

MEMBERS PRESENT: BALDWIN, REYNOLDS, CRAWFORD, BRADLEY, KISH, BRUCKNER AND KELLY
 MEMBERS ABSENT: NONE
 ALSO PRESENT: PAT SMITH, FIRE CHIEF
 FRED FULLER AND BILL ANGLEBRANDT, HURON CONSULTANTS

Motion by Reynolds, seconded by Bruckner, to approve the Minutes of the **REGULAR MEETING** of February 20th, 2013; and the **SPECIAL MEETING** of February 21st, 2013, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

CITIZENS WISHING TO ADDRESS THE BOARD: * NONE

APPROVAL OF AGENDA:

Motion by Crawford, seconded by Bradley, to approve the Agenda, with the addition of NEW BUSINESS, Item #6, Personnel Committee's recommendation for Part-Time Receptionist; and NEW BUSINESS, Item #7, Placing two vehicles up for sale. Vote, Unanimous. **MOTION PASSED.**

TREASURER'S REPORT:

GENERAL FUND	\$	1,219,610.37
UTILITY RECEIVING FUND	\$	1,548,221.18
CEMETERY FUND	\$	13,402.05
FIRE DEPARTMENT FUND	\$	169,452.13
BUILDING DEPARTMENT FUND	\$	34,464.03
POLICE PROTECTION FUND	\$	747,147.73
TRASH FUND	\$	78,394.87
TOTAL	\$	3,810,692.36
MISCELLANEOUS PROJECTS	\$	2,941,798.95
GENERAL INVESTMENTS	\$	2,303,374.35
UTILITY RECEIVING INVESTMENTS	\$	171,581.15
UTILITY BOND INVESTMENTS	\$	42,734.64
GRAND TOTAL	\$	9,270,181.45

Motion by Baldwin, seconded by Kelly, to receive the Treasurer's Report, as given. Roll Call Vote, 7/0. **MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 9,270,181.45.**

BILLS PRESENTED FOR APPROVAL:

GENERAL FUND	\$	42,513.96
UTILITY RECEIVING FUND	\$	9,713.27
CEMETERY FUND	\$	45.94
FIRE DEPARTMENT FUND	\$	2,932.58
BUILDING DEPARTMENT FUND	\$	0.00
POLICE PROTECTION FUND	\$	54,319.76
TRASH FUND	\$	0.00
TOTAL	\$	109,525.51
MISCELLANEOUS PROJECTS (KRAFFT RD SEWER BOND DEBT)	\$	11,225.00
GRAND TOTAL	\$	120,750.51

Motion by Reynolds, seconded by Baldwin, to pay bills, as presented. Roll Call Vote, 7/0. **MOTION PASSED. BILLS APPROVED IN THE AMOUNT OF \$ 120,750.51.**

CORRESPONDENCE:

1. St. Clair County's Northeastern Watersheds Advisory Group Draft Meeting Minutes of February 22nd, 2013.
2. St. Clair County Board of Road Commissioners and Board of Public Works Minutes of February 5, 2013.

Motion by Baldwin, seconded by Bradley, to accept correspondence, as given. Vote, Unanimous. **MOTION PASSED.**

PUBLIC HEARING(S): NONE

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1. PRESENTATION BY FRED FULLER, HURON CONSULTANTS, REGARDING FORT GRATIOT'S MS4 STORM WATER PERMIT
2. REQUEST TO APPROVE EXPENDING UP TO \$13,000.00 FOR A NEW BRUSH HOG/TRI-DECK FINISH MOWER FOR THE SUNSET MEMORIAL GARDENS CEMETERY, FROM RICHMOND NEW HOLLAND, OF RICHMOND, UTILIZING THE NATIONAL GOVERNMENT BUYING DISCOUNT PROGRAM APPROVED ON 02/20/2013:

POINTS OF DISCUSSION: * Model # TD1100 Tri-Deck Finish Mower with 11' Cutting Width and Underside Roller Kit. Includes 13" x 3" Anti-Scalp Rollers for each deck.
* Amendment to request: Expend up to \$9,559.00; and trade in the old mower for a value of \$3,100.00
* This is a budgeted item

Motion by Kish, seconded by Reynolds, to approve expending up to \$9,559.00, from the Cemetery Capital Outlay Fund; and trade in the old mower for a value of \$3,100.00, for a new Brush Hog/Tri-Deck Finish Mower for the Sunset Memorial Gardens Cemetery, from Richmond New Holland, of Richmond, utilizing the National Government Buying Discount Program. Roll Call Vote, 7/0. **MOTION PASSED.**

3. POLICY RESOLUTION FOR USE OF TOWNSHIP CREDIT CARD:

POINTS OF DISCUSSION: * Only change made was Item B(1), increasing the Purchase of Capital Outlays to \$2,500.00 from \$1,000.00.

