

MEMBERS PRESENT: REYNOLDS, CRAWFORD, BRADLEY, KISH AND BRUCKNER
 MEMBERS ABSENT: BALDWIN, BRUCKNER AND KELLY
 ALSO PRESENT: PAT SMITH, FIRE CHIEF
 BILL SHAGENA, ORDINANCE ENFORCEMENT OFFICER AND LISA SHAGENA, ASSISTANT ASSESSOR

Motion by Reynolds, seconded by Kish, to appoint Clerk Crawford as acting Chairperson in the absence of Supervisor Baldwin. Vote, Unanimous. **MOTION PASSED.**

Motion by Bradley, seconded by Reynolds, to approve the Minutes of the **SPECIAL MEETING** and **REGULAR MEETING** of November 18th, 2015; and the **SPECIAL MEETING** of November 20th, 2015, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

CITIZENS WISHING TO ADDRESS THE BOARD: * NONE

APPROVAL OF AGENDA:

Motion by Kish, seconded by Bradley, to approve the Agenda, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

TREASURER'S REPORT:

GENERAL FUND	\$	1,853,640.98
FIRE DEPARTMENT FUND	\$	254,795.31
POLICE PROTECTION FUND	\$	63,750.45
TRASH/RECYCLING FUND	\$	135,549.29
BUILDING DEPARTMENT FUND	\$	103,024.53
UTILITY RECEIVING FUND	\$	1,177,251.40
TOTAL	\$	3,588,011.96
MISCELLANEOUS PROJECTS	\$	1,288,265.01
GENERAL INVESTMENTS	\$	41,624.15
PUBLIC IMPROVEMENT	\$	152,715.56
UTILITY BOND MONEY MARKET	\$	42,799.76
GRAND TOTAL	\$	5,113,416.44

Motion by Bradley, seconded by Kish, to receive the Treasurer's Report, as given. Roll Call Vote, 4/0. **MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$5,113,416.44.**

BILLS PRESENTED FOR APPROVAL:

GENERAL FUND	\$	22,387.29
FIRE DEPARTMENT FUND	\$	1,192.37
POLICE PROTECTION FUND	\$	58.25
TRASH/RECYCLING FUND	\$	0.00
BUILDING DEPARTMENT FUND	\$	0.00
UTILITY RECEIVING FUND	\$	199,055.79
TOTAL	\$	222,693.70
MISCELLANEOUS PROJECTS (MUNICIPAL BLDG. CONST.)	\$	12,860.45
(UTILITY MAINT. & IMP.)	\$	736.25
GRAND TOTAL	\$	236,290.40

Motion by Kish, seconded by Bradley, to pay bills, as presented. Roll Call Vote, 4/0. **MOTION PASSED. BILLS APPROVED IN THE AMOUNT OF \$236,290.40.**

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

CORRESPONDENCE:

1. Notice of cancellation of Parks Commission's December, 2015 meeting. Next meeting will be January 18, 2016.
2. St. Clair County Road Commission and DPW schedule of 2016 meetings; and offer for Township to host a 2016 meeting.
3. Comcast notification of price changes to select XFINITY TV services and equipment, effective January 1, 2016; and changes to channel line-up, effective January 7, 2015.

Motion by Kish, seconded by Crawford, to accept correspondence, as given. Vote, Unanimous. **MOTION PASSED.**

PUBLIC HEARING: NONE

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1. Motion by Reynolds, seconded by Bradley, to approve the 2016 Meeting Dates and Times, as follows:

<u>BOARD OF TRUSTEES:</u>	1st. & 3rd. Wednesday of each month at 7:00 p.m. at Township Hall.
<u>PLANNING COMMISSION:</u>	2nd Tuesday of each month as needed at 7:00 p.m. at Township Hall.
<u>ZONING BOARD OF APPEALS:</u>	3rd. Tuesday of each month as needed at 7:00 p.m. at Township Hall.
<u>PARKS & RECREATION COMMISSION:</u>	3rd. Monday of each month at 7:00 p.m. at Township Hall.

Vote, Unanimous. **MOTION PASSED.**

2. Motion by Bradley, seconded by Kish, to adopt the 2016 Office Hours, as January 1st thru December 31st, 8:00 a.m. until 4:30 p.m., Monday through Friday.

