

MEMBERS PRESENT: BALDWIN, CRAWFORD, BRADLEY, BRUCKNER AND MONTGOMERY  
 MEMBERS ABSENT: REYNOLDS AND KISH  
 ALSO PRESENT: PAT SMITH, FIRE CHIEF  
 GREG RANDALL, DPW SUPERINTENDENT  
 LISA SHAGENA, ASSESSOR

Motion by Bruckner, seconded by Bradley, to approve the Minutes of the REGULAR MEETING of December 6<sup>th</sup>, 2017, with the correction to Item #10, NEW BUSINESS: Effective date to be January 1<sup>st</sup>, 2018 (NOT the first pay period in January, 2018). Vote, Unanimous. MOTION PASSED. MINUTES APPROVED, AS AMENDED.

CITIZENS WISHING TO ADDRESS THE BOARD: \* NONE

**APPROVAL OF AGENDA:**

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

**TREASURER'S REPORT:**

GENERAL FUND	\$	<u>1,421,572.42</u>
FIRE DEPARTMENT FUND	\$	<u>411,534.90</u>
POLICE PROTECTION FUND	\$	<u>151,722.32</u>
TRASH / RECYCLING FUND	\$	<u>60,361.69</u>
BUILDING DEPARTMENT FUND	\$	<u>21,080.29</u>
UTILITY RECEIVING FUND	\$	<u>2,121,929.16</u>
TOTAL	\$	<u>4,188,200.78</u>
MISCELLANEOUS PROJECTS	\$	<u>1,361,675.20</u>
UTILITY BOND MONEY MARKET	\$	<u>42,839.20</u>
GRAND TOTAL	\$	<u>5,592,715.18</u>

Motion by Bradley, seconded by Montgomery, to receive the Treasurer's Report, as given. Roll Call Vote, 5/0. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 5,592,715.18.

**BILLS PRESENTED FOR APPROVAL:**

GENERAL FUND	\$	<u>22,485.27</u>
FIRE DEPARTMENT FUND	\$	<u>4,548.97</u>
POLICE PROTECTION FUND	\$	<u>59,393.53</u>
TRASH / RECYCLING FUND	\$	<u>0.00</u>
BUILDING DEPARTMENT FUND	\$	<u>0.00</u>
UTILITY RECEIVING FUND	\$	<u>225,421.17</u>
TOTAL	\$	<u>311,848.94</u>
MISCELLANEOUS PROJECTS (PARKS MILLAGE FUND)	\$	<u>7,762.60</u>
GRAND TOTAL	\$	<u>319,611.54</u>

Motion by Montgomery, seconded by Bradley, to pay bills, as presented. Roll Call Vote, 5/0. BILLS APPROVED IN THE AMOUNT OF \$ 319,611.54.

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

Total Calls for Service for the month of November, 2017, (337). Number of Patrol Hours, (900). 7 Animal Complaint; 4 Assault & Battery; 18 Assist Other Depts.; 63 Assist Public; 2 B&E of Building/Vehicle; 26 B&E/Alarm; 2 Disorderly Persons; 8 Domestic Assault; 7 Fraud; 5 Harassment & Threats; 2 Juvenile Matter; 7 Larceny; 2 MDOP; 5 Narcotics; 2 P Traffic Crash; 49 PD Traffic Crash; 14 Retail Fraud; 1 Robbery; 1 Sex Offense; 2 Stolen Vehicle; 33 Suspicious Incidents; 3 Trespasser; 74 Misc. Warrant Arrests/Follow-up/BOL, 911 Hang-ups, etc.; 126 Traffic Stops; 57 Tickets Issued.

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

**CITIZENS WISHING TO ADDRESS THE SHERIFF:** \* NONE

**FIRE DEPARTMENT REPORT:** Total runs for the month of November, 2017, (107). Fort Gratiot Township: 79 Medical Emergencies; 1 Alarm/CO; 2 Alarm/Fire; 9 Fire/Misc.; 3 Fire/Structure; 2 PI Accidents; 1 Overtime. Clyde Township: 7 Medical Emergencies; 1 Fire/Misc.; 1 Fire/Structure; 1 PI Accidents. Total Personnel, 493. Total Cost, \$16,035.00.

