ó Provision to Amend Park Hours by Resolution

Motion by Malkin supported by Arnold to have this meeting serve as First Reading of Ordinance 54-A, and Ordinance amending Section II of Monitor Park Ordinance 54 to provide for the

amendment of park hours by resolution, and set Second Reading of this Ordinance to the next regular meeting of May 13, 2013.

Roll call vote:

Yes: Brandt, Pike, Arnold, Kochany, Malkin, Miller

No: Kowalski

Absent: None

Motion carried.

Time Extension Request ó Holly Springs Phase I Final Preliminary Plat Approval

A request was submitted by Michael J. Rybicki, MLR Engineering, on behalf of Schauman Development requesting a six (6) month extension of the final preliminary plat approval extension previously granted by the township board for the period of May 10, 2012 thru May 10, 2013. Mr. Schauman had a discussion with the Township Supervisor that because of the widening of Midland Road project, he wished to delay the start of the Holly Springs Phase I development until after the waterlines and utilities had been relocated.

Brandt reminded the Board of the discussion contained in the May 10, 2010 meeting minutes whereby Mr. Schauman stated he would address the demolition of the barn prior to submitting for final plat approval of Phase 1. Brandt is concerned that three years have elapsed and the barn is still located on the property.

Arnold expressed concern if the widening of Midland Rd. from two lanes to three lanes would affect the de-acceleration lane at the entrance of the development as shown on the plans for final preliminary plat approval.

Motion by Malkin supported by Kowalski to extend the Final Preliminary Plat Approval for Holly Springs Phase I Subdivision, originally granted by the Township Board on May 10, 2010, and extended by the Township Board on April 23, 2012 to May 10, 2013, an additional six (6) months to November 10, 2013.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

N. Union Rd. Waterline Agreement ó (Between Monitor & 2 Mile Rd.)

A request was submitted by Rob Satkowiak to install approximately 1730 ft. of 8" waterline on N. Union Rd from the end connection east of Crossroads Subdivision to the Bangor Monitor line on Two Mile Rd. A waterline extension agreement has been prepared by the Clerk and signed by Mr. Satkowiak to provide for the reimbursement of township engineer review of the plans and township ownership of the waterline after installation.

Motion by Miller supported by Pike to approve the agreement between Monitor Township and Robert Satkowiak for the installation of an 8-inch waterline extension on North Union Road, east of Monitor Rd. of approximately 1730 LF, to the Bangor Monitor water connection located west of Two Mile Road. Upon execution, the Clerk will record this agreement with the Bay County Register of Deeds.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

Hall Request - Cortland Farms South Homeowners Association June 12, 2013

Motion by Kowalski supported by Pike to grant the request from Cortland Farms South Homeowners Association use of the township hall to hold their annual meeting on June 12, 2013, with an alternate date of June 26, 2013; signed contract, all fees waived.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

R-2013-003 Resolution Confirming Appointment of Member Rep. to MI TWP Par Plan

Motion by Kowalski supported by Kochany to adopt Resolution R-2013-003, a Resolution confirming the appointment of Trustee Arnold to run for appointment as member representative to the Michigan Township Par Plan Board as follows:

WHEREAS, the Municipal Board of the Municipality of The Charter Township of Monitor, County of Bay, State of Michigan has independent power to manage risk and acquire insurance coverage to protect the interests of residents of the Municipality; and

WHEREAS, Section 5 of the Chapter 124 of the Michigan Compiled Laws (P.A. No. 38, 1982, Section 2) authorizes local units of government, including townships to contract jointly to provide cooperative action relative to enumerated insurance coverages and risk management services; and

WHEREAS, several municipalities of the State of Michigan have joined together to form a risk management and insurance program under the name of "Michigan Township Participating Plan" in accordance with an Agreement entitled "Michigan Township Participating Plan Cooperative Action Agreement" (the "Agreement"), originally dated as of April 1, 1985; and

WHEREAS, the municipality has received and reviewed a copy of the Agreement and the Bylaws and Rules adopted by the Board of Directors of the Michigan Township Participating Plan (the "Board"); and

WHEREAS, from time to time it is necessary to appoint an elected official of the municipality to serve as the municipality's Member Representative to the Michigan Township Participating Plan;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Municipality hereby appoints Earl E. Arnold, Monitor Township Trustee to serve as the municipality's Member Representative. All immunities and privileges of the governmental office held by the municipality's Member Representative shall apply to the decisions of the Municipality's Member Representative while acting as a municipal Member Representative to the Michigan Township Participating Plan.
2. The Municipality hereby expressly authorizes and directs the Municipality's Member Representative, if elected by the other Member Representatives from the Zone (as that term is defined in the Agreement), to serve on the Board of Directors of the Michigan Township Participating Plan. All immunities and privileges of the governmental office held by the Municipality's Member Representative shall apply to the decisions of the Municipality's Member Representative while acting as a member of the Board of Directors.
- 3 All resolutions and parts of the resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

Road Improvement Projects for 2013

The Supervisor provided the following information regarding road improvement projects for 2013:

2013 MONITOR TOWNSHIP ROAD PROJECTS

April 18, 2013

Funds available

2013 Monitor Road Budget as of January 1, 2013	\$300,000.00
BCRC Building Better Roads funds matching funds required	\$ 20,000.00
BCRC Discretionary Fund Program no matching funds required	\$ 11,500.00
<u>Total amount available for 2013 road work</u>	<u>\$331,500.00</u>

Seal Blend Program (To extend the life of the roads) The BCRC recommends that to extend the life of the roads we should use Seal Blend on the bad spots. With that in mind we should order 350 tons again this year. Note! Cost of Seal Blend has increased \$7.00/ton this year.

