

MEMBERS PRESENT: BALDWIN, REYNOLDS, CRAWFORD, KISH, BRUCKNER AND MONTGOMERY
 MEMBERS ABSENT: BRADLEY
 ALSO PRESENT: LISA SHAGENA, ASSESSOR
 BILL SHAGENA, ORDINANCE ENFORCEMENT OFFICER
 JERRY WOOLMAN, FIRE FIGHTER

Motion by Kish, seconded by Bruckner, to approve the Minutes of the **REGULAR MEETING** of May 3rd, 2017, as printed and posted. Vote, 6/0C.

CITIZENS WISHING TO ADDRESS THE BOARD: * NONE

APPROVAL OF AGENDA:

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

TREASURER'S REPORT:

GENERAL FUND	\$	<u>1,912,630.08</u>
FIRE DEPARTMENT FUND	\$	<u>703,404.07</u>
POLICE PROTECTION FUND	\$	<u>559,164.82</u>
TRASH/RECYCLING FUND	\$	<u>411,842.54</u>
BUILDING DEPARTMENT FUND	\$	<u>16,492.72</u>
UTILITY RECEIVING FUND	\$	<u>1,652,931.52</u>
TOTAL	\$	<u>5,256,465.75</u>
MISCELLANEOUS PROJECTS	\$	<u>1,119,249.46</u>
UTILITY BOND MONEY MARKET	\$	<u>42,821.37</u>
GRAND TOTAL	\$	<u>6,418,536.58</u>

Motion by Montgomery, seconded by Reynolds, to receive the Treasurer's Report, as given. Roll Call Vote, 6/0.
MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 6,418,536.58.

BILLS PRESENTED FOR APPROVAL:

GENERAL FUND	\$	<u>24,323.94</u>
FIRE DEPARTMENT FUND	\$	<u>12,703.44</u>
POLICE PROTECTION FUND	\$	<u>59,567.10</u>
TRASH/RECYCLING FUND	\$	<u>0.00</u>
BUILDING DEPARTMENT FUND	\$	<u>255.00</u>
UTILITY RECEIVING FUND	\$	<u>6,479.37</u>
TOTAL	\$	<u>103,328.85</u>
MISCELLANEOUS PROJECTS (MAINT. & IMP.)	\$	<u>297.50</u>
GRAND TOTAL	\$	<u>103,626.35</u>

Motion by Bruckner, seconded by Kish, to pay bills, as presented. Roll Call Vote, 6/0. **MOTION PASSED.**
BILLS APPROVED IN THE AMOUNT OF \$ 103,626.35.

SHERIFF DEPARTMENT REPORT: Given by representative of Sheriff Department: Captain King

Total Calls for Service for the month of April, 2017, (290). Number of Patrol Hours, (900). 12 Animal Complaint; 1 Assault & Battery; 32 Assist Other Depts.; 45 Assist Public; 9 B&E of Building/Vehicle; 36 B&E/Alarm; 4 Disorderly Persons; 7 Domestic Assault; 9 Fraud; 6 Harassment & Threats; 2 Juvenile; 7 Larceny; 2 MDP; 4 PI Traffic Crash; 35 PD Traffic Crash; 13 Retail Fraud; 1 Sex Offense; 27 Suspicious Incidents; 5 Trespasser; 33 Misc. Warrant Arrests/Follow-up/BOL, 911 Hang-ups, etc.; 107 Traffic Stops; 44 Tickets Issued.

CITIZENS WISHING TO ADDRESS THE SHERIFF: * NONE

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

FIRE DEPARTMENT REPORT: Total runs for the month of April, 2017, (141). Fort Gratiot Township: 101 Medical Emergencies; 7 Alarm/Fire; 13 Fire/Misc.; 1 Mutual Aid; 5 PI Accidents; 2 Overtime; 5 Wire Down/Arcing. Clyde Township: 5 Medical Emergencies; 2 Fire/Misc. Total Personnel, 1,105. Total Cost, \$ 21,210.00.

BUILDING DEPARTMENT REPORT: Total permits issued for the month of April, 2017, (27). 1 New Home (Val. 180,000); 14 Residential Addition/Alteration/Repair (Val. 165,001); 3 Accessory Structure (Val. 6,300); 3 Fence (Val. 2,000); 3 Deck/Porch (Val. 9,380); 2 Manufactured Home (Val. 8,300); 1 Pool (Val. 5,000); 1 Commercial Addition/Alteration/Repair (Val. 15,000); 2 Commercial Sign (Val. 8,785). Total Valuation, \$ 399,766.00. Total Fees, \$ 4,426.00.

PLUMBING/MECHANICAL INSPECTOR'S REPORT: Total permits issued for the month of April, 2017, (17). 14 Mechanical (\$2,300.00); 3 Plumbing (\$417.00). Total Fees, \$ 2,717.00.

ELECTRICAL DEPARTMENT REPORT: Total permits issued for the month of April, 2017, (9). Total Fees, \$ 1,496.00.

ORDINANCE ENFORCEMENT OFFICER REPORT: Total complaints in the month of April, 2017, (7). 3 Blight; 2 Graffiti; 1 RV Storage/Parking; 1 Unlicensed Vehicle.