POINTS OF DISCUSSION: * Evening hours
* On-Line Services

Vote, Unanimous. **MOTION PASSED.**

3. Motion by Bradley, seconded by Kish, to adopt the Resolution Reaffirming Intent to Collect Summer Property Tax Levy for the St. Clair County Regional Education Service Agency, as follows:

GENERAL OPERATING	-	0.1938 Mills per \$1,000 Taxable Value
SPECIAL EDUCATION	-	2.3113 Mills per \$1,000 Taxable Value
VOCATIONAL EDUCATION	-	0.9245 Mills per \$1,000 Taxable Value

Roll Call Vote, 4/0. **MOTION PASSED.**

4. Motion by Kish, seconded by Bradley, to approve the salary increase, for DPW Superintendent, Greg Randall, from \$58,552.00 to \$62,000.00, effective January 1, 2016.

POINTS OF DISCUSSION: * To include Storm Water Management
* Included in 2016 Budget approved 11/18/2015.

Roll Call Vote, 4/0. **MOTION PASSED.**

5. Motion by Reynolds, seconded by Kish, to promote Jordan Kerr to Full Time DPW Utilities Worker, at a rate of \$16.74 per hour, plus benefits, effective January 1, 2016.

POINTS OF DISCUSSION: * Paid at the Union Rate
* Has worked with the Township for the past 3 years as Part Time Grounds Maintenance Worker.
* Included in 2016 Budget approved 11/18/2015.

Roll Call Vote, 4/0. **MOTION PASSED.**

NEW BUSINESS, CONTINUED:

6. Motion by Kish, seconded by Bradley, to approve the salary increase for Lisa Shagena, Assistant Assessor, from \$29,367.00, to \$38,000 effective January 1, 2016 thru March 31, 2016; then \$48,000 effective April 1, 2016 thru December 31, 2016.

POINTS OF DISCUSSION: * Coincides with her Certifications
* Included in 2016 Budget approved 11/18/2015.

Roll Call Vote, 4/0. **MOTION PASSED.**

7. Motion by Kish, seconded by Crawford, to approve appointing DPW Foreman, Todd Thibodeau, as Department Safety Officer, with a January, 2016 rate increase of 0.25 per hour, after completion of a training course in December, 2015.

POINTS OF DISCUSSION: * MIOSHA Requirement to have a Safety Officer

Roll Call Vote, 4/0. **MOTION PASSED.**

8. Motion by Bradley, seconded by Kish, to approve awarding Sold Barn Construction the bid for a 40x80x16 Pole Building for the DPW, at a cost of \$67,400.00, for the 2016 Budget year.

POINTS OF DISCUSSION: * 40x80x16 Pole Building
* Bids received from:

Ainsworth Custom Construction	\$90,500.00
Solid Barn Construction	\$67,400.00
Woolman & Sons Construction	\$74,500.00

Roll Call Vote, 4/0. **MOTION PASSED.**

9. Motion by Kish, seconded by Bradley, to approve the hourly pay increase for Receptionist, Lisa Skotcher, from \$11.00 per hour to \$12.00 per hour, effective January 1, 2016.

POINTS OF DISCUSSION: * Included in 2016 Budget approved 11/18/2015.

Roll Call Vote, 4/0. **MOTION PASSED.**

10. Motion by Reynolds, seconded by Kish, to table Little Leagues request to lease 27 acres of the Parker Road property, in order to secure funding and grants towards the construction of Ball Fields. Vote, Unanimous.

BOARD DISCUSSION:

- Congratulated DPW's Ryan Radigan and Tyler Peters. Ryan now has an S2; and Tyler has an S3 Water Distribution Certification.
- Received lease payment, from Peters Brother's Farms, in the amount of \$6,000 for the use of the 100 acre parcel on Parker Road. They grew soybeans there this year and are requesting to lease the property again next year.
- Future employee training is being planned: Fire, Tornado and Hostile Visitor.
- Drive for Fire Department Roadway.
- Administration Building's Network Copy Machine - Summary of Current Lease; and Quotes received.
- Parker Road property.

CITIZENS WISHING TO ADDRESS THE BOARD:

Mike Levey regarding dumped shopping carts around the Township. Suggested an Ordinance be considered.

Motion by Kish, seconded by Bradley, to adjourn. Time, 7:39 o'clock p.m. Vote, Unanimous. **MOTION PASSED.**
MEETING ADJOURNED.


ROBERT C. CRAWFORD, CMMC
FORT GRATIOT CHARTER TOWNSHIP

JORJA BALDWIN, SUPERVISOR
FORT GRATIOT CHARTER TOWNSHIP