

Approved as amended September 16, 2019
(changes shown in bold)

KOCHVILLE TOWNSHIP BOARD OF TRUSTEES BOARD MEETING
Kochville Veterans Hall
3265 Kochville Road, Saginaw, MI 48604
MINUTES OF August 19, 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.

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; Jamie Uptmor, Deputy Clerk; Tyson McKinley, DDA Director. There were no other interested parties/guests.

Agenda Approval

Motion by Trustee Thon and seconded by Treasurer Knowlton to approve agenda as written. Motion carried.

*Agenda for
Kochville Township Board of Trustees
Regular Monthly Meeting
August 19, 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 – July 22, 2019*
 - *Payment of regular bills*
 - *Next Board of Trustee Meeting – Kochville Veterans Hall, September 16, 2019, 7:00 pm*
- 6) *Financial Report Ending – July 31, 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 – Fire Department Cost Recovery Fee Waiver Request – Rachel Ludwick*
 - b) *Discussion / Motion – Agreement for providing Sanitary Sewer maintenance and repair services*
- 12) *Manager Comments*
- 13) *Board Comments*
- 14) *Adjourn meeting*

Public Comments - None

Consent Agenda

Trustee Ferrell requested there be an addition to the Minutes of July 22, 2019 and read a prepared statement of the addition. Clerk Machata stated the minutes will be revised to show the addition. Motion by Supervisor Loiacano and seconded by Trustee Ferrell to approve the consent agenda as changed consisting of Board of Trustees Regular Meeting Minutes – July 22, 2019; Payment of regular bills; Next Board of Trustee Meeting – **Kochville Veterans Hall, September 16, 2019, 7:00 pm.**

Financial Report Ending July 31, 2019

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

a) General Fund	\$1,475,298.99
b) Fire Fund	\$381,368.89
c) Kochville Veterans Hall	\$18,490.88
d) Garbage and Rubbish Collection Fund	\$49,495.30
c) Building Department Fund	\$266,978.13
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	\$1,407,705.87
j) Water Fund	\$1,456,019.23
k) Tax Collection Fund	\$424,740.80
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Total of all Funds \$	\$5,777,651.05

Communications/Information

Mike Comstock provided an update on the Davis Road Waterline project. Mike stated the line has been installed and they are waiting on test results before they can begin to connect residents to the new line.

Department Reports

Fire Chief Malesky explained the change in the format of his board report and that his goal is to have a report that is easy to read and understand. Chief Malesky welcomed board members’ input and to let him know if they have any suggestions.

New Business

Fire Department Cost Recovery Fee Waiver Request – Rachel Ludwick

Brief discussion took place and it was decided to deny the request to waive the Fire Department Cost Recovery fee for Rachel Ludwick. The board briefly discussed offering Rachel to set up a payment plan and the consensus was to offer her to setup a payment plan.

Motion by Supervisor Loiacano and seconded by Trustee Thon to deny the request of Rachel Ludwick to waive her Fire Department Cost Recovery Fee. Motion carried.

Motion by Supervisor Loiacano and seconded by Treasurer Knowlton to have the Treasurer offer setting up a payment plan for Rachel Ludwick.

New Business (cont.)

Agreement for Providing Sanitary Sewer maintenance and repair services

Mike Comstock gave a history of Northwest Utilities. Dave Meyer reviewed the agreement and noticed there was no mutual aid agreement between the four communities if something happens in one community as to where all four communities would share in the costs so the one community would not be burdened of the entire cost. The proposed agreement notes that all four communities will share expenses if something were to happen in one community requiring repair and maintenance. Motion by Supervisor Loiacano and seconded by Treasurer Knowlton to approve the agreement for providing Sanitary Sewer maintenance and repair services. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

Manager Comments

- Met with the third and final contractor today where they performed an inspection and walk through for the backup generator project for Veterans Hall. There have already been two bids received from two other contractors.
- Interviews for the 2 DPW positions approved at July's board meeting will be taking place August 20, 2019.
- Stated that Logan Zaun submitted her letter of resignation to him and her last day will be Friday, September 27, 2019. Discussion took place as to how to fill the vacancy. Outsourcing was discussed and Trustee Ferrell, Treasurer Knowlton and Clerk Machata said they were not in favor of outsourcing accounts payable and payroll. Clerk Machata stated the position should really be part-time. Steve stated there is a person internally he has in mind, Trish Foerster. Steve will talk with Trish to see if she is interested and if she is not, the position will be advertised.
- The wage analysis 1 on 1 interviews with employees will be taking place on Monday August 26, 2019, at the Kochville Township Fire Station and will all be done in one day.

Board Comments

Trustee Ferrell – nothing

Treasurer Knowlton

- Treasurer's office is working on collecting delinquent taxes.
- ~~Stated the county represents the township as an agent in court proceedings where delinquent taxes are written off.~~
- **Saginaw County is the representing agent for Townships in Saginaw County regarding aged and unpaid Delinquent Personal Property Taxes. This excludes Saginaw Township as they represent themselves.**

Trustee Thon - nothing

Clerk Machata

- Restated that he had resigned from the Parks and Recreation Committee.

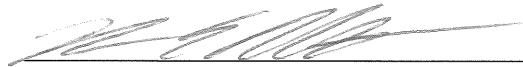
Board Comments (cont.)

Supervisor Loiacano

- Stated Brian Berg was hired as Security Director at Campus Village Apartments.
- Will be looking at Windows 365 and possibly having it on all the township computers since it is working well for the Fire Department.
- Ordinance 14-01 needs to be reviewed and revised and he will be getting copies to board members for them to review and make suggestions.
- The legal case with Cardinal Corners should hopefully be settled by the end of this year.

Adjournment

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn the meeting at 8:04 pm.
Motion carried.



Kevin Machata, Clerk

9-17-19

Date