

**LIMA TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES
SEPTEMBER 12, 2016, 7:00 P.M.**

CALL TO ORDER: The meeting was called to order by Supervisor Maier at 7:00 pm. and opened with the Pledge of Allegiance. Present was Supervisor Maier, Clerk Bater, Treasurer Havens, and Trustees Laier and McKenzie. Also present were several residents and guests.

AGENDA APPROVAL: Laier moved, McKenzie seconded to approve the agenda as presented. Motion carried

MINUTES APPROVAL: Laier moved, Havens seconded to approve the minutes of the Regular Meeting of August 8, 2016 as submitted. Motion carried

PUBLIC COMMENT: Donna Lasinski introduced herself as a candidate running for State Representative. Susan Filipiak spoke on Nordman Lake/Camp Woodbury and the Lima Township Noise Ordinance.

TREASURER’S REPORT: As submitted.

TREASURER'S REPORT	August 31, 2016
Beginning Balance CSB	191,707.87
Deposits	10,264.57
Transfer to Money Market	(40,000.00)
July, 2016 Bills Paid	(23,130.63)
CSB Checking Balance 8/31/2016 (.05% int.)	138,841.81
Non-Maturing CD's	674,831.71
Total CSB Checking & CD's	813,673.52
CSB Money Market	363,558.80
CSB Money Market Aug. Interest (.20%)	66.83
Transfer from General Fund	40,000.00
Total CSB Money Market	403,625.63
Flagstar/Thornton Farms	142,033.40
Thornton Farms Aug. Interest (.25%)	30.08
Total Flagstar Checking	142,063.48
Funds Available	1,217,299.15
Total Funds	1,359,362.63

Treasurer Havens reported that approximately 400 parcels had summer taxes still outstanding.

OLD BUSINESS: Web Site Design Bids – No Action. The Township Board received five bids, however since no formal Request for Proposal was developed by the Township it is difficult to compare the submitted quotes. It was discussed that Sylvan Township was compiling a RFP in the very near future and that Lima Township may be able to coordinate with them.

NEW BUSINESS:

IVS Com – New Phone System Proposal: Concerns with the current AT&T bill increasing and telephone landlines not being maintained in the future along with the heavy data usage on the single Comcast Internet account has led the Township to look for a new telephone provider and to have its own Comcast account. IVS Com is an internet cloud based phone system. It would also set the Township up for a cable line allowing for a TV in the office in the event of a homeland security issue or natural disaster within the Township. Monthly costs for IVS Com phones plus the Comcast account is comparable to the current monthly AT&T bill the Township is paying now. Three similar townships were surveyed who presently have IVS Com phones and each gave positive reviews on ease of use, cost, and none were planning on changing. **McKenzie moved, Laier seconded that based on the recommendations of the Supervisor and Clerk and their investigation, that the Township authorize a new telephone system based on the IVS Com quote of \$1,555.00. Motion carried**

Paychex Payroll System Discussion: Currently the Township runs payroll of 7-14 employees through Accounts Payable monthly because the BS&A module for Payroll is over \$10,000 to purchase. Paychex gave the Township a quote of 6-10 employees \$3.75/employee and 11+ employees \$2.55/employee. There would be a one-time \$200 set-up fee. This includes Human Resources reporting to the State, Taxpay Services, quarterly tax filing, and payroll reports, along with many other services. **Bater moved, Havens seconded to table payroll processing services action to get additional provider quotes. Motion carried**

Township Hall – Election Day Road Signage Quote from Dornbos Sign, Inc. - Traffic safety issues at the August election prompted the Supervisor to get quotes for two 48” x 48” super bright roll-up road signs to be put out at each election to give motorist warning as they approach the voting area. Funds to purchase the signs will come from the Township Hall Fixed Assets account. **Laier moved, Bater seconded to purchase traffic safety signs from Dornbos Sign, Inc. for \$778.50. Motion carried.**

ACCOUNTS PAYABLE: McKenzie moved, Laier seconded to pay bills as presented in the amount of \$148,736.63 plus the addition of William Colter’s ZBA meeting payment. Motion carried

