

LIMA TOWNSHIP BOARD OF TRUSTEES
Lima Township Hall
Regular Meeting Minutes
May 14, 2018

CALL TO ORDER: Supervisor Maier opened the meeting with the Pledge of Allegiance at 7:01 PM. Board members present in addition to the Supervisor were; Clerk Bater, Trustee Laier, and Trustee Luick. Treasurer Havens was absent. Deputy Treasurer Bill Coltre attended in her place. Very few residents were present.

AGENDA APPROVAL: Trustee Laier moved, supported by Luick to approve the agenda as amended. Motion carried

MINUTES APPROVAL: Trustee Laier moved, supported by Luick to approve the regular Meeting minutes of April 9, 2018 as presented. Motion carried

PUBLIC COMMENT: Three people commented.

TREASURER'S REPORT: Submitted by Bill Coltre

TREASURER'S REPORT	April 30, 2018
Beginning Balance CSB	\$ 221,710.32
Deposits	13,690.78
April, 2018 Payroll	(9,172.76)
April, 2018 Bills Paid	(14,896.91)
CSB Checking Balance 3/31/2018 (.05% int.)	211,331.43
Non-Maturing CD's	886,123.66
Total CSB Checking & CD's	1,097,455.09
CSB Money Market	304,466.60
CSB Money Market April Interest (.20%)	50.05
Total CSB Money Market	304,516.65
Flagstar/Thornton Farms	175,972.42
Thornton Farms April Interest (.25%)	36.16
Total Flagstar Checking	176,008.58
Funds Available	1,401,971.74
Total Funds	\$ 1,577,980.32

OLD BUSINESS:

Township Hall Project – Discussion followed. No action taken.

Heart and Sole Race Resolution, Temporary Rd. Closures – Date Correction to May, 12 2018. Moved by Supervisor Maier, supported by Laier to approve the date correction on the Heart and Sole Race Resolution to May 12, 2018 as submitted. Motion carried.

Journal Entries to Adjust the 2017/2018 Fiscal Year Budget: Laier moved, supported by Luick to transfer funds to cover line item overages in the 2017/2018 Budget as submitted. Motion carried.

05/14/2018 LINE ITEM BUDGET ADJUSTMENT REQUEST FOR LIMA TOWNSHIP FISCAL YEAR 2017/2018 - PERIOD ENDING 03/31/2018						
ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AVAILABLE BALANCE	BUDGET ADJ. REQUESTED	% BDGT USED	FISCAL YR ENDING BAL 03/31/2018
Dept 101 - TRUSTEES						
702.000	TRUSTEES SALARIES	6754	-0.08	0.08	100	6754.08
957.000	EDUCATION\TRAINING - TRUSTEES	300	139	-0.08	53.67	161
Dept 171 - SUPERVISOR						
805.000	CONTRACT SERVICES - SUPERVISOR	3000	-829.92	829.92	127.7	3829.92
Dept 191 - FINANCIAL ADMINISTRATION						
702.003	SECRETARY SALARY	11150	-659.16	659.16	105.9	11809.16
702.004	BOARD OF REVIEW SALARIES	1500	-408.85	408.85	127.3	1908.85
802.000	PROF SERVICE - FIN	27000	-2590.51	2590.51	109.6	29590.51
900.000	PRINTING\PUBLISHING - FIN	1400	-506.51	506.51	136.2	1906.51
958.000	INSURANCE AND BONDS	23000	7134	-4994.95	68.98	15866
Dept 262 - ELECTIONS						
702.000	SALARIES - ELECT	4000	732.04	-263	81.7	3267.96
900.000	PRINTING\PUBLISHING - ELECT	600	-263	263	143.8	863
Dept 264 - OFFICE RENTAL						
727.000	OPERATING SUPPLIES - OFF RENTAL	645	544.75	-115.79	15.54	100.25
920.000	UTILITIES - OFF RENTAL	3000	-115.79	115.79	103.9	3115.79
Dept 265 - BUILDING AND GROUNDS						
920.000	UTILITIES - TWP HALL	2700	-355.77	355.77	113.2	3055.77
930.000	REPAIRS\MAINT - TWP HALL	8000	2122.28	-355.77	73.47	5877.72
Dept 526 - SANITARY LAND FILL						
931.000	LANDFILL MAINTENANCE	2500	-963.9	963.9	138.6	3463.9
933.000	SPECIAL ASSESSMENT - DRAINS	6000	3435.85	-963.9	42.74	2564.15
Dept 721 - PLANNING						
702.000	SALARIES - PLANNING	7800	1853.94	-1380.85	76.23	5946.06
804.000	PLANNING PROF SERVICES	18000	-1380.85	1380.85	107.7	19380.85

Board Mtg 5/14/2018 - Journal Entries to Adjust the 2017/2018 Fiscal Year Budget: Laier moved, supported by Luick to transfer funds to cover line item overages in the 2017/2018 Budget as submitted. Motion carried.