CORRESPONDENCE:

1. St. Clair County Board of Road Commissioners notification of two (2) new adopted Policies. (Policy 105 & Policy 106). Clerk noted that Parker Road will be leveled up and repaved, between Pine Grove Road (M-136) & Dykeman Road.

Motion by Kish, seconded by Bruckner, to accept the reports and correspondence, as presented. Vote, Unanimous. **MOTION PASSED.**

PUBLIC HEARING, CONTINUED: NONE

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1. Motion by Kish, seconded by Montgomery, to approve St. Clair County Road Commission Agreements, as follows:

PROJECT	TOTAL COST	TOWNSHIP COST (50%)
Crack Seal Sunset Lane and West Surrey Lane	\$ 5,000.00	\$ 2,500.00
Crack Seal Old Farm Lane	\$ 5,000.00	\$ 2,500.00
Crack Seal Angus Road and Sturbridge Lane	\$ 5,000.00	\$ 2,500.00
Crack Seal State Road, between Keewahdin Road (M-136) and Carrigan Road	\$ 10,000.00	\$ 5,000.00
TOTAL	\$ 25,000.00	\$ 12,500.00

POINTS OF DISCUSSION: * Meadowlawn Drive potholes.

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

2. Motion by Kish, seconded by Bruckner, to eliminate the Ordinance Enforcement Officer position; and delegate the code enforcement responsibilities to existing Township staff with assistance from the St. Clair County Sheriff's Department.

- POINTS OF DISCUSSION:
- * Safety of having Sheriff Deputy provide code enforcement instead of an employee.
 - * Bill Shagena spoke regarding his eight (8) years of service as Ordinance Enforcement Officer and asked the Township Board to keep an open mind and to reconsider eliminating the Ordinance Enforcement Officer position.
 - * Expectation that enforcement will be handled during regular Township hours and someone will be available to answer questions. Having a Sheriff Deputy handle any enforcement that could be confrontational is safer.
 - * Safety issues will be further looked into, in the near future, as to the handling of water shut-offs and the safety of our DPW Utility Laborers who currently post notices on doors/buildings.

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

Board Members thanked Mr. Shagena for his hard work & efforts over the past 8+ years as Ordinance Enforcement Officer.

NEW BUSINESS, CONTINUED:

3. Motion by Kish, seconded by Reynolds, to approve the Proposed Job Description for Code Enforcement Coordinator. Vote, Unanimous. **MOTION PASSED.**

4. Motion by Kish, seconded by Montgomery, to approve the stipend of \$2,000.00/June thru December, 2017, for the Code Enforcement Coordinator compensation.

POINTS OF DISCUSSION: * This stipend includes mileage.

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

5. Motion by Kish, seconded by Reynolds, to name Elizabeth Austin as the Code Enforcement Coordinator. Roll Call Vote, 6/0. **MOTION PASSED.**

6. Motion by Kish, seconded by Montgomery, to approve the Business Licensing Software purchase and training from BS&A Software, at a cost not to exceed \$9,190.00.

POINTS OF DISCUSSION: * Currently using a self-created database. Recent events with the Township server failing, much of the data was lost.
* Utilizing BS&A software, the business licensing will automatically tie into Building, Assessing, Cash Receipting, which will streamline the process for inspections and reporting, as well as statistical value for future grant applications.

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

BOARD DISCUSSION:

- Audit Report will be given at June 7th meeting; and Request for County Parks Millage funds.
- Setting Flags at the cemetery for Memorial Day. Volunteers are welcome.
- Proposed Legislation regarding change on **Application to Vote** - "*Affidavit of Voter Not in Possession of Picture Identification*".
- Dog Park Grand Opening held on May 6th. Bill & Lisa Shagena were there demonstrating pet oxygen masks; Representatives from PetSafe, as well as the Township Supervisor, Treasurer, Shelly Lynch, Kristy Jones and Lisa Skotcher.
- Supervisor attended Parks Commission meeting on May 15th. *Friends of the Dog Park* representatives addressed the Commission requesting that the Dog Park and future Dog Park improvements are included in their future Master Plan and Annual Budget.
- Sale of Township owned properties.

CITIZENS WISHING TO ADDRESS THE BOARD:

Mr. Mylar spoke regarding the use of Sheriff Deputies for Township ordinance enforcement.

Mr. Norris thanked Mr. Shagena for his service as Ordinance Enforcement Officer. He also commented on the additional traffic stops by Sheriff's Deputies.

Mrs. Shagena commended the Board for approving the purchase of BS&A Business Licensing Software, noting that it will make it much easier for all Township Departments and staff to utilize information.

The Township Board, again, thanked Mr. Shagena for his work as Ordinance Enforcement Officer.

Motion by Kish, seconded by Reynolds, to adjourn. Time, 8:24 o'clock p.m. Vote, Unanimous. **MOTION PASSED.**

MEETING ADJOURNED.



ROBERT C. CRAWFORD, CMMC
FORT GRATIOT CHARTER TOWNSHIP

RCC/JB/vo

JORJA BALDWIN, SUPERVISOR
FORT GRATIOT CHARTER TOWNSHIP