

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

MEMBERS ABSENT: NONE

ALSO PRESENT: DAVE JEWELL, AP/AR/GL & PAYROLL CLERK  
 MELLISSA HAYDUK, ASSESSOR  
 BILL SHAGENA, ORDINANCE ENFORCEMENT OFFICER AND LISA SHAGENA, ASSISTANT ASSESSOR  
 COLLEEN CARGO, ASSESSING DEPARTMENT CLERK  
 PAT SMITH, FIRE CHIEF

7:00 O'CLOCK P.M. - Supervisor opens Bardamar Drive Lighting Assessment District Public Hearing to review Plans & Cost Estimates for the addition of two (2) lights at each side of the entrance of Bardmar Drive, and continued with the Regular Agenda.

Motion by Kelly, seconded by Reynolds, to approve the Minutes of the SPECIAL MEETING and REGULAR MEETING of December 4<sup>th</sup>, 2013; and the SPECIAL MEETING of December 11, 2013, as printed and posted. Vote, Unanimous.  
**MOTION PASSED.**

**CITIZENS WISHING TO ADDRESS THE BOARD:** \*

Mr. Marlar, Wooded Twigs - Asked if there is any truth that Texas Roadhouse is coming to the Township. Supervisor Baldwin stated they haven't come back to the Township for any final approvals.

**APPROVAL OF AGENDA:**

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

**TREASURER'S REPORT:**

GENERAL FUND	\$	<u>1,033,352.36</u>
UTILITY RECEIVING FUND	\$	<u>1,829,647.35</u>
CEMETERY FUND	\$	<u>10,064.57</u>
FIRE DEPARTMENT FUND	\$	<u>371,530.11</u>
BUILDING DEPARTMENT FUND	\$	<u>54,989.49</u>
POLICE PROTECTION FUND	\$	<u>290,027.75</u>
TRASH FUND	\$	<u>41,147.90</u>
TOTAL	\$	<u>3,630,759.53</u>
MISCELLANEOUS PROJECTS	\$	<u>3,083,728.24</u>
GENERAL INVESTMENTS	\$	<u>2,201,046.46</u>
UTILITY RECEIVING INVESTMENTS	\$	<u>171,839.87</u>
UTILITY BOND INVESTMENTS	\$	<u>42,751.60</u>
GRAND TOTAL	\$	<u>9,130,125.70</u>

Motion by Bradley, seconded by Kish, to receive the Treasurer's Report, as given. Roll Call Vote, 7/0.  
**MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 9,130,125.70.**

**BILLS PRESENTED FOR APPROVAL:**

GENERAL FUND	\$	<u>43,651.17</u>
UTILITY RECEIVING FUND	\$	<u>18,223.74</u>
CEMETERY FUND	\$	<u>57.16</u>
FIRE DEPARTMENT FUND	\$	<u>29,909.41</u>
BUILDING DEPARTMENT FUND	\$	<u>1,249.42</u>
POLICE PROTECTION FUND	\$	<u>54,317.70</u>
TRASH FUND	\$	<u>0.00</u>
TOTAL	\$	<u>147,408.60</u>

Motion by Bradley, seconded by Kelly, to pay bills, as presented. Roll Call Vote, 7/0. **MOTION PASSED.**  
**BILLS APPROVED IN THE AMOUNT OF \$ 147,408.60.**

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

**SHERIFF DEPARTMENT REPORT:** Given by representative of Sheriff Department: Captain Muxlow.

Total Calls for Service for the month of November, 2013, (431). Number of Patrol Hours, (900). 11 Animal Complaint; 3 Assault & Battery; 23 Assist Other Depts.; 45 Assist Public; 2 B&E/Building; 2 B&E/Vehicle; 47 B&E/Alarm; 10 Disorderly Persons; 3 Domestic Assault; 5 Fraud; 10 Harassment & Threats; 2 Juvenile; 7 Larceny; 5 MDOP; 2 Narcotics; 4 PI Traffic Crash; 49 PD Traffic Crash; 18 Retail Fraud; 1 Robbery; 2 Sex Offense; 1 Stolen Vehicle; 54 Suspicious Incidents; 3 Trespasser; 122 Misc. Warrant Arrests/Follow-up/BOL, 911 Hangups, etc...; 121 Traffic Stops; 32 Tickets Issued

**FIRE DEPARTMENT REPORT:** Total runs for the month of November, 2013, (145). Fort Gratiot Township: 69 Medical Emergencies; 9 Alarm/Fire; 48 Fire/Misc.; 3 Personal Injury Accidents; 7 Mutual Aid. Clyde Township: 60 Medical Emergencies; 2 Fire/Misc.; 1 Personal Injury Accidents. Total Personnel, 1,579. Total Cost, \$ 27,517.50.

**PLUMBING/MECHANICAL INSPECTOR'S REPORT:** Total permits issued for the month of November, 2013, (10). 7 Mechanical; 3 Plumbing. Total Fees, \$ 1,729.00.