-8074.34

NEW BUSINESS:

I.T. Right Quotes – Discussion followed. No action taken.

CONSENT AGENDA:

A. ACCOUNTS PAYABLE - \$16,807.45

B. PAYROLL - \$8,563.63

**Moved by Luick, supported by Laier to approve the Lima Township 5/14/2018 Consent Agenda as submitted.
Motion carried.**

ACCOUNTS PAYABLE - MAY 14, 2018		Amount
ABRASIVE FINISHING	RECYC.BIN SNO REMOV 2/5/18	25.00
ABRASIVE FINISHING	RECYC.BIN SNO REMOV 2/7/18	25.00
ABRASIVE FINISHING	RECYC.BIN SNO REMOV 2/9/18	50.00
ABRASIVE FINISHING	RECYC.BIN SNO REMOV 2/10 & 2/11/18	50.00
ANNE FERRIS	9/11/06 CK NEVER CASHED 2QTR PC	138.52
B S & A SOFTWARE	ASSESSING SYS-ANNU SERV/SUPP PER CONT 5/1/2018-5/1/2019	826.00
BETTY ROBBINS	OFFICE CLEANING APRIL, 2018	100.00
CARLISLE/WORTMAN ASSOC., INC.	SIGN ORDINANCE UPDATES - ENDING 3/31/18	255.00
CARLISLE/WORTMAN ASSOC., INC.	GENERAL CONSULTATION - ENDING 3/31/18	1,197.50
CARLISLE/WORTMAN ASSOC., INC.	ST VLADIMIR CHURCH - ENDING 3/31/18	680.00
CHELSEA AREA CONSTRUCTION AGENCY	MAY OFFICE LEASE	1,046.45
COMCAST	8529 10 221 0105382 INTERNET & CABLE TV	175.57
CORRIGAN OIL CO. NO.II	HEATING FUEL DEL TWP HALL 4/3/2018	418.59
DIRECT OFFICE BUYS	FAX TONERS, WINDOW DISPLAY HOLDERS	183.16
DTE ENERGY	9100 105 6532 3 ELEC - TWP HALL	79.32
ELAINE BATER	REIMB POSTAGE & WEBINAR	204.00
HART INTERCIVIC, INC	VERITY SCANNER KEY, VDRIVE MEM.THERMAL, BAT.BAY	327.53
IVS COMM	APRIL 2018 OFFICE PHONES #7344752246	87.50
JUDY RISNER	UNCASHED CK 2014 FOR L.RISNER SNO PLOWING	40.00
LENNY'S SERVICES, LLC	CALUS RD. CONSULTANT ESCROW REFUND BALANCE	1,832.37
LENNY'S SERVICES, LLC	2ND CALUS RD. CONSULTANT ESCROW REFUND BALANCE	1,179.90
MERS	CUSTOMER#811201 EMP RETIRE PLAN	905.00
MIDWESTERN CONSULTING LLC	ST.VLADIMAR PROFESS. SERVICES 12/30/17-3/31/18	361.00
RENIUS & RENIUS	ASSESSING SERVICES - APR 2018	2,454.79
THE SUN TIMES	PUBLIC NOTICE - HEARING	60.00
THE SUN TIMES	BUDGET & REG MTG MIN. 3/12/18	302.10
THE SUN TIMES	ZBA PUB. NOTICE HEARING 5/2/18	50.00
TOM CAPLIS	4RD QTR MILEAGE ZONING ADMINISTRATOR	32.26
VERIZON	642097789-01 TWP.HALL BROADBAND 04/29-05/28	40.82
VICTOR L. LILICH, J. D.	LEGAL SERVICES - BATESON 04/01/18 - 04/30/18	2,187.50
WEST. WASHTENAW AREA VALUE EXPRESS	2018 SERVICES RENDERED TO LIMA RESIDENTS	3,000.00
TOTAL		18,314.88
INVOICES PAID 5/17/2018		

