

**KOCHVILLE TOWNSHIP
BOARD MEETING
MINUTES OF
July 18, 2016**

1. Open Board Meeting

The Regular Board Meeting was called to order at 7:03 p.m. by Supervisor Loiacano at the Kochville Township Office. The Pledge of Allegiance was recited.

Roll Call

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

ALSO PRESENT: Chris Jacobs, DDA Director; Al Malesky, Fire Chief; Mike Comstock, DPW Manager; Spencer Lindenberg, Parks and Recreation Chairman; Beverly Yanca; and Sandy David. There were no other residents or guests present.

2. Consent Agenda

Motion by Clerk Machata and seconded by Trustee Thon to approve the Consent agenda as written. Also approved was the June 20, 2016 Regular Board & Public Hearing minutes; June 28, 2016 Special Trustee Board Meeting Minutes; Payment of the Regular Bills; and Next Regular Township Board Meeting: Monday, August 15, 2016 at 7:00 p m. Motion carried unanimously.

3. Agenda Approval

Motion by Trustee Thon and seconded by Treasurer Brewster to approve the agenda with the following change: 5 (c) remove Walking Path Resealing. Motion carried unanimously.

AGENDA

KOCHVILLE TOWNSHIP BOARD OF TRUSTEES MEETING

MONDAY, JULY 18(7:00 PM)

KOCHVILLE TOWNSHIP OFFICE-5851 MACKINAW ROAD-SAGINAW, MI 48604

1. *Pledge of Allegiance / Roll Call*
2. *Approval of Consent Agenda*
 - a. *June 20th 2016, Regular Meeting & Public Hearing Minutes*
 - b. *June 28th 2016, Special Trustee Bd. Meeting Minutes*
 - c. *Payment of the Regular Bills*
 - d. *Next Regular Township Board Meeting: Monday, August 15, 2016 at 7pm*
3. *Approval of Agenda*
4. *Public Comment (Open to the Floor)*
5. *Communications / Information*
 - a. *Veterans Hall HVAC Improvements*
 - b. *Fashion Square Boulevard*
 - c. *Walking Path Resealing (Bay Road eastward to I-675)*
6. *Department Reports*
 - a. *Fire Dept.*
 - b. *DPW*
 - c. *Building & Code Enf.*
7. *Financials – Treasurer Brewster*
8. *Unfinished Business -*
 - b. *Transfer of Funds to Capital Improvement Fund*
 - i. *Krossroads Park Pond Stabilization Project 80k*
 - ii. *Davis Road Project - 250k*
 - iii.
 - c. *Update on Interim Township Manager position*
 - d. *X*
 - e. *X*

AGENDA (cont.)

9. New Business -

- f. Tammy Bressette - Title change to Office Manager*
- i. Tammy Bressette Credit Card for (Veterans Hall, Office General, Monthly Auto Twp. charges)*
- ii. Training - Acc's Payable & Payroll*
- g. Kochville Twp. 2015-16 annual 10% contribution to John Hancock Pension*
- h. Logan Zaun - Training - Acc's Payable, Payroll, & Utility Billing*
- i. Cost recovery appeal: Daniel Carlton*
- j. Transfer of \$ from General account to Kochville Veterans Hall*

10. Board Member Comments

Adjournment

4. Public Comments –

Spencer Lindenberg, Parks and Recreation, Chairman, said the Parks Committee would like to see parking expanded in Elmer Lange Park and will have 3 bids for the board at the August 15th Board meeting.

Beverly Yanca, 6730 Davis, Road, wants a report of expenditures and income of Veterans Hall. Also, she asked for an update on Davis Road waterline replacement that she brought up to the Board at the last meeting. Supervisor Loiacano said we are still waiting to hear back from the City of Saginaw. The families that are affected have not been notified because of lack of information from the City. Beverly expressed her concerns and said she will be notifying the residents involved.

Mike Comstock, DPW Manager, asked to reserve comment for 9a and 9c. Mike also stated Steve King named him interim/deputy Township Manager in his absence for a period of no more than 2 weeks in a March 2, 2016 email that Steve had sent out. Mike stated that since he is interim Township Manager that items 9a and 9c not be discussed or acted upon tonight because he was not informed of the items as he should have being interim Township Manager. According to the Departmental Ordinance, the Township Manager is the person who handles personnel. Trustee Ferrell suggested these items not be acted on tonight.

Christopher Jacobs, new DDA Director introduced himself to the Township Board and the audience. Welcome Christopher!

5. Communications/Information (Receive & File)

- a.** Veterans Hall HVAC Improvement update-furnaces and air conditioners were removed for the front part. Project hopefully to be completed before August Board Meeting. Bruce Palmer is working on capping/sealing off the underground duct work.
- b.** Fashion Square Boulevard-project is moving along. There are talks of people petitioning to have the name of Cardinal Drive, this would be from Tittabawassee to Pierce.