ACCOUNTS PAYABLE - PAID SEPTEMBER 12, 2016 UNLESS OTHERWISE NOTED		Amount
A T & T	AUG 2016 OFFICE PHONES	200.87
ACCIDENT FUND	WORKERS COMP AUDIT	1,340.00
CARLISLE/WORTMAN	GENERAL CONSULTATION	305.00
CARLISLE/WORTMAN	ORDINANCE UPDATES	50.00
CHARLOTTE SCHAUER	SEPT OFFICE/TWP.HALL CLEANING	166.23
CHELSEA AREA CONTRUCTION AGENCY	SEPT LEASE \$1046.45 INTERNET \$30	1,076.45
CHELSEA PRINT AND GRAPHICS LLC	4 24" X 36" BLACK & WHITE PRINTS	8.00
CHRIS RENIUS	ASSESSING CONT.08/16/16 - 09/15/16	1,950.00
CRAIG MAIER	SUPERVISOR WAGES SEPT 2016	2,258.31
DAVID SNYDER	4 MOWINGS - PORTER CEMETERY	400.00
DONALD LAIER	TRUSTEE WAGES SEPT 2016 & ZBA MTG IN AUG.2016	339.23
DTE ENERGY	251216900018 ELEC - HALL	33.03
EDWIN GREENLEAF	PC 6/27 & 8/22 @86.70/EA	160.13
ELAINE BATER	CLERK WAGES SEPT 2016	2,258.31
ELECTION SOURCE	TABLE TOP VOTING BOOTHS	203.01
ELIZABETH SENSOLI	PC 6/27 & 8/22 @86.70/EA	160.13
ELSE HELLER	SECRETARY AUG. WAGES & \$7.33 POSTAGE REIMB.	906.39
GOVERNMENTAL BUSINESS SYSTEMS	GEN ELECTION SUPPLIES	256.57
GOVERNMENTAL BUSINESS SYSTEMS	MEMORY CARD CODING 1 PREC. 8/2/16 ELEC	150.00
GREGORY MCKENZIE	TRUSTEE WAGES SEPT 2016	258.12

HOWARD SIAS	PC 6/27 & 8/22 @86.70/EA	160.13
KENNETH PRIELIPP, SR.	PC 6/2716 @ \$86.70	80.07
MARLENE CONSIGLIO	PC CHAIR 6/27 & 8/22 @ 117.30 EACH	216.65
MERS	CUSTOMER#811201 EMP RETIRE PLAN	812.46
MICHAEL J. KEHOE, P.C.	LEGAL SERVICES GENERAL WORK	225.94
MICHAEL J. KEHOE, P.C.	LEGAL SERV. REDDEMAN S.U.P	70.94
MICHAEL J. KEHOE, P.C.	LEGAL SERV. BEACH CEMETERY	375.00
NANETTE HAVENS	TREASURER WAGES SEPT 2016 & PC MTGS 6/27, 8/22/16	2,420.53
NANETTE HAVENS	REIMB.- ENVELOPES/CALC INKROLL	233.90
NEIL ADAMS	ZBA CHAIR MTG IN AUG.2016	117.30
SONS & DAUGHTERS, INC.	AUG MOWINGS FOR HALL & LIMA CEM.	850.00
SUSAN ALLSHOUSE	AUG 2ND ELEC. TEST BALLOTS & SUMMARY SHT.	50.00
TANYA STRONG	DEPUTY CLERK WAGESAUG/SEPT 2016	69.61
THE SUN TIMES	SYNOP.OF MIN.8/8/2016	70.00
TOM CAPLIS	ZONING ADMIN AUG WAGES PAID 9/14/2016	468.68
VERIZON	642097789-01 TWP.HALL BROADBAND 7/29-8/28/16	40.82
VICTOR L. LILICH, J. D.	LEGAL SERVICES - BATESON	1,510.00
WASHTENAW SOLID WASTE CONSORTIUM	FISCAL YEAR DUES 2016	75.00
WASHTENAW CTY ROAD COMMISSION	2016 2ND BILLING ROAD MAINTENANCE	122,342.42
WASHTENAW CTY ROAD COMMISSION	2016 2ND BILLING ROAD MAINTENANCE	5,827.20
WILLIAM COLTRE	PC 6/27 & 8/22 @86.70/EA	160.13
WILLIAM COLTRE	ZBA 8/10 @86.70/EA PAID 9/14/2016	80.07

\$ 148,736.63

CORRESPONDENCE: Washtenaw County's – Roads in Review is educating the public on the 0.5 mil request for road work that will be on the ballot in November. Supervisor Maier fully supports this and is urging the residents to consider this proposal.

