

**LIMA TOWNSHIP BOARD OF TRUSTEES**  
**Lima Township Hall**  
**Regular Meeting Minutes**  
**May 13, 2019**

**CALL TO ORDER:**

7:00 p.m. by Craig Maier  
Pledge of Allegiance

**Board members present:** Maier, Bater, Havens, Laier and Luick. Board members absent: None

**AGENDA APPROVAL:**

**Trustee Laier moved/seconded by Luick: Motion to approve the Agenda as amended. Motion carried**

**MINUTES APPROVAL:**

**Trustee Laier moved/seconded by Luick: Motion to approve the Regular Meeting minutes of April 8, 2019 as presented. Motion carried**

**PUBLIC COMMENT: None**

**TREASURER'S REPORT: April Report submitted by Treasurer, Nanette Havens**

TREASURER'S REPORT	APRIL 30, 2019
Beginning Balance CSB	\$ 313,301.02
Deposits	10,418.46
Payroll - April	(9,681.00)
Accounts Payable - April	(36,627.68)
Transfer to Money Market Acct.	(150,000.00)
<b>CSB Checking Balance 4/30/2019 (.1% int.)</b>	<b>127,410.80</b>
Non-Maturing CD's	652,321.52
<b>Total CSB Checking &amp; CD's</b>	<b>779,732.32</b>
CSB Money Market	131,581.48
Transfer from General Fund	150,000.00
Monthly Interest (.25%)	29.09
<b>Total CSB Money Market</b>	<b>281,610.57</b>
Flagstar/Thornton Farms	214,642.42
Thornton Farms - Monthly Interest (.25%)	44.10
<b>Total Flagstar Checking</b>	<b>214,686.52</b>
<b>Funds Available</b>	<b>1,061,342.89</b>
<b>Total Funds</b>	<b>\$ 1,276,029.41</b>

**OLD BUSINESS:**

**Up-date on New Township Hall: Discussion. No Action taken**

**N. Lima Center Road Widening Project: Moved by Bater, supported by Laier to accept the quote of \$26,000.00 by Tanner Excavating as bid. Motion carried**

**N. Lima Center Road Tree Removal: Moved by Laier, supported by Luick for the Lima Township Board to approve the bid from Tom Bater to remove the walnut tree for \$600.00. Motion carried**

**NEW BUSINESS:**

**Township Owned Cemeteries:** Supervisor Maier suggested that the Township have a title search done for each of the four cemeteries that the Township has responsibility for. Currently the Township has only a deed copy showing ownership of Clements Cemetery. Much discussion followed on this matter since abandon cemeteries default to the township regardless of ownership. Maier will get pricing for title search to bring back to Board. No action taken

**Creekside Farms Preliminary P.U.D:** Moved by Luick, supported by Laier to give preliminary approval to #2018-004 Application for Creekside Farms P.U.D. Motion carried

**WAVE – Annual Community Promotion-Support for Lima Twp. Residents \$3,000.00:** Moved by Laier, supported by Luick to have the Lima Township Board approve the \$3,000 request from WAVE for Support-to-Township-Residents for the fiscal year 2019-2020. Motion carried