6. Department Reports

- a.** Fire Dept
- b.** DPW
- c.** Building & Code Enforcement

7. Reports

Financials – Treasurer Brewster

a. Financial Report ending June 30, 2016

Treasurer Brewster read the balance for each of the following funds for month ending June 30, 2016

a) General Fund	\$1,271,173.12
b) Fire Fund	\$416,748.51
c) Kochville Veterans Hall	(\$9,869.56)
d) Garbage & Rubbish Collection	\$48,897.33
e) Building	\$62,165.98
f) Debt Services Fund-Kochville Road	(\$31,081.25)
g) Sewer Fund	\$687,655.70
h) Water Fund	\$830,358.38
i) Tax Collection Fund	1,000.00
Total of all Funds	\$3,276,548.21

b. Other Committees/Departments

8. Unfinished Business

- a. Motion by Clerk Machata and seconded by Trustee Ferrell to transfer funds \$80,000 from the General Fund to Capital Improvement Fund for the Krossroads Park Pond Stabilization Project. Motion carried unanimously. The project was delayed at the June 20, 2016 Board Meeting until 2017 because of the bids coming in higher than budgeted.

Motion by Trustee Thon and seconded by Supervisor Loiacano to transfer \$250,000 from the General Fund to Capital Improvement Fund for the Davis Road Project. Motion carried.

- b. Supervisor Loiacano stated that Kochville is still talking with Zilwaukee to see if they are still interested in splitting time with Jeff Zittle (Zilwaukees City Manager) to have Jeff as the Interim Township Manager Position.

9. New Business

- a. There was some discussion regarding a title change to Office Manager for Tammy Bressette. Trustee Ferrell questioned the reason for the title change and asked if was to give her more money. Supervisor Loiacano said she is involved in a lot if things around the office. No action taken.

The Township Credit Card for Tammy Bressette will be discussed at the next board meeting. The Credit Card Policy is in the form of a Resolution and there was no draft resolution with changes tonight for the board to review.

Training for Accounts Payable and Payroll was discussed. Clerk Machata stated that he felt it was in the best interest of the township to also have Trish Foerster as a backup to do Accounts Payable and Payroll, she has a very strong background in accounting.

Motion by Treasurer Brewster and seconded by Trustee Thon to have Sharon Schafer train Tammy Bressette to do Accounts Payables and Payroll. Motion carried.

9. New Business (cont.)

Motion by Clerk Machata and seconded by Trustee Ferrell to have Sharon Schafer train Trish Foerster to do Accounts Payable and payroll. Motion carried 3-2, Ayes: Ferrell, Machata and Loiacano Nays: Brewster and Thon

Tammy and Trish will be trained separately by Sharon and Sharon will report back to the board with updates on how training is going.

- b. Motion by Supervisor Loiacano and seconded by Trustee Ferrell to approve The Townships 2015-2016 annual 10% contribution to John Hancock Pension in the amount of \$28,427.31. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Thon, Machata and Loiacano

Nays: None

- c. Logan Zaun – Training-Account Payable, Payroll and Utility Billing. Clerk Machata stated that Logan Zaun cannot be trained to do Accounts Payable and Payroll because the Treasurer/Deputy Treasurer is responsible for receiving and receipting for all money coming to the township and for deposits. Clerk Machata presented board members with an email from Michigan Township Association confirming this. There was no action taken.
- d. Motion by Supervisor Loiacano and seconded by Trustee Thon to “table” Daniel Carlton’s Cost Recovery Appeal. Motion carried
- e. Motion by Supervisor Loiacano and seconded by Clerk Machata to transfer \$30,000 from General account to Kochville Veterans Hall Fund. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Brewster, Thon, Machata and Loiacano

Nays: None

10. Board Member Comments –

Trustee Ferrell – the July Planning Commission was cancelled due to nothing on the agenda. Also a potential Nursing Home is coming up soon- Bavarian Comfort Care.

Treasurer Brewster - inquired as to how voters are taken off list. Clerk Machata explained that the state informs clerks thru the Qualified Voter File of changes.

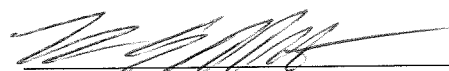
Trustee Thon - Nothing

Clerk Machata – Reminder of the Primary Election on Tuesday, August 2, 2016. Voting will be at the Kochville Veterans’s Hall. Polls open 7 am to 8 pm. Straight Party Voting is no longer allowed in the November General Election. Sally Knowlton filed to run for Clerk in the November Election under no party affiliation.

Supervisor Loiacano – the Sheriff millage is not an addition or increase. It is a renewal.

Adjournment

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn meeting at 8:12 p.m. Motion carried.


Kevin Machata, Clerk

8-17-16
Date