REPORTS:

Zoning Report for August, 2016: Tom Caplis

- 8 Compliance Permits (1 deck, 1 garage, 6 new homes). 22 more permits have been issued this year than last year at the same time.
- 2 Violation enforcements (2nd violation for illegal fence and the used car sales without permit has been discontinued).

Chelsea Area Construction Agency (CACA): Greg McKenzie

- Contracts for the parking lot construction have been awarded (for concrete pavement).
- Construction to start 10/3 and finish by the end of October.

Capital Improvements: Ed GreenLeaf

- The September 19th Township Hall meeting is cancelled and no rescheduled date has been set.

Cemeteries: Ed GreenLeaf

- Florence Beach reimbursement request is still on-going.

Chelsea District Library: Elizabeth Sensoli

- Residents can share their thoughts for the Library's 2017-2019 Strategic Plan – visit the web site.

Planning Commission: Nanette Havens

- Master Plan up-date and review – mainly preserving agricultural land in the Township.
- Major discussion defining Home Occupation/Home Office and Off-premise business – public hearing on 9/26/16.
- Noise ordinance material (from other townships & cities) review and discussion on 9/26/16.

Western Washtenaw Recycling Authority (WWRA): Nanette Havens

- Contracting with Granger to pick up glass – getting \$4/ton (do not resume recycling yet).
- Sales are up \$134,000
- Bills are down \$38,000
- City of Ann Arbor project netted 273 tons @ \$60.00/ton which covered over-time costs.
- Cost for prison crew labor is going up, but is still more competitive than any other form of labor.
- Public meetings for special assessments were held and the \$26.00 assessment will continue.

Washtenaw Area Value Express (WAVE): Greg McKenzie

- Renovation is moving along in the basement at the CACA Building.
- WAVE is planning to move into the new location in one weekend at the end of September.

Clerk's Report: Elaine Bater

- The first three elections of the year were preparation for the November election.
- The elimination of the Straight Ticket voting was not up-held by the courts so the Straight Ticket voting option will be on the up-coming ballot.
- Absentee ballots are scheduled to be in at the end of September so ballots should be going out to voters at the beginning of October (approximately 500 absentee voters, but the number is growing each day).
- Purchased 8 table-top voting booths that will be used only if lines become very long waiting for booths.

Supervisor's Reports: Craig Maier

- Bateson update – attorneys from both sides were going to work together to force the judge to make a decision, however Mr. Bateson did not agree with that so the Township attorney will continue to pursue that course alone.
- Florence Beach's attorney is requesting reimbursement for work that has been done at the cemetery even though the Township's attorney has given them agreement papers outlining our requirements for payment. The Township position is only to pay the contractor for not more than the quoted amount of \$2,669.00.
- MTA is holding a Township Finance Workshop in Grand Rapids if any Board members are interested.
- Jon Ichesco (retired from Ypsilanti Fire Department) was selected as the Chelsea Area Fire Authority (CAFA) Interim Chief as the search for a permanent chief continues.
- Permanent Chief Job description, qualifications and applications are going out. Five resumes have already been received.
- Next CAFA meeting is Tuesday, 9/20/2016 at 9:00 am in the Chelsea Council chambers. Meetings will be moving in October through CAFA's fiscal year to the 4th Tuesday of the month in the evenings. October's meeting will be on 10/25/2016 at 7 p.m.

ADJOURNMENT: Laier moved, Havens seconded to adjourn at 8:20 p.m. Motion carried

Respectfully Submitted,
Elaine Bater, Lima Township Clerk