**2018/2019 Budget Line Item Journal Adjustments:**

GL NUMBER	DESCRIPTION	2018/2019 AMENDED BUDGET	BUDGET SPENT 3/31/2019	BUDGET REMAINING	PROPOSED JOURNAL ADJUSTMENT
<b>Dept 265 - BLDG &amp; GRDS</b>					
101-265-727.000	OPERATING SUPPLIES - TWP HALL	298.00	134.73	163.27	
101-265-805.000	CONTRACT SERVICES - TWP HALL	1,000.00	945.75	54.25	
101-265-920.000	UTILITIES - TWP HALL	3,732.00	3,731.25	0.75	
101-265-930.000	REPAIRS\MAINT - TWP HALL	1,970.00	1,964.26	5.74	
101-265-973.000	BLDG RESERVE ACCOUNT - TWP HALL	28,800.00	29,746.15	(946.15)	4,963.21
<b>Total Dept 265 - BLDG &amp; GRDS</b>		<b>35,800.00</b>	<b>36,522.14</b>	<b>(722.14)</b>	
<b>Dept 266 - JACKSON PROPERTY</b>					
101-266-805.000	CONTRACT SERVICES - JACKSON	1,563.87	2,143.66	(579.79)	579.79
101-266-920.000	UTILITIES - JACKSON	201.00	200.36	0.64	
101-266-930.000	REPAIRS/MAINT - JACKSON	500.00	498.00	2.00	
101-266-970.000	ACQUISITION OF FIXED ASSETS	1,070.00	1,064.00	6.00	
<b>Total Dept 266 - JACKSON PROPERTY</b>		<b>3,334.87</b>	<b>3,906.02</b>	<b>(571.15)</b>	
<b>Dept 850 - OTHER FUNCTIONS</b>					
101-850-956.000	MEMBERSHIP\DUES	4,700.00	4,630.10	69.90	
101-850-961.000	MISCELLANEOUS CONTINGENCIES	8,183.00	2,640.00	5,543.00	-5,543.00
101-850-962.000	SERVICES RENDERED TO RESIDENTS	6,500.00	6,000.00	500.00	
<b>Total Dept 850 - OTHER FUNCTIONS</b>		<b>19,383.00</b>	<b>13,270.10</b>	<b>6,112.90</b>	

Moved by Laier, supported by Luick to have the Lima Township Board approve the Budget Adjustments as presented for fiscal year 2018-2019. Motion carried

**Clements Cemetery – Grounds Maintenance Cost Adjustment Increase Request:** Moved by Luick, supported by Laier to approve the increase of \$100 for a total of \$600.00 annually for Clements Cemetery maintenance. Motion carried

**Fee Schedule Amendment Consideration:** Moved by Bater, supported by Laier to accept the amended Fee Schedule dated May 13, 2019. Motion carried

**CONSENT AGENDA:**

ACCOUNTS PAYABLE - \$18,722.14

PAYROLL - \$8,382.60

Moved by Laier, supported by Luick to approve the Lima Township 5/13/2019 Consent Agenda as presented. Motion carried

