

Approved October 21, 2019

KOCHVILLE TOWNSHIP BOARD OF TRUSTEES BOARD MEETING

Kochville Veterans Hall
3265 Kochville Road, Saginaw, MI 48604
MINUTES OF September 16, 2019

Pledge of Allegiance/Roll Call

The Board Meeting was called to order at 7:02 pm by Supervisor Loiacano at Kochville Veterans Hall. The Pledge of Allegiance was recited.

Roll Call:

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

ABSENT: Trustee Ferrell (excused), Steve London, Township Manager (excused)

ALSO, PRESENT: Alan Malesky, Fire Chief; Mike Comstock, DPW Manager; Jamie Uptmor, Deputy Clerk; Kerri Malesky, Kochville Veterans Hall Director Tyson McKinley; DDA Director. There were two other interested parties/guests.

Agenda Approval

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve agenda with addition consisting of 10f Accounting Clerk Update. Motion carried.

*Agenda for
Kochville Township Board of Trustees
Regular Monthly Meeting
September 16, 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 – August 19, 2019
 - Payment of regular bills
 - Next Board of Trustee Meeting – Kochville Veterans Hall, October 21, 2019, 7:00 pm
- 6) Financial Report Ending – August 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 – Breast Cancer Walk Parade Route
 - b) Discussion / Motion – Special Event – Westlund Guidance Clinic
 - c) Discussion / Motion – Veterans Hall Stand-by Generator purchase/installation
 - d) Discussion / Motion – Agreement between Kochville & Greater Saginaw Amateur Hockey Association
 - e) Discussion / Motion – Notification of Public Works positions filled
- 11) Manager Comments
- 12) Board Comments
- 13) Adjourn meeting

Public Comment

Tyson McKinley, Kochville DDA Director stated the acquisition of the 35 acres around Krossroads Park is complete and the only step remaining is to submit all the paperwork to the DNR in order to receive the remaining 10% of the grant money. He also stated that the DDA will own 4.95 acres and the Township will own 30.05 acres.

Consent Agenda

Treasurer Knowlton requested a change to her board comments for the August 19, 2019 Board Meeting Minutes and read a prepared statement of the change. Clerk Machata stated the minutes will be revised to show the addition. Motion by Trustee Thon and seconded by Treasurer Knowlton to approve the consent agenda with changes consisting of – Board of Trustees Regular Meeting Minutes – August 19, 2019, Payment of regular bills, Next Board of Trustee Meeting – **Kochville Veterans Hall, October 21, 2019, 7:00 pm.**

Financial Report Ending August 31, 2019

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

a) General Fund	\$1,496,805.54
b) Fire Fund	\$358,333.82
c) Kochville Veterans Hall	\$16,704.10
d) Garbage and Rubbish Collection Fund	\$37,491.45
c) Building Department Fund	\$259,593.99
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	\$1,429,721.57
j) Water Fund	\$1,483,136.66
k) Tax Collection Fund	\$219,381.88
Total of all Funds \$	\$5,598,721.97

Communications/Information

Davis Road Waterline - Mike Comstock stated the DPW has the go ahead to start connecting the customers to the new water main.

Supervisor Loiacano stated the Planning Commission approved the site plan for the proposed Solar Farm at Mackinaw and Pierce Roads at its meeting on September 9, 2019. It may come before the board at the October board meeting.

Supervisor Loiacano stated the board could look at approving the proposed Laser Tag event at Krossroads Park on Black Friday at the October Board meeting. Lee Knepper from Mid-Michigan Laser Combat was present and thanked the board for the consideration.

Department Reports - reports read and filed

Unfinish Business - None

New Business

Breast Cancer Walk Parade Route – Resolution #19-22

Chief Malesky stated the parade route is the same as last year and did not see any issues.

Motion by Supervisor Loiacano and seconded by Treasurer Knowlton to approve Resolution #19-22 – Cancer Walk Parade Route. Motion carried.

Special Event – Westlund Guidance Clinic

Brief discussion took place on the event. Clerk Machata stated their liability insurance expires on January 1, 2020 and they will need to provide an updated one before the event.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve the special event by Westlund Guidance Clinic with the stipulation they provide an updated liability insurance. Motion carried.

Kochville Veterans Hall Stand-by Generator purchase/installation

Mike Comstock presented a summary of the three bids that were received for purchase and installation of a stand-by generator for Kochville Veterans Hall. Mike recommend the board approve awarding the bid to Escon Group in the amount of \$24,179.35 as they are providing the best option for the Township. Brief discussion took place.

Motion by Supervisor Loiacano and seconded by Treasurer Knowlton to award the bid for the Kochville Veterans Hall Stand-by Generator purchase to Escon Group in the amount of \$24,179.35. Motion carried.

ROLL CALL VOTE:

Ayes: Knowlton, Machata, Thon and Loiacano

Nays: None

Agreement between Kochville and Greater Saginaw Amateur Hockey Association

Supervisor Loiacano stated both parties have reached an agreement and Chief Malesky stated he approves the terms of the agreement.

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve the agreement between Kochville and Greater Saginaw Amateur Hockey Association. Motion carried.

Notification of Public Works positions filled

Mike Comstock stated that two workers were hired into the DPW, one full-time and one part-time. Mike stated the new workers are working out good so far. The full-time employee is actually retired from the City of Bay City Public Works so he has a strong knowledge of public works. Mike also stated that there was only one person who applied for the part-time position and he is currently on the fire department and a college student at SVSU.

Added item – Accounting Clerk Update

Clerk Machata stated the accounting clerk position has been advertised and some application have been received. Interviews will be performed once Steve London returns from vacation. Clerk Machata is requesting the board to approve Steve London to hire the best candidate at a rate of \$18-24 per hour based on qualifications for 40-50 hours per pay period. Clerk Machata also requested that Logan Zaun stay on part-time to continue performing the duties of accounting clerk until a replacement can be hired and also have Logan train the new person once they are hired. Discussion took place about both items.

New Business (cont.)

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve Steve London to hire the best candidate for the accounting clerk position at a pay range of \$18-24 per hour depending on qualifications for 40-50 hours per pay period. Motion carried.

ROLL CALL VOTE:

Ayes: Knowlton, Machata, Thon and Loiacano

Nays: None

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve Logan Zaun to stay part time to continue the accounting clerk position until a replacement is found and for her to train the new person at her current pay rate. Motion carried.

ROLL CALL VOTE:

Ayes: Knowlton, Machata, Thon and Loiacano

Nays: None

Manager Comments - None

Board Comments

Trustee Ferrell – nothing

Treasurer Knowlton

- Today was final collection day for summer taxes without penalty.
- Stated she gave everyone a draft copy of a proposed ordinance to revise ordinances 14-01 and 14-02 into one ordinance.

Trustee Thon - nothing


Clerk Machata - nothing


Supervisor Loiacano

- Stated he will be talking with Vector Tech about potentially switching to Microsoft 365.
- Stated he has bills that come in on his credit card that go directly to Logan and asked if he wanted the Clerk's office to be copied on it. Clerk Machata said yes and stated he would like to see an "accounting clerk" email address setup instead of having a person's name as the email which we currently have with Logan.

Adjournment

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn the meeting at 7:38 pm. Motion carried.


Kevin Machata, Clerk


Date