

LIMA TOWNSHIP BOARD OF TRUSTEES
Lima Township Hall
Regular Meeting Minutes
October 14, 2019

CALL TO ORDER:

7:00 PM by Craig Maier

Pledge of Allegiance

Board members present: Maier, Bater, Havens, and Luick. **Board members absent:** Trustee Laier

AGENDA APPROVAL:

Trustee Luick moved/seconded by Treasurer Havens: Motion to approve the Agenda as presented Motion passed

MINUTES APPROVAL:

Trustee Luick moved/seconded by Treasurer Havens: Motion to approve the Regular Meeting minutes of September 9, 2019 as presented. Motion passed

PUBLIC COMMENT: Elizabeth Sensoli asked a question regarding the past Reddeman Farms property. A question was asked concerning the large barn being built in Lodi Township.

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

TREASURER'S REPORT	September 30, 2019
Beginning Balance CSB	\$ 70,515.29
Deposits	75,886.30
Payroll - September	(10,692.31)
Accounts Payable - September	(105,418.79)
CSB Checking Balance (.1% int.)	30,290.49
Non-Maturing CD's	657,484.61
Total CSB Checking & CD's	687,775.10
CSB Money Market	281,847.89
Monthly Interest (.25%)	57.91
Total CSB Money Market	281,905.80
Flagstar/Thornton Farms	254,192.36
Thornton Farms - Monthly Interest (.25%)	62.68
Total Flagstar Checking	254,255.04
Funds Available	969,680.90
Total Funds	\$ 1,223,935.94

OLD BUSINESS:

Up-date on N. Lima Township Hall:

There was a status update of the architectural bid proposal. The consensus was that a Request for Proposals (RFP) rather than sealed bids was better suited for the professional services needed by the township. Including the professional engineering services within the same RFP was also discussed. The board took no formal action.

NEW BUSINESS:

Honoring the Service of Judge Richard E. Conlin - Resolution #2019-10

Offered by Bater, seconded by Luick

Whereas Judge Richard E. Conlin was appointed to the 14A District Court Bench by Governor John Engler in 1995, and he has served as Chief Judge of the 14A District Courts.

Whereas Judge Conlin has presided at the Chelsea District Court in Washtenaw County, hearing and deciding cases arising in our community.

Whereas Judge Conlin is a long serving member of the Michigan State Bar, as well as the Florida Bar, and has served as a member of the Representative Assembly of the State Bar of Michigan and a member of the Litigation, Probate, Family Law and Real Estate Sections of the State Bar. Born in Ann Arbor, Michigan, to late Honorable Judge John W. Conlin and Catherine Conlin, Judge Richard E. Conlin earned a Bachelor of Arts degree from the University of Notre Dame in 1967 and his Juris Doctor degree from Detroit College of Law in 1975.

Whereas Judge Conlin served in the United States Marines, 1st Marine Division, where he was awarded a Combat Action Ribbon during the Vietnam War.

Whereas Judge Conlin prior to his appointment to the Bench practiced law with the firm of Conlin, McKenney and Philbrick including services to the Catholic Diocese of Lansing in several matters.

Whereas Judge Conlin announced his retirement from the Bench effective October 1, 2019.

Whereas this body deems it appropriate to publically recognize his 25 years' service to this community and its residents and we extend to him and his wife, Jean, our best wishes in retirement and an opportunity free from the cares of office to enjoy their 17 grandchildren.

Now, therefore, be it Resolved, that the Township of Lima honors the service and legacy of Judge Richard E. Conlin to our community.

Be it Further Resolved that a certified copy of this Resolution shall be presented to the Honorable Richard E. Conlin.

Roll call vote: Ayes: Luick, Bater, Havens, Maier Naves: None Absent: Laier

Resolution declared adopted

Private Road Application #2019-PR001 – Philip and Susan King, 10886 W. Hershey Lane – Postponed

F.O.I.A. Procedures & Guidelines and Forms Policy Approval – Resolution #2019-11

Offered by Luick, seconded by Bater

Whereas Resolution #2009-04 a resolution to establish procedures and guidelines for Freedom of Information Act cost recovery was adopted on May 11, 2009,

Whereas since that date changes have been made to the Michigan Freedom of Information Act, Public Act 442 of 1976, MCL 15.231, *et seq.*,

Whereas section 4, subsection (4) of the Freedom of Information Act (hereinafter "FOIA"), being MCL 15.234, provides in part that A public body shall establish procedures and guidelines to implement this act and shall create a written public summary, and

Whereas the Michigan Township Association (hereinafter "MTA") provides sample FOIA procedures and guidelines, and forms which are all suitable for modification and use by member townships,

Now Therefore Be It Resolved that the Lima Township Board of Trustees adopt the current MTA sample FOIA written public summary, procedures and guidelines, public record inspection procedure, request for public records form, updated itemized fee/cost form, notice to extend response time form, notice of denial form, and appeal of excess fees form and modify them to use as the official FOIA township forms.

