

Minutes of Lapeer Township Board
 Lapeer Township Offices and Community Building
 1500 Morris Road, Lapeer, Michigan 48446
 Regular Meeting
 April 14, 2008
 7:30 p.m.
 Dawn Walker, Clerk

Supervisor Jarvis called the meeting to order at 7:30 p.m.

PRESENT: Clerk Dawn Walker, Supervisor Scott Jarvis, Treasurer Lori Ann Taylor, Trustee Howard Stack and Trustee John Rutzen.

<p>Also present: Nancy Bradford William Blaine William Marshall Leonard Lumley, 1031 Pine Tree Lane Lenny Schneider Connie Lipka Michael Jastifer Justin Bojan, 1684 Imlay City Rd Robert Stanton, 445 Maple Grove Rd</p>	<p>Representing: Deputy Clerk EMS Representative Police Chief Self Resident/County Commissioner Lapeer Township Assessor Landex/Masco Self Self</p>
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Everyone stood for the Pledge of Allegiance.

CONSENT
 AGENDA:

The minutes of the March 10, 2008 regular meeting and March 19, 2008 special meeting.
 General correspondence for review:
 Police Statistics for March 2008
 Fire Report & Invoices for March 2008
 CCA Report
 GLTA Ridership Statistics

M-031-08: ***MOVED*** by Stack, support by Walker to approve the March 10th and March 19, 2008 board minutes as written. A vote was taken. Yes': All (5). ***MOTION CARRIED.***

Supervisor Jarvis added number nineteen to the agenda, proposed roadwork.

PUBLIC TIME:

Justin Bojan appeared before the board to inform of his intent to hold his wedding reception on his Grandfather's property at 1684 Imlay City Road, on May 17, 2008.

M-032-08: ***MOVED*** by Stack, support by Taylor to waive the noise ordinance for the evening of May 17, 2008. The board suggested that Justin also inform his immediate neighbors regarding the upcoming event. A vote was taken. Yes': All (5). ***MOTION CARRIED.***

Michael Jastifer of Landex / Masco expressed his appreciation and desire for the communication between the board and Landex / Masco to continue.

Robert Stanton of 445 Maple Grove Road spoke regarding road ditches in front of his property.

AGENDA:

TREASURERS
 REPORT:
 M-033-08:

FUND	CLOSING BALANCE
General Fund Checking	\$500.70
General Fund Saving	\$19,986.31
CHASE	\$251,117.63
MONEY MARKET	
Wolverine Bank 3.6% Matures 12/13/07	\$10,249.85
COMERICA	
Revolving Improvement	\$178,659.46
Capital Improvement	\$145,886.68
General Fund J-Account	\$508,146.67
LASALLE BANK	
State Share	\$142,396.10
General Township Working Totals:	\$1,256,943.40

RESTRICTED FUNDS	
LAPEER COUNTY BANK & TRUST	
Disaster Contingency	\$301.14
Liquor Law Enforcement	\$940.53
Cemetery Trust	\$35,056.40
Trust & Agency	\$30,900.00
NATIONAL CITY BANK	
Tax Collection (1-1 thru 3-31-08)	\$22,664.01

MOVED by Walker, support by Rutzen to accept the Treasurers report for March. A vote was taken. Yes': All (5). **MOTION CARRIED.**

Discussion followed regarding current bank interest rates. Treasurer Taylor reported that she was actively searching for the best CD rates. The board agreed that the CD offered by National City Bank at a rate of 4% for a period of one (1) year would be the best current option.

CLERKS
REPORTS:

Budget Amendments needed for current month are as follows:

	INCREASE	DECREASE
1012537270 – TREASURER, OFFICE SUPPLIES	500.00	
1012537160 – TREASURER, HEALTH INSURANCE		500.00
1012659450 – LEASE, SEC SYSTEMS	25.00	
1012658030 – SNOW REMOVAL	600.00	
1012659750 – BUILDING IMPROVEMENTS		625.00
1018007150 – SOC SECURITY	3000.00	
1018007151 – MEDICARE	900.00	
101851910 – INSURANCE & BONDS		3900.00
1013019300 – POLICE, MAINTENANCE & REPAIRS	800.00	
1013019780 – POLICE, EQUIPMENT & HARDWARE		800.00

BUDGET
M-034-08:

MOVED by Stack, support by Rutzen to approve the budget amendments as presented. Stack; yes, Rutzen; yes, Taylor; yes, Jarvis; yes, Walker; yes. **MOTION CARRIED.**

Clerk Walker presented the following:

- Vouchers presented from March 16th thru April 15th, including payroll from April 7th for a total voucher payments in the amount of \$58,030.02.
- General Fund Balance sheet.
- Profit & Loss Budget report.