ACCOUNTS PAYABLE - MAY 13, 2019		Amount
B S & A SOFTWARE	ASSESSING SYSTEM ANNUAL SUPPORT 5/1/19-5/1/20	846.00
BETTY ROBBINS	OFFICE & HALL CLEANING APRIL 2019	156.25
CARLISLE/WORTMAN ASSOC., INC.	1035 FLETCHER REZONING THRU 3/31/2019	212.50
CARLISLE/WORTMAN ASSOC., INC.	COBBLESTONE FARM THRU 3/31/2019	450.00
CARLISLE/WORTMAN ASSOC., INC.	CREEKSIDE FARMS THRU 3/31/2019	170.00
CARLISLE/WORTMAN ASSOC., INC.	GENERAL WORK THRU 3/31/2019	637.50
CARLISLE/WORTMAN ASSOC., INC.	LLOYD BRIDGES TRLAND THRU 3/31/2019	127.50
CARLISLE/WORTMAN ASSOC., INC.	ROMINE BUSINESS THRU 3/31/2019	382.50
CARLISLE/WORTMAN ASSOC., INC.	L. BR. TRAVELAND THRU 3/31/2019	50.00
CARLISLE/WORTMAN ASSOC., INC.	WOLF REZONING THRU 3/31/2019	85.00
CHELSEA AREA CONSTRUCTION AGENCY	MAY OFFICE LEASE	1,046.45
CHELSEA SENIOR CENTER	2019/2020 SERVICES RENDERED TO LIMA TOWNSHIP RESIDENTS	3,000.00
COMCAST	8529 10 221 0105382 INTERNET & CABLE TV	178.17
CRAIG MAIER	POSTAGE REIMB.	55.00
DAVID SNYDER	APRIL (2) MOWINGS - PORTER CEMETERY	200.00
DENNIS TRINKLE	SEED & PLANT - JACKSON PROPERTY	1,047.77
DIRECT OFFICE BUYS	PRINTER INK, FOLDERS, FLASH DR, LG ENVL	149.57
DTE ENERGY	9100 105 6532 3 ELEC - TWP HALL	51.82
IVS COMM	APR 2018 OFFICE PHONES #7344752246	87.50
MENARDS - ANN ARBOR	ACCT#33220257 MAINTENANCE SUPPLIES	32.77
MERS	CUSTOMER#811201 EMP RETIRE PLAN	1,107.06
MICHAEL J. KEHOE, P.C.	CLAPPERTON APRIL, 2019	275.00
MICHAEL J. KEHOE, P.C.	CLAPPERTON MATTER APRIL, 2019	50.00
MIDWESTERN CONSULTING LLC	LIMA TWP. HALL NEW BLDG 3/22/19-4/26/19	1,502.50
NANETTE HAVENS	TREASURER OFFICE SUPPLIES	322.82
PLANNING AND ZONING NEWS	14 ISSUES PLANNING & ZONING NEWS	370.00
PRINTING SYSTEMS, INC.	QVF ID, MC, AV ENVEL, VOTER STICKERS	225.04
RENIUS & RENIUS	ASSESSOR SERVICES APR, 2019	2,454.79
THE SUN TIMES	PUB. NOTICE B.O.R. 2/13/19	107.33
THE SUN TIMES	PUB. NOTICE B.O.R. 2/27/19	107.33
THE SUN TIMES	PUB NOTICE BOR OF TRUST.MIN 3/11/19	126.00
THE SUN TIMES	PUB NOTICE BOR OF TRUST.MIN 4/8/19	73.50
UNITED STATES TREASURY (Non-Check)	2ND QTR MAY 2019 941 EMP. WITHHOLDING DEPOSIT REQUIRE.	2,194.10
VERIZON	642097789-01 TWP.HALL BROADBAND 04/29/19 - 5/28/19	40.84
WOLVERINE MOORE GLASS, INC	REGLAZE & INSTALL 6 WINDOWS - TWP. HALL	799.53
<b>Total</b>		<b>\$ 18,722.14</b>

Payroll May 13, 2019	Ck#	Gross	Federal Tax	Social Security	Medicare	State Tax	MERS	Net Pay
Elaine L. Bater	1370	2,547.75	144.00	157.96	36.94	72.00	127.39	2,009.46
Thomas E. Caplis	1371	920.13	-	57.05	13.34	8.00	-	841.74
Nanette L. Havens	1372	2,547.75	-	157.96	36.94	9.00	127.39	2,216.46
Else Heller	1373	1,053.15	68.00	65.30	15.27	43.00	52.66	808.92
Donald A. Laier	1374	292.83	-	18.16	4.25	-	14.64	255.78
Duane D. Luick	1375	292.83	-	18.16	4.25	-	14.64	255.78
Craig A. Maier	1376	2,547.75	144.00	157.96	36.94	87.00	127.39	1,994.46
Total		10,202.19	356.00	632.55	147.93	219.00	464.11	8,382.60

CORRESPONDENCE: None

## REPORTS:

**Zoning Report:** Written report provided for April, 2019 - Tom Caplis, absent

Compliance Permits: 8

- 813 Pinecrest Dr. New Home
- 12010 Jackson Rd. Pole Barn
- 8825 Trinkle Rd. Sun Room & Deck
- 1833 N. Parker Rd. Solar Array
- 1855 N. Parker Rd. Solar Array
- 8332 Redwood Trail Deck
- 8688 Magnolia Way Fence
- 12001 Jackson Rd. Fence

Enforcement (Violation Written or Investigated): 4

- Sign complaint at Jim's Amish Structures. Issue corrected.
- Inspect site at 10860 Jackson Road for outside storage violation. Work in progress. Owner aware of storage requirements.
- Inspect temporary house installation at 8825 Trinkle Rd.
- Pick up illegal signs at N. Fletcher and I-94. Also at Parker and Trinkle Rd.

