

Approved as amended August 19, 2019  
(corrections shown in bold under first item of new business)

**KOCHVILLE TOWNSHIP BOARD OF TRUSTEES BOARD MEETING**  
**Kochville Veterans Hall**  
**3265 Kochville Road, Saginaw, MI 48604**  
**MINUTES OF July 22, 2019**

**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.

A moment of silence was observed for past Kochville Township Clerk George Schnepf who passed away on July 17, 2019.

**Roll Call:**

PRESENT: Supervisor Loiacano, Clerk Machata, Treasurer Knowlton, Trustee Ferrell and Trustee Thon

ALSO, PRESENT: Steve London, Township Manager; Alan Malesky, Fire Chief; Mike Comstock, DPW Manager; Kerri Malesky, Kochville Veterans Hall Director. There were 8 other interested parties/guests.

**Agenda Approval**

Two items were added to the agenda. Communication – Davis Road Waterline Project & 10f – SAGA. Motion by Trustee Thon and seconded by Supervisor Loiacano to approve agenda as changed. Motion carried.

*Agenda for  
Kochville Township Board of Trustees  
Regular Monthly Meeting  
July 22, 2019 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 Regular Meeting Minutes – June 17, 2019*
  - *Board of Trustees Special Meeting Minutes – June 27, 2019*
  - *Payment of regular bills*
  - *Next Board of Trustee Meeting – Kochville Veterans Hall, August 19, 2019, 7:00 pm*
- 6) *Financial Report Ending – June 30, 2019*
- 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 – Review – Classification & Compensation Study with Mark Nottley*
  - b) *Discussion / Motion – Resolution #19-21 – Water-Sewer Rates*
  - c) *Discussion / Motion – Special Event at Crossroads – Black Friday Laser Tag*
  - d) *Discussion / Motion – Memorandum on procedural discipline*
  - e) *Discussion / Motion – Staffing for upcoming vacancies*
- 12) *Manager Comments*
- 13) *Board Comments*
- 14) *Adjourn meeting*

**Public Comments**

Beverly Yanca, 6730 Davis Road

- Inquired about the Special Board Meeting on June 27, 2019 in regards to the Township Office being closed on Friday July 5, 2019. She asked if the Township is still following the county in regards to Holiday Office closures. The township actually has one more paid holiday than the county.

Patricia Bourdow, 6370 North Michigan

- Thanked the Board for the moment of Silence for George Schnepf.
- Asked about the new Township Manager and where he was Township Manager prior. Steve London briefly spoke about his work experience and what led to him being appointed Township Manager.
- Asked to reserve comment for Item #10a

**Consent Agenda**

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve consent agenda as written consisting of Board of Trustees Regular Meeting Minutes – June 17, 2019; Board of Trustees Special Meeting Minutes – June 27, 2019; Payment of regular bills; Next Board of Trustee Meeting – **Kochville Veterans Hall, August 19, 2019, 7:00 pm.**

**Financial Report Ending June 30, 2019**

Treasurer Knowlton read the balance for each of the following funds for month ending June 30, 2019.

a) General Fund	\$1,484,261.93
b) Fire Fund	\$411,310.37
c) Kochville Veterans Hall	\$16,633.76
d) Garbage and Rubbish Collection Fund	\$61,392.09
c) Building Department Fund	\$214,002.28
d) Debt Services Fund – Kochville Road	(\$61,237.50)
e) Debt Service Fund – Fashion Square Ext	\$0.00
f) Capital Improvement Fund – Krossroads	\$0.00
g) Capital Improvement Fund – Davis Road	\$250,000.00
h) Capital Improvement Fund – Fashion Square	\$108,790.46
i) Sewer Fund	\$1,436,310.99
j) Water Fund	\$1,500,098.99
k) Tax Collection Fund	\$1,000.00
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Total of all Funds \$	\$5,422,563.37

**Communications/Information**

Supervisor Loiacano deferred to DPW Manager Mike Comstock to give an update on the Davis Road Waterline Project. Mike stated Eric Construction will start the project Wednesday July 24, 2019. They will be starting just North of Jack’s Tree Service and proceed south. He said the project is projected to take between 4-6 weeks. Mike stated that no resident will be hooked up to the waterline until the water is tested and the Michigan DEQ says it is safe for residents to be connected to the new waterline