**BUILDING DEPARTMENT REPORT:** Total permits issued for the month of November, 2013, (14). 1 New Homes (Val. \$110,000); 1 Residential Addition/Alteration/Repair (Val. \$10,500); 5 Residential Accessory Structures (Val. \$78,300); 2 Deck/Porch (Val. \$19,000); 1 Commercial Addition/Alteration/Repair (Val. \$12,000); 1 Sign (Val. \$880). Total Valuation, \$ 230,680.00. Total Fees, \$ 2,711.50.

**ELECTRICAL DEPARTMENT REPORT:** Total permits issued for the month of November, 2013, (10). Total Fees, \$ 2,589.00.

**ORDINANCE ENFORCEMENT OFFICER REPORT:** 3 Blight; 1 High Grass/Noxious Weeds; 3 Unlicensed Vehicles.

**CORRESPONDENCE:**

1. Huron Consultants announcement that they have moved to new location - 3811 24<sup>th</sup> Avenue, Suite A, Fort Gratiot Township.
2. Yellowbook Notification of upcoming delivery dates
3. COMCAST notification of changes to channel lineup, effective in January, 2014

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

**PUBLIC HEARING, CONTINUED:**

1. CONTINUED BARDAMAR DRIVE LIGHTING ASSESSMENT DISTRICT AMENDMENT, TO REVIEW PLANS AND COST ESTIMATES FOR THE ADDITION OF TWO (2) LIGHTS AT EACH SIDE OF THE ENTRANCE OF BARDAMAR DRIVE:

ESTIMATED COST OF CONSTRUCTION (RECEIVED 11/04/2013):

TWO (2) UNDERGROUND FED 100 WATT HPS STREETLIGHT FIXTURES ..... \$ 7,570.20  
 THREE (3) YEAR ASSESSMENT TO PAY BACK CONSTRUCTION COSTS DIVIDED AMONG 14 LOTS:

	01/2014	02/2015	03/2016
UNPAID BALANCE	540.75	360.50	180.25
PRINCIPAL	180.25	180.25	180.25
INTEREST (5%)	27.04	18.03	9.01
TOTAL PAYMENT DUE	207.29	198.28	189.26

**BILLED ON DECEMBER (WINTER) TAX BILL IN ADDITION TO ANNUAL OPERATING COSTS (EST. TO BE \$165.06/PARCEL)  
 NO INTEREST WILL BE CHARGED IF PAID IN FULL BEFORE 10/15/2014**

Supervisor Baldwin asked for citizen comments, questions and/or objections, at this time. Not one was heard.

Motion by Baldwin, seconded by Bradley, to close the Public Hearing to review Plans and Cost Estimates for the proposed addition of two (2) lights on each side of the entrance to Bardamar Drive. Time, 7:13 o'clock p.m. Vote, Unanimous. **MOTION PASSED. PUBLIC HEARING CLOSED.**

POINTS OF DISCUSSION: \* E-Mail in favor of the lights from Lisa & Rick Leveille (2864 Bardamar Drive)

Motion by Baldwin, seconded by Reynolds, to approve the Plans and Cost Estimates for the addition of two (2) lights at each side of the entrance of Bardamar Drive and to adopt Resolution No. 3, RESOLUTION TO PREPARE SPECIAL ASSESSMENT ROLL; and Resolution No. 4, RESOLUTION SCHEDULING PUBLIC HEARING AND NOTICE OF SPECIAL ASSESSMENT, with the Public Hearing to be held on Wednesday, January 15<sup>th</sup>, 2014, beginning at 7:00 o'clock p.m. Roll Call Vote, 7/0. **MOTION PASSED. RESOLUTIONS 3 & 4, ADOPTED.**

**UNFINISHED BUSINESS:** NONE

**NEW BUSINESS:**

1. DPW UNION CONTRACT (INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 324):

- POINTS OF DISCUSSION: \* Don't yet have the physical Contract back from the Union.  
 \* Current Contract expires 12/31/2013.

Motion by Kish, seconded by Kelly, to authorize Supervisor Baldwin, Clerk Crawford and Treasurer Reynolds, to negotiate and accept the DPW Union Contract (International Union of Operating Engineers Local 324) for a three (3) year period covering January 1<sup>st</sup>, 2014 through December 31<sup>st</sup>, 2016, on behalf of the Township Board.  
 Roll Call Vote, 7/0. **MOTION PASSED.**