**Chelsea Area Construction Agency (CAC):** Greg McKenzie - Absent

- Approved Minutes from March & April, 2019 Board meetings included in packets.
- Lawsuit was dismissed
- Marijuana Facilities disclosures issues – Inspectors will be having training on subject

**Capital Improvements:** Ed GreenLeaf

- The size for the new Township hall has been determined to be approximately 5,000 square feet for the current staff needs to be met.

**CAPT/DART:** Ed GreenLeaf

- Continuing on with Transportation meetings.
- Wanting to include additional outer communities such as Manchester, Freedom Township, Webster Township

**Cemeteries:** Ed GreenLeaf

- There are still burial lots available at Clements Cemetery. Township does not have the records.

**SEMCOG:** Duane Luick

- No report

**Chelsea District Library:** Elizabeth Sensoli

- Fairy Garden for small children on side of Library.
- Book Clubs are available
- Virtual reality equipment is available for trying at Library
- Music in the Air, 6/8/2019 – 2:00 PM outdoor concert.

**Planning Commission:** Nanette Havens

- Creekside Farms was recommended to be forwarded to the Board for Preliminary Approval.
- Ann Arbor Electric – Preliminary Site Plan Building Expansion on Luick Dr. – must address Planner's conditions.
- Cobblestone Farm – S.U.P. Commercial horse stable was adopted with conditions. Passed 4 to 2.
- Planning Commission Meeting is scheduled a week early for May 20, 2019 due to Memorial Day.
- On May Agenda for discussion is Cobblestone Farms (site plan review) Ann Arbor Electric and 58 S. Steinbach (S.U.P)

**Western Washtenaw Recycling Authority (WWRA):** Nanette Havens

- Robot arm-truck was demoed in-town to pick-up curbside bins. It was more efficient and saved time, however it only picked up what was in the bins. If a grant was received an arm truck might be considered.
- The Chelsea Clean-up day is 5/18/19 at the Chelsea High School from 9-1 PM.
- Prices are down, tin is up \$20, cardboard is down \$5, material is down so revenues are also down from last year.
- Two applications have been received for the Education Out-Reach position posted.

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

- Meeting cancelled due to lack of internet access

**Clerk's Report:** Elaine Bater

- New website was launched. Less changes will be made other than information updates.
- Website training sometime this week or next week.
- Election will be held in August

- New proposal 3 (Voting/Election) discussion with Washtenaw County and all Clerks on Wednesday.
- Treasurer and Clerk preparing for annual audit.

**CAFA Report:** Craig Maier

- Engine 6-1 is back after repairs and painting, and should be back in service in a couple of weeks.
- Next meeting is Tuesday, May 21, 2019, Chelsea City Council Chambers, 9:00 a.m.

**Supervisor's Reports:** Craig Maier

- Meeting with DTE on Wednesday for a proposed gas main extension for Township on N. Lima Ctr. Road. This extension could come at no charge if four resident also use the gas main extension.
- Bateson litigation \$14,000 - \$15,000 check should be coming. Also gave Township Attorney permission to move on a settlement if the Township backs out of all current court issues for a lump sum amount.

**PUBLIC COMMENT:** Elizabeth Sensoli questioned if the Chelsea District Library had put in renewal language for the August election.

**ADJOURNMENT:** Moved by Laier, seconded by Havens to adjourn at 8:25 PM. Motion carried

Respectfully Submitted

*Elaine Bater*

Elaine Bater, Township Clerk