

LIMA TOWNSHIP BOARD OF TRUSTEES
Lima Township Hall
Regular Meeting Minutes
December 11, 2017

CALL TO ORDER: The meeting was called to order by Supervisor Maier at 7:00 pm and opened with the pledge of allegiance. All board members were present except Duane Luick who joined the meeting at 7:30. Seven residents and one guest was also in attendance.

AGENDA APPROVAL: Trustee Laier moved, supported by Havens to approve the agenda as presented. Motion passed

MINUTES APPROVAL: Trustee Laier moved, supported by Havens to approve the minutes of the regular meeting of November 13, 2017 as presented. Motion passed

PUBLIC COMMENT: Gary Adams spoke on the completion status of the DTE gas main project on Dexter-Chelsea Road.

TREASURER'S REPORT: As submitted

TREASURER'S REPORT	November 30, 2017
Beginning Balance CSB	\$ 179,072.41
Deposits	59,838.15
November, 2017 Payroll	(11,226.94)
November, 2017 Bills Paid	(62,108.02)
CSB Checking Balance 11/30/2017 (.05% int.)	165,575.60
Non-Maturing CD's	783,594.84
Total CSB Checking & CD's	949,170.44
CSB Money Market	254,294.50
CSB Money Market November Interest (.20%)	41.80
Total CSB Money Market	254,336.30
Flagstar/Thornton Farms	175,790.54
Thornton Farms November Interest (.25%)	36.12
Total Flagstar Checking	175,826.66
Funds Available	1,203,506.74
Total Funds	\$ 1,379,333.40

Treasurer Havens reported that winter tax bills were all mailed. Also, the Township is expecting to receive \$174,864 for Taxes Receivable and \$59,188 for Winter Property Taxes Administration Fee Income.

OLD BUSINESS:

MERS COLA Report – Maier contacted MERS to request a computation of a Straight-E COLA cost. Because the Township is fully funded there is no charge for this actuarial request. **No action taken**

MCI Up-date to Township Hall Property – Supervisor Maier had several of the most recent conceptual drawings available for viewing. **No action taken**

Township Hall Remediation Up-date - Still only two bids received. One for radon and one for asbestos. Supervisor Maier requested assistance in locating companies to bid on this work. **No action taken**

NEW BUSINESS:

CAFA Budget Review – As a courtesy, Chelsea Area Fire Authority allows all contributing entities to review the operating budget prior to their board's approval. Several questions were asked by Board Members and all were either answered or clarified by Maier. **Maier moved, supported by Laier that the Lima Township Board has reviewed the Chelsea Area Fire Authority 2018 Budget and has no further comments. Motion passed**

Pre-Third Quarter Budget Review Discussion - Cost Center/Department budgeting rather than line-item budgeting, for the Township, was brought up as an simpler, but still very effective way to budget. **No action taken**

APPROVAL of ACCOUNTS PAYABLE AND PAYROLL: Laier moved, supported by Luick to pay bills (\$12,752.79) and payroll (\$10,372.40) as presented. Motion passed

ACCOUNTS PAYABLE - DECEMBER 11, 2017		Amount
BETTY ROBBINS	OFFICE AND HALL CLEANING	50.00
CARLISLE/WORTMAN ASSOC., INC.	JACKSON RD.SUP PERIOD ENDING 10/13/17	1,190.00
CARLISLE/WORTMAN ASSOC., INC.	2015 ORDINANCE UPDATES PERIOD ENDING 10/13/17	78.75
CARLISLE/WORTMAN ASSOC., INC.	GENERAL CONSULTATION PERIOD ENDING 10/13/17	467.50
CHELSEA AREA CONSTRUCTION AGENCY	DECEMBER OFFICE LEASE	1,046.45
CHRIS RENIUS	ASSESSING SERVICES - DEC 2017	2,454.79
COMCAST	8529 10 221 0105382 INTERNET & CABLE TV	161.28
DIRECT OFFICE BUYS	COPY INK, ENVELOPES, COPY PAPER	123.13
DTE ENERGY	9100 105 6532 3 ELEC - TWP HALL	65.30
ELAINE BATER	PRINTER REPAIR PARTS	67.01
ELAINE BATER	REIMB. MTA ACCOUNTING WEBINARS	32.00
IVS COMM	NOV. 2017 OFFICE PHONES #7344752246	87.50
KCI	PERSONAL PROPERTY ASSESS MAILING EST. POSTAGE	53.90
MERS	CUSTOMER#811201 EMP RETIRE PLAN	861.24
MICHAEL J. KEHOE, P.C.	ST. VLAD CHURCH CEMETERY	218.84
MIDWESTERN CONSULTING LLC	CAMERON GAFFIELD - PROF.FEES 6/24/17-10/28/17	598.50
NANETTE HAVENS	TAX BILL MAILINGS	19.98
PRINTING SYSTEMS, INC.	ELECTION SUPPLIES - BALLOT SECRECY FOLDERS	153.27
RAPID SHRED	SHRED SERV. 11/06/17 TKT-320063	45.00
THE SUN TIMES	PUBLIC NOTICE - SYNOPSIS OF OCT. BD.MTG	115.50
UNITED STATES TREASURY	38-2165631 FORM 941 4TH QTR 2017	1,277.88
VERIZON	642097789-01 TWP.HALL BROADBAND 10/29/17-11/28/17	40.82
VICTOR L. LILLICH, J. D.	LEGAL SERV-BATESON & VARIOUS 11/1/17-11/30/17	980.00
WASHTENAW COUNTY TREASURER	CUST#5013 DRAINS SPECIAL ASSESSMENT	2,564.15
Total		\$ 12,752.79