2. PROPOSED 2014 BUDGET APPROVAL:

DEPARTMENT	PROPOSED 2014 BUDGET
GENERAL FUND (DEPT. 101-000)	\$ 131,591
TOWNSHIP BOARD (DEPT. 101-101)	\$ 33,052
SUPERVISOR (DEPT. 101-171)	\$ 74,273
CLERK (DEPT. 101-215)	\$ 243,240
BOARD OF REVIEW (DEPT. 101- 247)	\$ 2,600
TREASURER (DEPT. 101-253)	\$ 174,847
ASSESSOR (DEPT. 101-257)	\$ 176,088
ELECTIONS (DEPT. 101-262)	\$ 21,480
GENERAL FUND OPERATIONS (DEPT. 101-265)	\$ 3,422,341
ORDINANCE ENFORCEMENT (DEPT. 282)	\$ 16,686
DRAINS AT LARGE (DEPT. 445)	\$ 57,123
GENERAL FUND STREET LIGHTING (DEPT. 101-448)	\$ 121,740
COMMUNITY PLANNING & ZONING DEPT (DEPT. 101-721)	\$ 73,108
ZONING BOARD OF APPEALS (DEPT. 101-722)	\$ 8,361
PLANNING COMMISSION (DEPT. 101-723)	\$ 24,521
PARKS & RECREATION (DEPT. 101-751)	\$ 26,538
TOWNSHIP GROUNDS MAINTENANCE (DEPT. 101-756)	\$ 246,946
COMMUNITY BUILDING (DEPT. 101-806)	\$ 6,490
WATERSHED PLAN (DEPT. 101-960)	\$ 15,000
FIRE DEPARTMENT FUND (DEPT. 206)	\$ 894,412
POLICE FUND (DEPT. 207)	\$ 779,718
PARKS MILLAGE FUND (DEPT. 208)	\$ 275,000
TRASH FUND (DEPT. 226)	\$ 534,298
BUILDING DEPARTMENT FUND (DEPT. 249)	\$ 148,616
BWATC FUND (DEPT. 250)	\$ 233,582
WATER / SEWER FUND (DEPT. 592)	\$ 3,449,700
TOTAL	\$ 11,191,351

Motion by Reynolds, seconded by Baldwin, to adopt the 2014 Budget Resolution of the Charter Township of Fort Gratiot, *by Department Level*, as noted above. Roll Call Vote, 7/0. **MOTION PASSED.**  
**2014 BUDGET APPROVED.**

3. Motion by Crawford, seconded by Bradley, to adopt the *RESOLUTION TO ESTABLISH 2014 TOWNSHIP TRUSTEE'S SALARY* as \$ 3,633.00, annually, effective January 1<sup>st</sup>, 2014. Roll Call Vote, 7/0. **MOTION PASSED.**
4. Motion by Reynolds, seconded by Bruckner, to adopt the *RESOLUTION TO ESTABLISH 2014 TOWNSHIP SUPERVISOR'S SALARY* as \$ 57,970.00, annually, effective January 1<sup>st</sup>, 2014. Roll Call Vote, 7/0. **MOTION PASSED.**
5. Motion by Kelly, seconded by Reynolds, to adopt the *RESOLUTION TO ESTABLISH 2014 TOWNSHIP CLERK'S SALARY* as \$ 53,865.00, annually, effective January 1<sup>st</sup>, 2014. Roll Call Vote, 7/0. **MOTION PASSED.**
6. Motion by Bradley, seconded by Kelly, to adopt the *RESOLUTION TO ESTABLISH 2014 TOWNSHIP TREASURER'S SALARY* as \$ 45,000.00, annually, effective January 1<sup>st</sup>, 2014. Roll Call Vote, 7/0. **MOTION PASSED.**

**NEW BUSINESS, CONTINUED:**

7. Motion by Crawford, seconded by Kelly, to authorize the Township Clerk and DPW Assistant Superintendent to sign the St. Clair County Road Commission's Annual Application to construct, operate, maintain, use and/or remove within a County Road Right-of-Way; and Resolution to be used in connection with Service Structure Applications. Roll Call Vote, 7/0. **MOTION PASSED.**
8. Motion by Bradley, seconded by Reynolds, to accept the recommendation of the Township Supervisor and appoint Jeffery Baron, Bonisteel Road; and Robert Buechler, Quaker Hill Drive, to the Planning Commission for a three (3) year term to expire December 31, 2016. Roll Call Vote, 7/0. **MOTION PASSED.**
9. Motion by Kish, seconded by Kelly, to adopt the *Resolution Approving Submission of Coastal Grant Application for the Fort Gratiot Master Plan Update*, in the amount of \$11,700.00. Roll Call Vote, 7/0. **MOTION PASSED.**

**10. PROPOSED 2013 BUDGET AMENDMENTS:**

TRANSFER \$ 2,000.00 FROM	GENERAL USE OF BALANCE FUND (101-000-697-000) TO
	GENERAL FUND MEMBERSHIP/FEEES (101-101-831-000); AND
TRANSFER \$ 10.00 FROM	GENERAL USE OF BALANCE FUND (101-000-697-000) TO
	GENERAL FUND PRINTING & PUBLISHING (101-247-900-000)

Motion by Kish, seconded by Reynolds, to approve the 2013 Budget Amendments, noted above, totaling \$ 2,010.00. Roll Call Vote, 7/0. **MOTION PASSED.**

**CITIZENS WISHING TO ADDRESS THE BOARD: NONE**

**BOARD DISCUSSION:**

- Update on new Township Office/Fire Department Building - Planning Commission's Site Plan Review on January 15<sup>th</sup>, 2014. Open Houses for review of plans will begin in January or February. Times Herald Article on Christmas Day.

Motion by Bradley, seconded by Reynolds, to adjourn. Time, 7:38 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