Discussion followed.

M-035-08:

MOVED by Stack, support by Rutzen to approve payment of the vouchers. A vote was taken. Yes': All (5). **MOTION CARRIED.**

Lenny Schneider arrived 7:49 p.m.

COMPUTERIZATION
OF ASSESSING
RECORDS
M-036-08:

Lapeer Township Assessor Connie Lipka spoke to the board regarding computerizing the township assessing records. Discussion followed. The current software owned by the Township is capable of holding all information pertinent to the requested upgrade. Sample of records were shown to the board members in regards to the upgrade. The incurred expense is for labor costs associated to the upgrade of properties throughout the Township.

MOVED by Stack, support by Rutzen to approve the work needed to computerize all records at a cost of \$20,000.00. A roll call vote was taken: Stack; yes, Rutzen; yes, Jarvis; yes, Walker; yes, Taylor; yes. **MOTION CARRIED.**

COMMITTEE
APPOINTEES
POLICY CHANGE
P-001-08:

The board revisited a committee appointee policy originally established on July 11, 1988 and updated at the November 13, 2006 board meeting.

MOVED by Walker, support by Rutzen to update the policy to pay board members and / or appointed representatives for attendance at meetings not specific to their respective office for the following: the Prison Liaison Committee, Ambulance Service, Construction Code Authority, Utilities Authority, Greater Lapeer Transportation Authority and MTA meetings. The payments will be for up to one meeting per month plus one annual meeting per year, per committee, upon attendance, paid in accordance to the current pay schedule for Lapeer Township. A roll call vote was taken: Walker; yes, Rutzen; yes, Stack; yes, Taylor; yes, Jarvis; yes. **MOTION CARRIED.**

M-037-08:

MOVED by Jarvis, support by Stack to appoint Treasurer Taylor as the MTA board representative. A vote was taken. Yes': All (5). **MOTION CARRIED.**

NOTARY FEE
NON-RESIDENT
P-002-08:

The board discussed charging non-residents for notarizing documents.
Discussion followed.

MOVED by Taylor, support by Jarvis to charge non-residents of the Township \$5.00 for notarizing documents. Yes': All (5). **MOTION CARRIED.**

COMPUTER
SOFTWARE
M-038-08:

Treasurer Taylor provided a quote from BS&A software and requested approval to purchase delinquent personal property tax software. Discussion followed.

MOVED by Stack, support by Walker to approve the purchase of the software through BS&A and would include one (1) year of additional features and telephone support at a cost of \$995.00. A vote was taken. Yes': All (5). **MOTION CARRIED.**

DROPBOX
M-039-08:

Treasurer Taylor requested approval to have a drop box installed for residents to utilize after office hours.

MOVED by Walker, support by Taylor to approve the purchase of an after hours drop box through American Security Cabinets with installation to be completed by Thompson Contracting at a total cost of \$3,801.00. Proof of insurance is to be provided by the contractor. A roll call vote was taken: Walker; yes, Taylor; yes, Rutzen; no, Jarvis; yes, Stack; yes. **MOTION CARRIED.**

REFRIGERATOR
POLICE DEPT
M-040-08:

Chief Marshall requested a refrigerator for use in the police department.

MOVED by Walker, support by Jarvis to approve the purchase of a refrigerator at a cost not to exceed \$200.00. A vote was taken. Yes': All (5). **MOTION CARRIED.**

FIRERUNS
M-041-08:

Clerk Walker requested that the board authorize the removal of the following fire runs from the general ledger. They will still be pursued as collectible.

#2003 - 141	Amanda Hawley	\$ 450.00
#2006 - 037	Tammy Rozewski	\$1,000.00
#2007- 006	Eric Greenwald	\$1,000.00

MOVED by Rutzen, support by Stack to approve the removal of the above uncollectible fire runs from the Township general ledger. All fire runs will continue to be pursued. A vote was taken. Yes': All (5). **MOTION CARRIED.**

The fire run debt owed by Eric Greenwald in the amount of \$1,000.00 is also considered uncollectible. Trustee Rutzen would like time to attempt to collect this debt before pursuing it in small claims court.

SALARY
RESOLUTIONS

Resolutions to establish Township elected officials salaries were presented as previously discussed at the March 19, 2008 meeting.

