

CHARTER TOWNSHIP OF MONITOR  
REGULAR TOWNSHIP BOARD MEETING  
JUNE 24, 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 Miller supported by Kowalski to adopt the agenda with the deletion of Wolverine Pipeline Presentation.  
Motion carried.

Motion by Pike supported by Kochany to approve the minutes of the June 10, 2013 regular meetings as presented.  
Motion carried.

Motion by Pike supported by Miller to pay the bills in the amount of \$98,736.74 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 May 2013.  
Motion carried.

Estimates of Roof Over Township Hall & Offices

The board reviewed three estimates from Kawkawlin Roofing, Universal Roofing, and Thomas Brown & Son Roofing, to repair a section of roof over the township office and replace a section of roof over the township hall.

Motion by Malkin supported by Arnold to accept the bid from Universal Roofing to repair the roof over the township office in the amount of \$1,500; and to accept the bid from Universal Roofing to replace a section of the north hall roof in the amount of \$9,100.

Roll call vote:

Yes: Brandt, Arnold, Kochany, Malkin, Miller

No: Kowalski, Pike

Absent: None

Motion carried.

Miller left the meeting at 7:35 p.m.

Fireworks Application ó C. Holm

Motion by Kowalski supported by Pike to approve the fireworks permit submitted by Charles Holm for a fireworks display at 1796 Wheeler Rd. on July 27, 2013, contingent upon Fire Department inspection of the site prior to the event.

Roll call vote:

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

No: None

Absent: Miller

Motion carried.

Building Permit Refund Request ó M. Hoffmann

A request was submitted by Mark Hoffmann, Hoffmann Builders, to refund the building permit PB13-0026 in the amount of \$307.25. Mr. Hoffmann explained the owner took out his own permit and decided to do the build himself.

Motion by Pike supported by Kowalski to approve the building permit refund request submitted by M. Hoffman for building permit PB13-0026 in the amount of \$307.25.

Roll call vote:

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

No: None

Absent: Miller

Motion carried.

2013 General Fund and 2013 Construction Fund Budget Adjustments

At the board's direction, the Clerk prepared draft budget adjustments for the 2013 General Fund and 2013 Construction Code (Building) Fund dated 06/21/2013, to provide for the three newly created positions of Building Official and Inspector, Ordinance Administrator, and Zoning and Code Enforcement Assistant.

Motion by Malkin supported by Arnold to approve the amendments to the 2013 General Fund and 2013 Construction Code Fund, prepared by the Clerk dated 06/21/2013.

Roll call vote:

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

No: None

Absent: Miller

Motion carried.

Personnel Committee Recommendation to Hire: Zoning & Code Enforcement Assistant, Ordinance Administrator, Building Official and Inspector

The Board considered the following recommendation submitted by the Personnel Committee:

**RECOMMENDATION TO BOARD ON ZONING AND CODE ENFORCEMENT ASSISTANT, ORDINANCE ADMINISTRATOR, AND BUILDING OFFICIAL HIRING**

- 1) The Personnel Committee recommends that Yvonne Niemiec be hired as the Zoning and Code Enforcement Assistant to work 20 hours, five days a week, from 8:00 a.m. to

noon with a compensation package of \$9.50 an hour and training costs paid by the Township.

2) It recommends that F. Dave Rochow be hired as the Ordinance Administrator to conduct Ordinance Construction Plan Reviews, on-site building inspections, ordinance inspections, and reports as needed, with payment to be bi-weekly as inspections are completed at a regular hourly wage of \$20.00 with mileage and training costs to be paid by the Township, and the hourly wage applied to requested attendance at Township Board, Planning Commission and/or Zoning Board of Appeals meetings.

3) It recommends that Dave DeGrow be retained as Building Official and Building Inspector to serve as needed with a compensation plan of fifty (50%) of Building Permit fees, eighty percent (80%) of Construction Plan Review fees, and an hourly wage of \$25.00 applied to requested attendance at Township Board, Planning Commission and/or Zoning Board of Appeals meetings. Payment to be 1/3 of permit fee monthly as completed and plan review fee monthly. Mileage and training costs are to be paid by the Township.

4) It further recommends that the employment date for the Zoning and Code Enforcement Assistant and Ordinance Administrator began on July 8, 2013, and by Board directive, the program be reviewed six months from that date.

Motion by Kochany supported by Malkin to hire Yvonne Niemiec as the Zoning and Code Enforcement Assistant as recommended by the Personnel Committee.

Roll call vote:

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

No: None

Absent: Miller

Motion carried.

Motion by Pike supported by Arnold to hire F. Dave Rochow as the Ordinance Administrator as recommended by the Personnel Committee.

Roll call vote:

Yes: Brandt, Pike, Arnold, Kochany, Malkin

No: Kowalski

Absent: Miller

Motion carried.

Motion by Malkin supported by Brandt to retain Dave DeGrow as Building Official and Building Inspector as recommended by the Personnel Committee.

Roll call vote:

Yes: Brandt, Pike, Arnold, Kochany, Malkin

No: Kowalski

Absent: Miller

Motion carried.

Kowalski stated her vote for the last two votes had nothing to do with the individuals, but rather her objection to the separation of the two job positions.

SUPERVISOR'S REPORT

Brandt reported on maintenance that would be done at the township park.

The meeting adjourned at 8:25 p.m.

Cindy L. Kowalski, Clerk

Gary A. Brandt, Supervisor