Be It Further Resolved that if MTA revises any part of their samples based on changes to the FOIA - Lima Township will also revise all language and forms accordingly.

Roll call vote: Ayes: Bater, Luick, Havens, Maier Naves: None Absent: Laier

Resolution declared adopted

Chelsea Area Fire Authority – Articles of Incorporation Approval – Resolution #2019-12

Offered by Bater, seconded by Luick

Whereas Lima Township is currently part of the Chelsea Area Fire Authority (hereinafter "Authority") as an incorporated municipality for the purpose of emergency services,

Whereas Articles of Incorporation of the Chelsea Area Fire Authority were initially adopted for the purpose of creating, establishing and incorporating an Authority under and pursuant to the provisions of the Emergency Services to Municipalities Act, 1988 PA 57,

Whereas Articles of Incorporation (hereinafter "Articles") may be amended as necessary to keep them accurate and current, and

Whereas the effective date of these restated Articles will be when all municipalities of the Authority have adopted the amended Articles.

Now Therefore Be It Resolved that the Lima Township Board of Trustees adopt the Restated Articles of Incorporation of the Chelsea Area Fire Authority.

Roll call vote: Ayes: Bater, Luick, Havens, Maier Naves: None Absent: Laier

Resolution declared adopted

CONSENT AGENDA:

ACCOUNTS PAYABLE: \$30,840.70

PAYROLL: \$8,646.53

Moved by Luick, supported by Havens to approve the Lima Township 10/14/19 Consent Agenda as presented.**Motion passed.**

ACCOUNTS PAYABLE - October 14, 2019		Amount
AARON'S NUISANCE ANIMAL CONTROL	INSPECTION FEE BAT EVICTION JACKSON ROAD RENTAL HOUSE	185.00
BETTY ROBBINS	OFFICE CLEANING SEPT., 2019	79.25
CARLISLE/WORTMAN ASSOC., INC.	CREEKSIDE FARMS PUB THRU 8/31/2019	170.00
CARLISLE/WORTMAN ASSOC., INC.	GENERAL CONSULTING THRU 8/31/2019	1,217.50
CARLISLE/WORTMAN ASSOC., INC.	WOLF REZONING THRU 8/31/2019	780.00
CHELSEA AREA CONSTRUCTION AGENCY	OCT OFFICE LEASE	1,046.45
COMCAST BUSINESS	8529 10 221 0105382 INTERNET & CABLE TV	178.18
CRAIG MAIER	POSTAGE REIMB.AV BALLOTS	210.00
DAVID SNYDER	SEPT (4) MOWINGS - PORTER CEMETERY	400.00
DTE ENERGY	9100 105 6532 3 ELEC - TWP HALL	95.09
ELAINE BATER	SITE PLAN FILE, COPY PAPER	285.33
IVS COMM	SEPT 2019 OFFICE PHONES #7344752246	87.50
MERS - WEBPMT0000092946	INVOICE 98700-2, 9/2019 EMPLOY. RETIREMENT	1,097.84
MICHAEL J. KEHOE, P.C.	CLAPPERTON MATTER SEPT 2019	175.00
NANETTE HAVENS	TAX BILLING SUPPLIES	132.94
RENIUS & RENIUS	ASSESSOR SERVICES SEPT, 2019	2,454.79
SONS & DAUGHTERS, INC.	MOWINGS HALL (4) LIMA CEMETERY (2)	700.00
STATE OF MICHIGAN	#382165631 SUW MONTHLY/QUARTERLY 3RD QTR WITHHOLDING	664.00
THE SUN TIMES	PUB NOTICE REG BD MTG 9/9/2019	88.00
UNITED STATES TREASURY - WEBPYMT 10/11/19	3RD QTR SEPT, 2019 941 EMP WITHHOLDING DEP. REQUIREMENT	1,031.80
VERIZON	642097789-01 TWP.HALL BROADBAND 09/29/19-10/28/19	40.84
WASHTENAW COUNTY TREASURER	TREASURER'S ASSOCIATION DUES	10.00
WASHTENAW CTY ROAD COMMISSION	2019 FINAL ROAD PROJ. SEASON BILLING	19,711.28
Total		\$30,840.79