CLERK
R-004-08:

WHEREAS, Michigan Compiled Law 41.95 authorizes the Township Board of Lapeer Township to determine the salaries for the offices of supervisor, clerk, treasurer, and trustee for fiscal year 2008-2009 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, the township board deems that adjustment in the salaries of these elected township officials is warranted in consideration of the increase in the cost of living and additional responsibilities taken by these officials since township board members' salaries were last adjusted, now

BE IT RESOLVED, that as of July 1st, 2008 the salary of the Clerk shall be as follows:

Clerk: \$35,295.00 base salary, plus \$1,000 per year for web page construction and maintenance. \$500.00 additional per election; and \$97.00 for regular board minutes and \$48.50 for special board minutes when a board-recording secretary is not used.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on Monday, June 9th, 2008, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on April 14th, 2008, is properly adopted by the Lapeer Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member Jarvis.

Supported by board member Stack.

Upon a roll call vote, the following voted, aye: Jarvis, Taylor, Stack, Rutzen, Walker.

Nays: none.

Abstain: none.

The supervisor declared the resolution adopted.

TREASURER
R-005-08

WHEREAS, Michigan Compiled Law 41.95 authorizes the Township Board of Lapeer Township to determine the salaries for the offices of supervisor, clerk, treasurer, and trustee for fiscal year 2008-2009 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, the township board deems that adjustment in the salaries of these elected township officials is warranted in consideration of the increase in the cost of living and additional

responsibilities taken by these officials since township board members' salaries were last adjusted, now

BE IT RESOLVED, that as of July 1st, 2008, the salary of the Treasurer shall be as follows:

Treasurer: \$28,715.00 base salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on Monday, June 9th, 2008, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on April 14th, 2008, is properly adopted by the Lapeer Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member Rutzen.

Supported by board member Walker.

Upon a roll call vote, the following voted, aye: Rutzen, Walker, Stack, Taylor, Jarvis.

Nays: none.

Abstain: none.

The supervisor declared the resolution adopted.

SUPERVISOR
R-006-08:

WHEREAS, Michigan Compiled Law 41.95 authorizes the Township Board of Lapeer Township to determine the salaries for the offices of supervisor, clerk, treasurer, and trustee for fiscal year 2008-2009 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, the township board deems that adjustment in the salaries of these elected township officials is warranted in consideration of the increase in the cost of living and additional responsibilities taken by these officials since township board members' salaries were last adjusted, now

BE IT RESOLVED, that as of July 1st, 2008, the salary of the Supervisor shall be as follows:

Supervisor: \$26,701.00 base salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on Monday, June 9th, 2008, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on April 14th, 2008, is properly adopted by the Lapeer Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member Walker.

Supported by board member Stack.

Upon a roll call vote, the following voted, aye: Walker, Stack, Rutzen, Taylor, Jarvis.

Nays: none.

Abstain: none.

The supervisor declared the resolution adopted.

TRUSTEES
R-007-08:

WHEREAS, Michigan Compiled Law 41.95 authorizes the Township Board of Lapeer Township to determine the salaries for the offices of supervisor, clerk, treasurer, and trustee for the fiscal year 2008-2009 by adopting a resolution at least 30 days prior to the township annual meeting, and

WHEREAS, the township board deems that adjustment in the salaries of these elected township officials is warranted in consideration of the increase in the cost of living and additional responsibilities taken by these officials since township board members' salaries were last adjusted, now

BE IT RESOLVED, that as of July 1st, 2008, the salary of the Trustees shall remain as follows:

Trustee: \$4,668.00 base salary.

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on Monday, June 9th, 2008, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during each official's term of office. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salaries as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on April 14th, 2008, is properly adopted by the Lapeer Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member Stack.

Supported by board member Jarvis.

Upon a roll call vote, the following voted, aye: Walker, Jarvis, Taylor, Rutzen, Stack.

Nays: none.

Abstain: none.

The supervisor declared the resolution adopted.

2008-09
EMPLOYEE
INCREASES
M-042-08:

The proposed employee wage increases for the fiscal year 2008-2009 were presented as discussed at the March 19th meeting.

MOVED by Walker, support by Stack to approve a 2.5% wage increase as presented to become effective July 1, 2008. A roll call vote was taken: Walker; yes, Stack; yes, Rutzen; yes, Taylor; yes, Jarvis; yes. MOTION CARRIED.

In salary and raise discussions the board has initialized the process of giving average raises rather than just percentages to adjust for large differences in wages between employees. Planning Commission representative John Rutzen

noted discussions at the last Planning Commission Study Session with Planning Commission Chairman. Request was made to adjust his wage immediately.