Payroll December 11, 2017	Check #	Gross	Soc. Security	Medicare	MERS	Net Pay
Elaine L. Bater	1145	2,448.75	-	35.51	122.44	2,290.80
Thomas E. Caplis	1146	517.75	32.10	7.51	-	478.14
William V. Coltre	1147	715.20	44.34	10.37	-	660.49
Marlene Consiglio	1148	239.30	14.84	3.47	-	220.99
Edwin Greenleaf	1149	176.86	10.97	2.56	-	163.33
Nanette L. Havens	1150	2,625.61	-	38.07	131.28	2,456.26
Else Heller	1151	922.86	-	-	46.14	876.72
Donald A. Laier	1152	281.42	-	4.08	14.07	263.27
Duane D. Luick	1153	281.42	-	4.08	14.07	263.27
Craig A. Maier	1154	2,448.75	-	35.51	122.44	2,290.80
Kenneth W. Prielipp	1155	88.43	5.48	1.28	-	81.67
Elizabeth Sensoli	1156	176.86	10.97	2.56	-	163.33
Howard Sias	1157	176.86	10.97	2.56	-	163.33
Total		\$11,100.07	\$129.67	\$147.56	\$450.44	\$10,372.40

CORRESPONDENCE: Natural Gas Pipeline Safety – pamphlet provided by Consumers Energy

REPORTS:

Zoning Report for November 2017: Tom Caplis (absent)

3 Compliance permits

- 12704 Luick Dr. New home
- 2652 N. Dancer Rd. Temporary structure
- 11355 Trinkle Rd. Fence

Enforcement (Violation written or Investigated)

- Verify fence location – no issue

Chelsea Area Construction Agency (CACA): Greg McKenzie (absent)

- Minutes from October 12, 2017 meeting included in packet

Capital Improvements: Ed GreenLeaf

- Conceptual drawings still showing existing hall when drawings should show the building gone or moved.
- Layout of CAFA building is poor for entering and exiting.

CAPT/DART: Ed GreenLeaf – No Report

Cemeteries: Ed GreenLeaf – No Report

Chelsea District Library: Elizabeth Sensoli (absent)

Planning Commission: Nanette Havens

- Cameron/Jackson Road special use permit was approved with conditions of a site plan with revised landscape and lighting and engineering review.

Western Washtenaw Recycling Authority (WWRA): Nanette Havens

- Revenues are normally \$90,000 - \$100,000 and expenses are typically \$80,000 monthly
- Paying off baler machine loan from past administration
- Replacing Sterling (bin transport truck) and ¾ ton pick-up within the next year

Washtenaw Area Value Express (WAVE): Arlene Bareis (absent)

Clerk's Report: Elaine Bater

- Preparing for 2020 censuses
- W-2's will be going out soon
- Preparing end-of-year reports
- Budget preparation

CAFA: Craig Maier

- Meeting is Tuesday, December 19th in council chambers.

Supervisor's Reports: Craig Maier

- Spent a great deal of time recently with DTE, Rover and Wright Tree Service dealing with their issues in the Township.

PUBLIC COMMENT: Florence Beach commented on, Township Attorney, Victor Lillich and Gary Adams asked the Board a question concerning the Rover Pipeline.

ADJOURNMENT: Moved by Laier, supported by Havens to adjourn at 8:15 p.m. Motion passed

Respectfully Submitted

Elaine Bater, Township Clerk