Payroll 10/14/2019	Gross	Federal Tax	Social Security	Medicare	State Tax	MERS	NET PAY
Elaine L. Bater	2,547.75	144.00	-	36.94	72.00	127.39	2,167.42
Thomas E. Caplis	270.63	-	16.78	3.92	-	-	249.93
Nanette L. Havens	2,547.75	-	-	36.94	9.00	127.39	2,374.42
Else Heller	1,053.15	68.00	-	15.27	43.00	52.66	874.22
Donald A. Laier	292.83	-	-	4.25	-	14.64	273.94
Duane D. Luick	292.83	-	-	4.25	-	14.64	273.94
Craig A. Maier	2,547.75	144.00	-	36.94	87.00	127.39	2,152.42
Tanya R. Strong	303.45	-	18.81	4.40	-	-	280.24
Total	9,856.14	356.00	35.59	142.91	211.00	464.11	8,646.53

CORRESPONDENCE: Transportation Forum with Donna Lasinski - Chelsea Senior Ctr. on 10/19/19, 10 – noon.**REPORTS:****Zoning Report:** Written report provided for September 2019 - Tom Caplis

- Compliance Permits: 3
 - 2729 Dancer Rd. Deck
 - 8225 Cypress Way Deck
 - 1090 Trinkle Rd. Pole Barn
- (Violation Written or Investigated): 1
 - Pond dug at 13963 McKinley Road without D.E.Q permit. The D.E.Q compliance was verified.

Area Construction Agency (CACA): Greg McKenzie

- Sharon Township is officially no longer a part of CACA as of September 2019. All permits are being closed out.
- New Articles of Corporation will need to be approved by all remaining members.
- Christine Linfield has retired from the City of Chelsea, and the new representative is Julia Upfal.
- Establishing procedures to follow if CACA were to disband, i.e., distribution of assets.
- Each entity must adopt a policy that requires each to have independent inspections for its building projects.
- In November no meeting is scheduled

Capital Improvements: Ed Greenleaf – Absent

CAP/DART: Ed Greenleaf – Absent

Cemeteries: Ed Greenleaf – Absent

SEMCOG: Duane Luick

- No report - Plan to attend the MTA workshop in Chelsea on 10/16/2019.

District Library: Elizabeth Sensoli

- CDL hosted “Speed Dating” with community leaders 10/6/2019
- Dinosaur Petting Zoo 10/21/2019 in the McKune room.
- Virtual Reality – try out equipment at CDL, appointments required
- Not-to-Scary-Story-Book Trail at the Baker Woods Preserve. 4:30-6:30 10/28/2019

Planning Commission: Nanette Havens

- Wolf development rezoning – traffic and density concerns by residents were the most frequent comment.
- The developer was sent back to redesign
- Planning Commission took no action.

Western Washtenaw Recycling Authority (WWRA): Nanette Havens

- Material volume down 564 tons, revenue down \$49,500, costs down \$71,000 - all from the same period last year.
- Over-time is down, and there is cost-saving with repairs done in-house.

Area Value Express (WAVE): Arlene Bareis – Absent

Clerk Report: Elaine Bater

- Received the reimbursement check from the State of Michigan for the August Special Election for \$2,632.57
- Four hundred seventy-five absentee applications sent out, and 273 returned for the 11/5/2019 Special School Election.
- Two hundred seventy-three ballots mailed 9/30/2019, and 124 Ballots have already returned.
- Security is very high for this election, i.e., changing passwords and codes – practicing for next years’ elections.
- Next years’ absentee envelopes will be changing in size and color. Lima may wait and use up the present inventory.

Broad Band Task Force: Craig Maier

- Next meeting is 10/17/19, 8:00 AM. CDL
- The task force will review and adopt questionnaire that will go out to households along with the winter tax invoices
- Starting in January, meetings will drop to once each month.

CAFA Report: Craig Maier

- The next meeting is Tuesday, October 15, 2019, Chelsea City Council Chambers, 9:00 AM.
- Attended the fire station open house on 10/13/19 which had an excellent turnout

Supervisor’s Reports: Craig Maier

- Attended “Speed Dating” at CDL on 10/6/19, and was asked to look at some road projects
- Zoning Administrator, Clerk, and Supervisor are compiling a Township Private Road list. - 38+ so far. Anticipating that all roads will need inspecting and some will not meet the minimum standard of the Private Road Ordinance.

PUBLIC COMMENT: Patty McCarthy commented on the CAFA Fire Station #2 lease. Elizabeth Sensoli asked about closed township bridges and Wolf Development traffic issues. Duane Luick speculated on the possible costs of borrowing funds to build a new township hall.

ADJOURNMENT: Moved by Luick, seconded by Havens to adjourn at 8:43 PM. Motion passed

Respectfully Submitted

Elaine Bater

Elaine Bater, Township Clerk