

Approved June 1, 2020

KOCHVILLE TOWNSHIP BOARD OF TRUSTEES BOARD MEETING
Kochville Veterans Hall
3265 Kochville Road, Saginaw, MI 48604
MINUTES OF May 18, 2020

Pledge of Allegiance/Roll Call

The Board Meeting was called to order at 7:00 pm by Supervisor Loiacano at Kochville Veterans Hall. The Pledge of Allegiance was recited.

PRESENT (in person): Supervisor Loiacano, Treasurer Knowlton, Trustee Ferrell and Trustee Thon
Note: Clerk Machata remoted into the meeting.

ALSO, PRESENT (in person): Steve London, Township Manager; Tyson McKinley, DDA Director.
Note: Chris VanLoo, Fire Chief; Mike Comstock, DPW Manager; Jamie Uptmor, Deputy Clerk; Ann Coon, Accounting Clerk; Dennis Knowlton, Planning Commission; and 3 other interested parties/guests remoted into the meeting.

Agenda Approval

Motion by Supervisor Loiacano and seconded by Trustee Thon to approve agenda as written.
Motion carried.

*Agenda for
Kochville Township Board of Trustees
Regular Monthly Meeting
May 18, 2020 7:00 p.m.
Kochville Veterans Hall, 3265 Kochville Road*

- 1) *Open Meeting/Pledge*
- 2) *Trustee Member – Roll Call*
- 3) *Agenda Approval*
- 4) *Public Comment: Open / Close*
- 5) *Consent Agenda Approval*
 - *Board of Trustees Special Meeting Minutes – April 13, 2020*
 - *Payment of regular bills*
 - *Next Board of Trustee Meeting – Kochville Veterans Hall, June 15, 2020, 7:00 pm*
- 6) *Financial Report Ending – April 30, 2020*
- 7) *Communications/Information*
- 8) *Committee Reports:*
 - A. Fire Chief B. Public Works C. DDA D. Veterans Hall*
- 9) *Unfinished Business*
- 10) *New Business*
 - a) *Discussion / Motion – Resolution #20-10 – Drain Maintenance*
 - b) *Discussion / Motion – Resolution #20-11 – Amending June Board meeting location*
 - c) *Discussion / Motion – Assessing Contract & Resolution #20-12*
 - d) *Discussion / Motion – Covid-19 Preparedness & Response Plan - Resolution #20-13*
 - e) *Discussion / Motion – Compensation Award for Brandon Rossi & Ben Petit*
 - f) *Discussion / Motion – Security Cameras for Township Hall and Veterans Hall*
- 11) *Manager Comments*
- 12) *Board Comments*
- 13) *Adjourn meeting*

Public Comment - none

Consent Agenda

Motion by Trustee Thon and seconded by Clerk Machata to approve consent agenda as written - Board of Trustees Special Meeting Minutes – April 13, 2020; Payment of regular bills; Next Board of Trustee Meeting – **Kochville Veterans Hall, June 15, 2020, 7:00 pm.** Motion carried.

Financial Report Ending April 30, 2020

Treasurer Knowlton read the balance for each of the following funds for month ending April 30, 2020.

a) General Fund	\$1,744,444.30
b) Fire Fund	\$455,050.86
c) Kochville Veterans Hall	\$6,758.40
d) Garbage and Rubbish Collection Fund	\$89,625.41
c) Building Department Fund	\$235,982.08
d) Debt Services Fund – Kochville Road	(\$109,038.75)
e) Debt Service Fund – Fashion Square Ext	(\$56,284.17)
f) Capital Improvement Fund – Crossroads	\$0.00
g) Capital Improvement Fund – Davis Road	\$250,000.00
h) Capital Improvement Fund – Fashion Square	\$0.00
i) Sewer Fund	\$1,600,675.07
j) Water Fund	\$1,690,608.61
k) Tax Collection Fund	\$1,000.00
Total of all Funds \$	\$5,908,821.81

Communications/Information

Supervisor Loiacano stated the storm drain by Ashley Lane was clogged and the Road Commission was out working on it today.

Department Reports - reports read and filed

Unfinish Business – None

New Business

Resolution #20-10 – Drain Maintenance

Supervisor Loiacano stated the Drain Commission wants to clean the Kochville Drain out before the bike path extension to Tittabawassee Township is constructed. Discussion took place.