**Department Reports – reports read and filed**

## New Business

### Classification & Compensation Study with Mark Nottley

Mark Nottley from Municipal Consulting Services, LLC explained the steps of the process that he had laid out in the proposal for the Wage Analysis to the Board. Lengthy discussion took place. Mark stated that he does a very thorough job and the Board will be pleased with the results. It was questioned about having employee interviews when the board stated they did not want employee contact. **Added verbiage - Trustee Ferrell expressed concern about the integrity of the wage study process. The Township Board had all agreed that there would be no employee contact – to keep the study unbiased. The proposal from Municipal Consulting date May 21, 2019, which clearly outlines employee contact and employee interviews, did not come before the Board until now. This is after the first employee meeting had already taken place with Mr. Nottley and before the Township Board even knew about the proposal.** Mark explained that the interviews allow him to get a better understanding of each job position in addition to the job descriptions. It was asked who would be part of the interviews. Mark stated he prefers to do the interviews with only him and each employee. Mark assured the board he has done this long enough and knows when an employee is embellishing on their duties. Trustee Ferrell and Treasurer Knowlton stated they think the board should be kept informed during the entire process. Steve London said he will keep the board informed during the process.

Motion by Supervisor Loiacano and seconded by Trustee Thon to continue with the Wage Analysis and keep Steve London as focal point of contact. Motion carried 3-2 (Nays were Trustee Ferrell and Treasurer Knowlton).

### Resolution #19-21 – Water-Sewer Rates

Mike Comstock explained the proposed revisions to the water and sewer rates which is due to the City of Saginaw Raising its rates over the next three years. Mike suggested since our cost is determined by usage that the township increases rates for just this year and see how the water usage looks for the next fiscal year and adjust accordingly.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve Resolution #19-21 – Water-Sewer Rates.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

### Special Event at Krossroads – Black Friday Laser Tag

Lee Knepper from Mid-Michigan Laser Combat gave an overview as to what the event would entail. Supervisor Loiacano stated that not all of the area proposed for use is Township Property and that the land acquisition for the property around the existing township property at Krossroads is still in progress so the board should not really give permission at this time. He stated he will keep Mr. Knepper informed of the status of the land acquisition. No action taken.

### Memorandum on procedural discipline

Trustee Thon read a statement he prepared and in general he feels that board members need to do what they are elected to do and let the township manager do what he was hired to do and try not interfere so much with the day to day operations of the township.

## **New Business (cont.)**

### Staffing upcoming vacancies

Manager London stated that Part time DPW Employee Mike Murray will be retiring as of September 1, 2019 and part-time employee Kaylie Bremer who is cutting the DDA area per contract between the Township and DDA will be going back to school and her availability will be very limited. Lengthy discussion took place about whether to hire two more part-time employees, 2 full-time employees or 1 full-time and 1 part-time. The consensus was to advertise to hire one full-time DPW general laborer and 1 part-time DPW worker.

Motion by Supervisor Loiacano to have the DPW hire 1 full-time employee and 1-part time employee. Supervisor Loiacano rescinded his motion.

Motion by Supervisor Loiacano and seconded by Clerk Machata to hire 1 full time DPW General Laborer at \$14.00 per hour plus benefits with review after 90 days.

Motion by Clerk Machata and seconded by Supervisor Loiacano to hire 1 part time DPW worker at \$12.00 per hour for no more than 30 hours per week with review after 90 days.

### Added Item - SAGA

Supervisor Loiacano stated that SAGA (Saginaw Area GIS Authority) will be conducting aerial flyovers. The current tolerance Kochville township has is 6 inches on an aerial map. More communities are going to a 3-inch tolerance on maps. If Kochville were to go to 3-inch tolerance it would cost an additional \$2,650.00 spread out over the next 5 years. Supervisor Loiacano is not looking for a decision at this time but just wanted the board to be aware of it. No action taken.

## **Manager Comments - None**

## **Board Comments**

Trustee Ferrell – asked if Steve London would forward Wage Analysis to board members once he receives it from Mark Nutley. Steve said yes, he would forward information.

### Treasurer Knowlton

- Treasurer's office is collecting taxes along with delinquent taxes.

### Trustee Thon

- Thanked Supervisor Loiacano for having cattails taken care of in the ditch in Century Park at the intersection of Kenora Drive and Heidi Lane.
- Stated Ken Bayne asked how a local business can be selling CBD oils at the end of the last Planning Commission Meeting when the Township does not have an ordinance allowing it. Ed found out that the oils in question are from hemp plants which is not covered by the recent Marihuana laws.

**Board Comments (cont.)**

Clerk Machata

- Hopes to have a revised /updated FOIA policy to the board for the August Board Meeting.
- Stated the Township View will no longer be dropping off free copies at Township Hall.

Supervisor Loiacano - nothing

**Adjournment**

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn the meeting at 9:14 pm.  
Motion carried.

  
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Kevin Machata, Clerk

8/20/19

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Date