M-043-08: **MOVED** by Jarvis, support by Walker to adjust the Planning Chairman's wages. The new wage will equal commissioner fee plus 15% effective immediately. A vote was taken. Yes': (4), Nay: Stack. **MOTION CARRIED.**

APT/US&C
CONFERENCE
M-044-08:

Treasurer Taylor requested approval to attend the APT/US&C Conference.

MOVED by Stack, support by Rutzen to approve Treasurer Taylor to attend the conference to be held in Grand Rapids on August 10 -13, 2008 at a cost of \$385.00. A vote was taken. Yes': All (5). **MOTION CARRIED.**

HALL RENTAL
FEES
P-003-08:

The board discussed the current hall rental and deposit fee schedule. Trustee Rutzen pointed out the inconsistency in deposit versus rental fees.

MOVED by Rutzen, support by Walker to amend the current hall rental fee schedule to read as follows:

LARGE PARTIES (51 OR MORE)	
Resident	Non-Resident
Deposit: \$ 50.00	Deposit: \$125.00
Rental Fee \$100.00	Rental Fee:\$250.00

SMALL PARTIES (50 OR LESS)	
Resident	Non-Resident
Deposit: \$25.00	Deposit: \$ 75.00
Rental Fee: \$50.00	Rental Fee: \$150.00

FUNERAL DINNERS	
Resident (deceased or immediate family)	Non-Resident
\$25.00	\$100.00

TV Rental (per day)	\$25.00
VCR (additional fee)	\$10.00
Conference Room (per day)	\$50.00

A vote was taken. Yes': All (5). **MOTION CARRIED.**

REFUND OF
ANNEXATION
DEPOSITS
M-045-08:

The deposits being held by the Township for applicants who were annexed to the city can now be refunded as all actual expenses have been accounted for. Clerk Walker submitted a schedule outlining deposits, expenses and refunds due per applicant.

MOVED by Stack, support by Walker to approve the refund of the remaining unused deposits held by the Township to each individual applicant. A vote was taken. Yes': All (5). **MOTION CARRIED.**

ACT 342
RESOLUTION:

A resolution to analyze the feasibility of a regional water system was presented and reviewed. Discussion followed. TABLED.

FIRE
EXTINGUISHER
REPLACEMENT
M-046-08:

Supervisor Jarvis presented quotes provided by Caro Fire Equipment for the replacement of six fire extinguishers at the Township hall.

MOVED by Walker, support by Taylor to accept the proposal from Caro Fire Equipment to replace (3)- 5 pound extinguishers and (3)- 10 pound extinguishers at a total cost of \$330.00. A vote was taken. Yes': All (5). **MOTION CARRIED.**

SIGN
REPLACEMENT
M-047-08:

Supervisor Jarvis received a request for a sign to be placed at the bridge located on Higley Road just west of Maple Grove Road.

MOVED by Stack, support by Rutzen to accept a proposal for the placement of the sign from Lapeer County Road Commission at a cost of \$75.00. A vote was taken. Yes': All (5). **MOTION CARRIED.**

PROPOSED
ROADWORK
M-048-08:

Supervisor Jarvis presented two different proposals for roadwork offered by the Lapeer County Road Commission.

MOVED by Walker, support by Stack to accept a proposal for work to be completed on Greenwood Road east of Wilder Road to include: (3) 12"x30' driveway tubes, 1000' ditching, (1) 18"x40' cross culvert, (1) 18"x50' cross culvert, 300 ton gravel, seed and mulch at a cost of \$13,119.18 and a second proposal for work to be completed on Hunters Creek Road between Wilder Road and Five Lakes Road to include: 3,000 ton gravel, leveling and brine for a total cost of \$25,953.79. A roll call vote was taken: Walker; yes, Stack; yes, Rutzen; yes, Taylor; yes, Jarvis; yes. **MOTION CARRIED.**

Chief Marshall departed at 10:00 p.m.

FIRE DEPT
CONTRACT:

The board reviewed the a contract proposal submitted by the City of Lapeer for Fire Department services for a period of ten years. Discussion followed.
TABLED.

PUBLIC TIME:

Commissioner Schneider spoke briefly about senior citizen activities and the need for them to use facilities throughout the county.

REPORTS:

Various reports from throughout the County were given.

ADJOURNMENT:

MOVED by Walker, support by Jarvis to adjourn the meeting. The meeting was unanimously adjourned (at 10:23 p.m.).

Dawn M. Walker
Lapeer Township Clerk

Nancy L. Bradford
Lapeer Township Deputy Clerk