

MEMBERS PRESENT: BALDWIN, REYNOLDS, CRAWFORD, BRADLEY, KISH AND KELLY

MEMBERS ABSENT: BRUCKNER

ALSO PRESENT: PAT SMITH, FIRE CHIEF  
 GREG RANDALL, DEPARTMENT OF PUBLIC WORKS  
 BILL SHAGENA, ORDINANCE ENFORCEMENT OFFICER & LISA SHAGENA, ASSISTANT ASSESSOR  
 ROB BENNATTS, FIRE DEPARTMENT

Motion by Kelly, seconded by Reynolds, to approve the Minutes of the REGULAR MEETING of January 15<sup>th</sup>, 2014, as printed and posted. Vote, Unanimous. MOTION PASSED.

CITIZENS WISHING TO ADDRESS THE BOARD: \* NONE

APPROVAL OF AGENDA:

Motion by Kelly, seconded by Reynolds, to approve the Agenda, as printed and posted. Vote, Unanimous. MOTION PASSED.

TREASURER'S REPORT:

GENERAL FUND	\$	<u>1,103,430.22</u>
UTILITY RECEIVING FUND	\$	<u>1,665,191.89</u>
CEMETERY FUND	\$	<u>10,665.46</u>
FIRE DEPARTMENT FUND	\$	<u>262,477.17</u>
BUILDING DEPARTMENT FUND	\$	<u>25,692.58</u>
POLICE PROTECTION FUND	\$	<u>496,521.69</u>
TRASH FUND / RECYCLING	\$	<u>198,110.87</u>
TOTAL	\$	<u>3,762,089.88</u>
MISCELLANEOUS PROJECTS	\$	<u>2,994,620.80</u>
GENERAL INVESTMENTS	\$	<u>2,201,824.46</u>
UTILITY RECEIVING INVESTMENTS	\$	<u>171,898.26</u>
UTILITY BOND INVESTMENTS	\$	<u>42,755.29</u>
GRAND TOTAL	\$	<u>9,173,188.69</u>

Motion by Baldwin, seconded by Kish, to receive the Treasurer's Report, as given. Roll Call Vote, 6/0. MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 9,173,188.69.

BILLS PRESENTED FOR APPROVAL:

GENERAL FUND	\$	<u>89,426.63</u>
UTILITY RECEIVING FUND	\$	<u>16,828.52</u>
CEMETERY FUND	\$	<u>0.00</u>
FIRE DEPARTMENT FUND	\$	<u>2,537.86</u>
BUILDING DEPARTMENT FUND	\$	<u>0.00</u>
POLICE PROTECTION FUND	\$	<u>0.00</u>
TRASH FUND	\$	<u>0.00</u>
TOTAL	\$	<u>108,793.01</u>
MISCELLANEOUS PROJECTS (UTIL MAINT. & IMP.)	\$	<u>12,701.07</u>
GRAND TOTAL	\$	<u>121,494.08</u>

Motion by Bradley, seconded by Reynolds, to pay bills, as presented. Roll Call Vote, 6/0. MOTION PASSED. BILLS APPROVED IN THE AMOUNT OF \$ 121,494.08.

\* According to Section 6 of the Charter Township of Fort Gratiot By-Laws adopted 02/20/2003.

**CORRESPONDENCE:**

1. MTA's Official Notice of Annual Meeting, January 28-31, 2014 at the Grand Traverse Resort.
2. COMCAST's notification of changes to channel line-up, effective January 9, 2014 & January 29, 2014.
3. Minutes of the 2013 Annual St. Clair County Chapter MTA Meeting.
4. St. Clair County Chapter of MTA 2014 inner Meeting, to be held at Fore Lakes Banquet Center on February 7, 2014, at 6:00 p.m. (Cost - \$30.00/person & reservations required).

Motion by Bradley, seconded by Baldwin, to accept report(s) and correspondence, as given. Vote, Unanimous.  
**MOTION PASSED.**

**PUBLIC HEARING(S):** NONE

**UNFINISHED BUSINESS:** NONE

**NEW BUSINESS:**

1. Motion by Crawford, seconded by Reynolds, to approve the *Application Fee for Certification* Renewal for Elizabeth (Liz) Wright, Permit Technician/Building Department Clerk, in the amount of \$60.00 to the International Code Council. Roll Call Vote, 6/0. **MOTION PASSED.**
2. Motion by Crawford seconded by Kelly, to approve the promotion of Gregory Randall, to the position of DPW Superintendent (S2 Certified), at a pay rate of \$ 55,000 salary, effective February 9<sup>th</sup>, 2014; Performance Review within one year.

POINTS OF DISCUSSION: \* Mr. Randall has been employed full time with the DPW since 02/07/2002; and obtained his S2 Certification in January, 2014.

Roll Call Vote, 6/0. **MOTION PASSED.**

3. Motion by Bradley, seconded by Kish, to change the pay cycle for the Township Fire Department from a one (1) Month pay cycle to a bi-weekly pay cycle. Roll Call Vote, 6/0. **MOTION PASSED.**
4. Motion by Bradley, seconded by Kelly, to adopt the *Policy Resolution for Time Sheets (Policy #6)*, as presented.

POINTS OF DISCUSSION: \* Paid-On-Call Fire Fighters access to computer

Roll Call Vote, 6/0. **MOTION PASSED.**

5. Motion by Bradley, seconded by Baldwin, to approve the BS&A Software Proposal for On-Site Utility Billing Training, at a cost of \$1,070.00 for up to six (6) people. Roll Call Vote, 6/0. **MOTION PASSED.**
6. Motion by Kish, seconded by Kelly, to approve sending Jorja Baldwin, Mellissa Hayduk and Susan Alderman to the *Board of Review Overview* and *Communicating Through Conflict* Workshops in Clinton Township on February 14, 2014, at a cost of \$10.00 per person, plus mileage. Roll Call Vote, 6/0. **MOTION PASSED.**
7. Motion by Kish, seconded by Reynolds, to approve promoting Rob Bennatts and Brian Pedue to Full Member status with the Fort Gratiot Fire Department, effective immediately.

POINTS OF DISCUSSION: \* Both have completed six (6) months Probationary Period and have passed the "Probationary Evaluation".

\* Pay increase to \$15.00 per call as a Full Member; was \$7.50 as Probationary Member

Roll Call Vote, 6/0. **MOTION PASSED.**

CITIZENS WISHING TO ADDRESS THE BOARD: NONE

BOARD DISCUSSION:

- Texas Roadhouse not coming.
- MTA Conference:
  - Affordable Care Act (ACA)
  - Competitive Bidding Policy's
- General Contractor's Pre-Qualification Packages
  - Meeting on February 27<sup>th</sup>, 2014 at 11:00 a.m. for any Local Contractors and Suppliers to meet with the General Contractors that meet pre-qualification requirements.
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Motion by Kish, seconded by Kelly, to adjourn. Time, 7:40 o'clock p.m. Vote, Unanimous. MOTION PASSED.  
MEETING ADJOURNED.



ROBERT C. CRAWFORD, CLERK  
CHARTER TOWNSHIP OF FORT GRATIOT

RCC/JB/vo

JORJA BALDWIN, SUPERVISOR  
CHARTER TOWNSHIP OF FORT GRATIOT