Motion by Kish, seconded by Reynolds, to approve the Charter Township of Fort Gratiot Policy Resolution for Use of Credit Card. Roll Call Vote, 7/0. **MOTION PASSED.**

4. AUTHORIZATION TO EXPEND FUNDS FOR THE PURCHASE OF FIVE (5) TABLETS AND ACCESSORIES, TO BE USED BY THE BOARD OF TRUSTEE'S:

POINTS OF DISCUSSION: * Eliminate delivery of packets and redundancy of paper use
* Wi-Fi access; Internet service will not be provided
* Paper packets will be provided during the transition; any Board Member not wanting to utilize the tablet would be required to pick their packet up at the office
* Members discussed who wanted a tablet; one Trustee opted to pick up packet at office

Motion by Bradley, seconded by Reynolds, authorize expending up to \$ 2,000.00 for the purchase of Four (4) Tablets and Accessories, for use by the Charter Township of Fort Gratiot Board of Trustee's. Roll Call Vote, 6/1, Kelly voting no. **MOTION PASSED.**

5. LETTER OF AUTHORIZATION #01, TO PERFORM ENGINEERING ASSIGNMENT - FOR BMJ ENGINEER'S AND SURVEYORS, INC. TO PERFORM UPDATES ON FORT GRATIOT PUMP STATION NO. 13, LOCATED AT GOLF HARBOR APARTMENTS, 3501 NORTH RIVER ROAD, AT AN ESTIMATED FEE OF \$19,000.00:

POINTS OF DISCUSSION: * This was an issue discussed at budget time; this is a confined space station and was not included in the Lift Station Improvements previously approved
* Cost covers design, bidding process and construction inspections; does not include construction
* Cost of construction will come from Utility & Maintenance

Motion by Bruckner, seconded by Kelly, to direct the Township Clerk to sign the Letter of Authorization #01 to Perform Engineering Assignment, authorizing BMJ Engineers and Surveyors, Inc., to perform Updates on Fort Gratiot Pump Station #13, located at the Golf Harbor Apartments, 3501 North River Road, at an estimated fee of \$19,000.00. Roll Call Vote, 7/0. **MOTION PASSED.**

NEW BUSINESS, CONTINUED:

6. PERSONNEL COMMITTEE'S RECOMMENDATION TO HIRE LISA SKOTCHER FOR THE PART-TIME POSITION OF RECEPTIONIST, AT A PAY RATE OF \$10.00 PER HOUR, FROM 9:00 A.M. UNTIL 2:00 P.M., MONDAY THROUGH FRIDAY, EFFECTIVE UPON HER ACCEPTANCE OF THE POSITION:

POINTS OF DISCUSSION: * Total of six (6) Applicants interviewed on Monday (03/04/2013);
2nd Interviews of three (3) of the previous Applicants were completed this afternoon 03/06/2013)

Motion by Bradley, seconded by Kelly, to accept the Personnel Committee's recommendation to hire Lisa Skotcher for the position of Part-Time Receptionist, at a pay rate of \$10.00 per hour, from 9:00 a.m. until 2:00 p.m., Monday through Friday, effective immediately upon her acceptance of the position. Roll Call Vote, 7/0.
MOTION PASSED.

7. REQUEST TO PUT THE FOLLOWING VEHICLES UP FOR SALE TO THE HIGHEST BIDDER:

- * 2001 DPW FORD WORK VAN; AND
- * 1999 FORD CROWN VICTORIAN

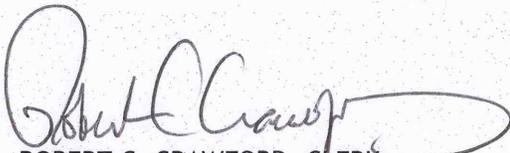
POINTS OF DISCUSSION: * Blue Book Value of the Crown Victorian is \$ 3,919 - \$ 4,700; it has 51,657 miles
* Repairs are being done on the Crown Victorian
* Sealed bids will be received and both vehicles will be sold "As Is"

Motion by Kish, seconded by Bruckner, to approve putting the 2001 DPW Ford Work Van and the 1991 Ford Crown Victorian up for sale to the highest bidder. Roll Call Vote, 7/0. **MOTION PASSED.**

BOARD DISCUSSION:

- Floor Covering samples shown to Board Members for the Pointe Community Center
- Backhoe for DPW
- Letter, received from Michael Reeves, City of Port Huron's Director of Public Safety, thanking Fire Chief, Pat Smith, for his participation in the selection of Chief of Operations for the City of Port Huron Fire Department
- Thank You Letter received, from Mr. & Mrs. Sheline, for the Fort Gratiot Township Newsletter and it's easy to read format
- Annual Road Trip with St. Clair County Road Commission to review Township Roads on March 27th, 2013 at 9:00 a.m.
- Township Drain Assessments
- Water Tower's Radio Transmitter
- Township Office closing from 2:00 p.m. thru 3:00 p.m. on Friday, March 8th, 2013 for a staff meeting
- Update of 3700 Keewahdin Road property

Motion by Kish, seconded by Bradley, to adjourn. Time, 8:22 o'clock p.m. Vote, Unanimous. **MOTION PASSED.**
MEETING ADJOURNED.


ROBERT C. CRAWFORD, CLERK
CHARTER TOWNSHIP OF FORT GRATIOT

JORJA BALDWIN, SUPERVISOR
CHARTER TOWNSHIP OF FORT GRATIOT