PAYROLL 5/14/2018	Check #	Gross Pay	Fed Tax	Social Security	Medicare	State Tax	MERS	Net Pay
Elaine Bater	1206	2,497.75	72.00	0.00	36.22	72.51	124.89	2,192.13
Thomas Caplis	1207	551.20	0.00	34.17	7.99	0.00	0.00	509.04
Nanette Havens	1208	2,497.75	0.00	0.00	36.22	15.85	124.89	2,320.79
Else Heller	1209	945.00	59.00	0.00	0.00	38.15	47.25	800.60
Donald A. Laier	1210	287.08	0.00	0.00	4.16	0.00	14.35	268.57
Duane D. Luick	1211	287.08	0.00	0.00	4.16	0.00	14.35	268.57
Craig A. Maier	1212	2,497.75	232.00	0.00	36.22	86.68	124.89	2,017.96
Kenneth Prielipp	1213	175.13	0.00	10.86	2.54	0.00	0.00	161.73
Tanya R. Strong	1214	26.25	0.00	1.63	0.38	0.00	0.00	24.24
Total		9,764.99	363.00	46.66	127.89	213.19	450.62	\$ 8,563.63

CORRESPONDENCE: SEMCOG printed cards to advertise their interactive map for **Park Finder**, and **CO2mmuter Connect**.

REPORTS:

Zoning Report for April, 2018: Tom Caplis submitted written report.

- 2 Pole Barns 13905 Scio Church Rd. & 850 S. Lima Center Rd.
- 2 Decks 2946 Sandhill Rd. & 10960 Trinkle Trail
- 1 Gazebo 2780 N. Dancer Rd.
- 1 enforcement investigation for barn construction at 850 S. Lima Center Road – no permit. Homeowner corrected and pulled required permit.

Chelsea Area Construction Agency (CACA): Greg McKenzie (absent) – written notes were submitted.

- Provided CACA Minutes from 4/19/2018 meeting to Board members.
- From 5/18/2018 meeting – authorized approval to pay-off building mortgage early – due February, 2019.
- From 5/18/2018 meeting – authorized CACA 401K contribution increase for full-time employees from 4% to 8%.

Capital Improvements: Ed GreenLeaf (absent)

- Township Hall project stalled pending CAFA's possible purchase of Station 2 property.

CAPT/DART: Ed GreenLeaf (absent)

Cemeteries: Ed GreenLeaf (absent) Duane Luick reported

- Lima Center Cemetery – Fence contractor may be delayed with hay/straw farming.

Chelsea District Library: Elizabeth Sensoli (absent)

Planning Commission: Nanette Havens (absent) Bill Coltre reported

- St. Vladimir School final site plan not submitted - tabled until next meeting.
- Came to agreement on what is allowable for Portable Food Establishments.

Western Washtenaw Recycling Authority (WWRA): Nanette Havens (absent) Bill Coltre reported

- Washtenaw County Clean-up Day is May 19, 2018 at Chelsea Hill School
- Purchasing Mack Heavy-Duty Tandem Truck – Paying cash
- WWRA is being run well by the new manager. Manager is getting material tonnage in and making money with it, which is a nice turnaround from what WWRA used to be.

Washtenaw Area Value Express (WAVE): Arlene Bareis

- Micheline's son passed away, she is back to work but no meeting was held.

Clerk's Report: Elaine Bater

- Preparing for audit at end of month
- New Chart of Accounts is not complete and is an on-going process
- Gearing up for the August and November elections
- Voting scanners are still new and there are always questions on possible hacking and election interference.

CAFA: Craig Maier

- Next meeting is Tuesday, May 15, 2018 - Chelsea Council Chambers
- Meeting with property appraiser (station 2) 5/15/2018
- Hiring 3-4 new Fire Fighters with millage funds.
- Paying off engine 6-1 and Fire Chief's vehicle
- Grants have been submitted for positions also
- New Mini Pumper Squad will be in service very soon

Supervisor's Reports: Craig Maier

- County Primary Work - Road Commission will close Scio Church Road at Haas Drain to repair culvert.
- County Primary Work - 6" of limestone on Lima Center Road from Dexter-Chelsea North to Island Lake Road.
- Township Road projects will be starting soon after primary work is finished.

PUBLIC COMMENT: Three people commented.

ADJOURNMENT: Moved by Laier, supported by Luick to adjourn at 8:34 PM. Motion carried

Respectfully Submitted

Elaine Bater, Township Clerk