**BUILDING DEPARTMENT REPORT:** Total permits issued for the month of November, 2017, (32). 2 New Homes (Val. 420,000); 16 Residential Addition/Alteration/Repair (Val. 152,391); 4 Accessory Structure (Val. 27,000); 2 Fence (Val. 2,000); 1 Deck/Porch (Val. 2,000); 4 Manufactured Homes (Val. 12,000); 1 Pool (Val. 5,000); 2 Commercial Signs (Val. 35,000). Total Valuation, \$655,391.00. Total Fees, \$ 5,783.50.

**PLUMBING/MECHANICAL INSPECTOR'S REPORT:** Total permits issued for the month of November, 2017, (28). 22 Mechanical (\$2,995.00); 6 Plumbing (\$885.00). Total Fees, \$ 3,880.00.

**ELECTRICAL DEPARTMENT REPORT:** Total permits issued for the month of November, 2017, (8). Total Fees, \$ 1,953.00.

**ORDINANCE ENFORCEMENT OFFICER REPORT:** Total complaints in the month of November, 2017, (11). 6 Blight; 1 High Grass/Noxious Weeds; 4 Misc. Ord. Violations.

**CORRESPONDENCE:**

1. Upcoming Classes / Seminars / Workshops:  
\* MTA's January Workshops examining Board Roles - 01/16/2018; and Township Services - 01/17/18, in Jackson, Michigan.

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

**PUBLIC HEARING:** NONE

**UNFINISHED BUSINESS:** NONE

**NEW BUSINESS:**

1. Motion by Bradley, seconded by Bruckner, to approve the proposed increase to Cindy Dortman, Utility Billing Clerk, rate of pay from \$18.35 per hour to \$20.00 per hour, effective January 1, 2018.

POINTS OF DISCUSSION: \* This rate increase is not subject to the 2018 percentage rate increase.

Roll Call Vote, 5/0. **MOTION PASSED.**

2. Motion by Montgomery, seconded by Bruckner, to approve the proposed increase to Shelly Lynch, DPW Clerk, rate of pay from \$13.77 per hour to \$15.50 per hour, effective January 1, 2018.

POINTS OF DISCUSSION: \* This rate increase is not subject to the 2018 percentage rate increase.

Roll Call Vote, 5/0. **MOTION PASSED.**

3. Motion by Bruckner, seconded by Baldwin, to approve the proposed annual Stipend rate for Deputy Treasurer and Deputy Clerk at \$4,000, effective January 1<sup>st</sup>, 2018.

POINTS OF DISCUSSION: \* This is an annual Stipend for both, Deputy Treasurer & Deputy Clerk; not tied to hourly wage.  
\* This Stipend will no longer be subject to annual percentage adjustments and must be brought back to the Township Board for approval of any increase/decrease.

Roll Call Vote, 5/0. **MOTION PASSED.**

4. Motion by Bradley, seconded by Montgomery, to approve the proposed increase to Amanda Eisenhauer, Treasurers Clerk, rate of pay from \$13.50 per hour to \$15.00 per hour, effective January 1<sup>st</sup>, 2018.

POINTS OF DISCUSSION: \* This rate increase is not subject to the 2018 percentage rate increase.

Roll Call Vote, 5/0. **MOTION PASSED.**

**NEW BUSINESS, CONTINUED:**

5. Motion by Montgomery, seconded by Bradley, to approve the proposed increase to Shift-Work Compensation, from \$15.00/shift hour to \$16.50/shift hour, effective January 1, 2018.

POINTS OF DISCUSSION: \* This rate increase is not subject to the 2018 percentage rate increase.

Roll Call Vote, 5/0. **MOTION PASSED.**

6. Motion by Montgomery, seconded by Bruckner, to approve the proposed increase to Deb Nichols-Jurek rate of pay from \$17.61 per hour to \$19.25 per hour, effective January 1, 2018.

POINTS OF DISCUSSION: \* This rate increase is not subject to the 2018 percentage rate increase.

Roll Call Vote, 5/0. **MOTION PASSED.**

7. Motion by Montgomery, seconded by Bradley, to approve the Fire Chiefs request to increase Probationary Members rate of pay from \$7.50 per run t \$8.25 per run, effective January 1, 2018.

POINTS OF DISCUSSION: \* This rate increase is not subject to the 2018 percentage rate increase.  
\* Per SOG's, Probationary Members are paid ½ the rate of Full Members.