Cost of 350 tons x \$62.00 per ton = \$ 21,700.00

Amount needed to finish roads committed to last year.

Baxman Road (Midland Rd to US10)	Double chip & seal coats = \$ 26,800.00
Chip Road (7 Mile to 8 Mile)	Single chip & seal coat = \$ 20,000.00
Baxman Road (Salzburg Road to Fisher Road)	Single chip & seal coats = \$ 20,000.00
<u>Sub total of committed costs this year</u>	<u>\$ 88,500.00</u>

Monitor Funds available for additional 2013 road improvements Sub Total \$243,000.00

Roads to be considered for repair and estimated costs.

8 Mile Road (Midland Rd to Wilder Rd) 50% SHARE with Williams Twp.
Monitor Township cost Single chip & seal coat = \$ 15,000.00
8 Mile Road (Wheeler Rd to Ott Rd) 50% SHARE with Williams Twp.
Monitor Township cost Crush & shape = \$ 36,273.00
Townline 14 Rd (Fraser Rd to 7 Mile Rd) 50% SHARE with Kawkawlin Twp.
Monitor Township cost Crush & shape = \$ 69,014.00
N Union Rd (4 Mile to Mackinaw) Crush & shape = \$ 94,369.00
Chip Rd (Fraser to 7 Mile) Crush & shape = \$ 66,640.20
Sub Total \$281,296.20
Less 2013 Available Funds \$243,000.00
(over budget by \$ 38,296.20)

Motion by Brandt supported by Malkin to approve the following Road Improvements for 2013:

350 tons Seal Blend x \$62.00 per ton \$ 21,700.00
Baxman Road (Midland Rd to US10) Double chip & seal coats \$ 26,800.00
Chip Road (7 Mile to 8 Mile) Single chip & seal coat \$ 20,000.00
Baxman Road (Salzburg Road to Fisher Road) Single chip & seal coats \$ 20,000.00
8 Mile Road (Midland Rd to Wilder Rd) 50% SHARE with Williams Twp.
Monitor Township cost Single chip & seal coat \$ 15,000.00
8 Mile Road (Wheeler Rd to Ott Rd) 50% SHARE with Williams Twp.
Monitor Township cost Crush & shape \$ 36,273.00
Townline 14 Rd (Fraser Rd to 7 Mile Rd) 50% SHARE with Kawkawlin Twp.
Monitor Township cost Crush & shape \$ 69,014.00
N Union Rd (4 Mile to Mackinaw) Crush & shape \$ 94,369.00
Chip Rd (Fraser to 7 Mile) Crush & shape \$ 66,640.20
\$369,796.20
Less BCRC Building Better Roads funds - matching funds required (\$ 20,000.00)
BCRC Discretionary Fund Program - no matching funds required (\$ 11,500.00)
Total General Funds Allocated for 2013 Road Improvements \$338,296.20
2013 Monitor Road Budget as of January 1, 2013 \$300,000.00
(\$ 38,296.20)

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

Personnel Committee Recommendation ó Fire Department Probationary Firefighter Agreement

The Personnel Committee recommends after consultation with Chief Kramer and review of the Fire Department Probationary Firefighter Agreement, that Probationary Firefighters' training be paid for by the Township (First Responder; Fire Academy: One and Two; and Hazardous Materials Training) and that training wages be placed in escrow until the training is completed. Failure to complete the training would require Probationary Firefighters to pay costs to date.

Those wages accrued after successful completion of training would be paid to the working firefighter over a three year period. Furthermore, Probationary Firefighters with successful First Responder training can participate on medical runs and all other runs under direct supervision and for probationary wages. The Fire Chief supplied a firefighter flow chart, a protocol for probationary firefighter to paid on-call, and the probationary firefighter agreement for board consideration.

Board discussion followed.

Motion by Miller supported by Arnold to approve the submitted Personnel Committee Fire Department recommendations as follows:

- 1) Fire Department Probationary Firefighter Agreement;
- 2) Fire Department Protocols Required to Advance from Probationary to Paid On-Call Status as follows:
 - a) Probationary Firefighter with No Training
 - b) Probationary Firefighter with Medical First Responder or higher training but No Firefighter Training.
 - c) Probationary Firefighter with Firefighter 1 & 2 Training, Medical, and HAZMAT.
 - d) Probationary Firefighter with Firefighter 1 & 2, HAZMAT but no Medical.
- 3) That the policy be reviewed by the Personnel Committee six months from the date of its adoption.

Roll call vote:

Yes: Brandt, Pike, Arnold, Kochany, Malkin, Miller

No: Kowalski

Absent: None

Motion carried.

Personnel Committee Recommendations ó New Job Descriptions for Building Dept. Personnel and Building Department Wage Compensation

The Personnel Committee submitted eight (8) recommendations and three (3) job descriptions relating to personnel, compensation and operation of the building department.

There was considerable board discussion and suggested changes were offered.

The Personnel Committee will consider the board comments.

Motion by Miller supported by Kochany to table the proposed Personnel Committee building department recommendations and job descriptions.

Motion carried.

The meeting adjourned at 9:30 p.m.

Cindy L. Kowalski, Clerk

Gary A. Brandt, Supervisor