Motion by Supervisor Loiacano and seconded by Treasurer Knowlton to approve Resolution #20-10 – Drain Maintenance for up to \$45,000.00 - \$15,000.00 in excess of authorized \$5,000.00 per mile.

Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

Resolution #20-11 – Amending June Board meeting location

The June Board meeting location needs to be moved to Veterans Hall due to the remodeling of the upstairs at the township hall will not be completed by the date of the June meeting.

Motion by Supervisor Loiacano and seconded by Trustee Thon to approve Resolution #20-11-amending June board meeting location. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

New Business (cont.)

Resolution #20-12 – Assessing Contract

Supervisor Loiacano gave an overview of the proposed assessing contract to hire Anissa Zaucha as the new Assessor for Kochville Township. Brief discussion took place about the contract.

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve Resolution #20-12 – Assessing Contract. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

Resolution #20-13 – Covid-19 Preparedness & Response Plan

This response plan is being mandated by the Governor's executive order. Brief discussion took place.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve Resolution #20-13- Covid-19 Preparedness & response plan. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

Compensation Award for Brandon Rossi & Ben Petit

Fire Chief Chris VanLoo is requesting that Brandon Rossi and Ben Petit be awarded Bank Time to use within the next year. This bank time is for them still working their regular scheduled hours thru the stay at home order. Brandon Rossi would receive 40 hours and Ben Petit would receive 30 hours.

Motion by Supervisor Loiacano and seconded by Trustee Ferrell to award the Bank Time to Brandon Rossi and Ben Petit. Motion carried.

Security Cameras for Township and Veterans Hall

DPW Manager Mike Comstock gave an overview of the bids he received from Honor Security, Inc. for new Surveillance camera systems at Kochville Township Hall and Kochville Veterans Hall. The quote for Kochville Township Hall is in the amount of \$15,125.00 plus a monthly service fee of \$115.17. The quote for Kochville Veterans Hall is in the amount of \$14,837.00 plus a monthly service fee of \$106.67. Mike Comstock stated he only obtained a single bid for each building. It was stated that the purchasing policy would have to be suspended if these quotes are to be approved. Discussion took place.

Motion by Trustee Ferrell and seconded by Supervisor Loiacano to suspend the Purchasing policy requiring three bids. Motion carried.

Motion by Trustee Ferrell and seconded by Supervisor Loiacano to approve bids from Honor Security in the amount of \$15,125.00 plus a monthly service fee of \$115.17 for Township Hall and in the amount of \$14,837.00 plus a monthly service fee of \$106.67 for Veterans Hall. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

Manager Comments

- Read a letter he received from Kerri Malesky that thanked the Township Board and Manager deciding to pay township employees their full salaries during the Covid-19 pandemic even though they were only working 16 hours per week maximum.
- The Aldersgate Cardinal Square Church (formerly Kochville Methodist Church) will be holding a food pantry giveaway Friday, May 22, 2020 at Saginaw Bay Ice Arena from 10:00 am until 2:00 pm.
- The upstairs remodel project is resuming.

Board Comments

Trustee Ferrell

- Stay safe everyone.

Treasurer Knowlton

- Welcomed the new Assessor Anissa Zaucha.
- Everyone enjoy their memorial weekend.

Trustee Thon - None

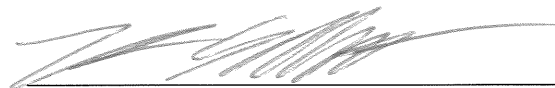
Clerk Machata

- Stated the following people are running for township office - Supervisor – Alan Malesky; Clerk – Kevin Machata; Treasurer – Sally Knowlton and Stefanie Knoerr; Trustee – Rhonda Ferrell, Jim Loiacano and Ed Thon
- Stated the Township will be receiving a new voting tabulator to be used for counting Absentee Ballots in a separate location other than at the precinct on election days. The township was awarded a 50% matching grant for purchasing the new tabulator. The Bureau of Elections will be covering the remaining cost.
- Thanked Kerri Malesky for recruiting volunteers for the food giveaway on May 22 and also getting Sheriff Department Support services to help with traffic control.
- Asked about the status of Office 365 implementation. Supervisor Loiacano stated he submitted the files to Vector and is waiting for the next step.
- Stay safe everyone.

Supervisor Loiacano - None

Adjournment

Motion by Trustee Ferrell and seconded by Treasurer Knowlton to adjourn the meeting at 8:20 pm.
Motion carried.



Kevin Machata, Clerk

6-4-2020

Date