Roll Call Vote, 5/0. **MOTION PASSED.**

8. Motion by Montgomery, to approve the Fire Chiefs request for a pay stipend for the completion if *Fire Inspector 1 Certification*; and *School of Fire Staff and Command Executive Leadership Program*, at a rate of \$1,500.00 for each certification. (Total - \$3,000.00 annual Stipend).

POINTS OF DISCUSSION: \* School of Fire Staff and Command Executive Leadership Program should be looked at as a salary, rather than tying it to a stipend.

**MOTION WITHDRAWN.**

Motion by Baldwin, seconded by Montgomery, to approve the Fire Chiefs request for a pay stipend for the completion of *Fire Inspector 1 Certification*, at a rate of \$1,500.00, annually, effective January 1, 2018.

POINTS OF DISCUSSION: \* This Stipend will remain in effect as long as Chief Smith maintains the Certification.

Roll Call Vote, 5/0. **MOTION PASSED.**

Brief discussion was held regarding compensating the Fire Chief for the *School of Fire and Staff and Command Executive Leadership Program*. This subject will be reviewed further in 2018 after further research.

9. Motion by Crawford, seconded by Baldwin, to approve the proposed water/sewer rates, and adopt a Resolution Amending Appendix "A" to reflect the increase, as recommended and submitted by the Township Auditor, effective with January 1<sup>st</sup>, 2018 Consumption to be billed on the April 1<sup>st</sup> billing.

POINTS OF DISCUSSION: \* Increase Water Rate from \$31.60 / 1,000 c.f. to \$33.00 / 1,000 c.f.  
\* Increase Sewer Rate from \$26.25 / 1,000 c.f. to \$28.00 / 1,000 c.f.  
\* Increase in commodity charge; and pending \$70,000 invoice from City of Port Huron for work done at the Sewer Plant. Township gets 13% of the sewer plant bills because we are 13% owner of the plant.  
\* Disparity in rates with Port Huron Township and Kimball Township when we all get our water from the City of Port Huron.  
\* SAW Grant and improvements and repairs to municipal utilities.

Roll Call Vote, 5/0. **MOTION PASSED.**

**NEW BUSINESS, CONTINUED:**

10. Motion by Bradley, seconded by Montgomery, to accept the Community Foundation of St. Clair County Agency Designated Fund Agreement for "Fort Gratiot Township Cemetery Perpetual Care Endowment"; and authorize the Township Clerk to sign the *Agreement* on behalf of the Township.

POINTS OF DISCUSSION: \* Ability of seeing a better return on monies invested in Perpetual Care while keeping funds local.  
\* Monies earned on investments are available for Townships to use for improvements/repairs; and a minimum balance must be kept at all times.  
\* This is a permanent, Lifetime Agreement.

Roll Call Vote, 5/0. **MOTION PASSED.**

11. Motion by Bradley, seconded by Montgomery, to approve the Proposed Land Rental Agreement with Peters Brothers Farms, of Memphis, Michigan, for the 2018 Crop Year, on approximately 100 acres, at \$60.00 per acre, on the East side of Parker Road (74-20-017-3002-001); and authorize the Township Clerk to sign the *Agreement* on behalf of the Township, for 2018 Crop. Roll Call Vote, 5/0. **MOTION PASSED.**

12. Motion by Baldwin, seconded by Bradley, to reject the County Treasurer's Office recommendation to accept the vacant property on Parker Road (74-20-028-1042-000), as recommended by the County Treasurer's Office. Roll Call Vote, 5/0. **MOTION PASSED.**

13. Motion by Montgomery, seconded by Bradley, to authorize payment of any year end bills that may offer early payment discount or incur penalty, if not paid prior to the next meeting. Roll Call Vote, 5/0. **MOTION PASSED.**

**BOARD DISCUSSION:**

- Supervisor received a *Thank You* text from a resident regarding Lisa Shagena, Assessor, going above and beyond her duties.

**CITIZENS WISHING TO ADDRESS THE BOARD:**

Mr. Norris asked when Panda Express will be opening. He was informed it is scheduled to open on December 29, 2017.

Motion by Bradley, seconded by \_Montgomery, to adjourn. Time, 8:37 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

RCC/JB/vlo