

Approved October 16, 2017

**KOCHVILLE TOWNSHIP BOARD OF TRUSTEES
REGULAR BOARD MEETING
Kochville Veteran's Hall
3265 Kochville Road Saginaw, MI 48604
MINUTES OF
September 18, 2017**

Pledge of Allegiance/Roll Call

The Board Meeting was called to order at 7:01 p.m. by Supervisor Loiacano at Kochville Veteran's Hall. The Pledge of Allegiance was recited.

Roll Call:

PRESENT: Supervisor Loiacano, Clerk Machata, Treasurer Brewster, Trustee Thon

ABSENT: Trustee Ferrell (excused)

ALSO PRESENT: Jeff Zittel, Township Manager; Alan Malesky, Fire Chief; Mike Comstock, DPW Manager; Kerri Malesky, Kochville Veteran's Hall Director; Jamie Uptmor, Deputy Clerk; Logan Zaun, Finance Coordinator; Dave Meyer, Township Legal Counsel; Ron Robishaw, Planning Commission; Michael Rolka, Yeo & Yeo and three other interested parties/guests.

Agenda Approval

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

*Agenda for
- KOCHVILLE TOWNSHIP -
Board of Trustees Monthly Meeting
September 18, 2017 7:00 p.m.*

Kochville Veteran's 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 21, 2017
 - Board of Trustees Special Meeting Minutes – September 11, 2017
 - Payment of regular bills
 - Next Board of Trustee Meeting – Kochville VFW Hall, October 16th, 2017, 7:00 pm
- 6) **Financial Report Ending** – August 31, 2017
- 7) **Communications/Information**
 - a) Davis Road Waterline USDA Financing – Jim
 - b) 2016-17 Fiscal Year Audit Presentation by Yeo & Yeo
- 8) **Committee Reports:**
 - A. Fire Chief
 - B. Public Works
 - C. DDA
 - D. Veteran's Hall
- 9) **Unfinished Business**
 - a) Discussion / Motion – Northwest Utilities Authority Wastewater Service Agreement w/City of Saginaw
- 10) **New Business**
 - a) Discussion / Motion – Fire Department Utility Task Vehicle (UTV) Purchase
 - b) Discussion / Motion – Cost Recovery - request to waive fee
 - c) Discussion / Motion – CIP - Capital Improvements Plan 2017-2023
 - d) Discussion / Motion - Parks & Recreation Committee 2018 Meeting Dates
 - e) Discussion / Motion - Resolution #17-22 - Saginaw County Hazard Mitigation Plan

AGENDA (cont.)

New Business (cont.)

- f) Discussion / Motion - RFP New Computer System, Vendor Equipment pricing selection
- g) Discussion / Motion - Water Service Agreement Between The City of Saginaw and Kochville Township 8-9-17
Final Draft
- 12) Manager Comments
- 13) Board Comments
- 14) Adjourn meeting

Public Comments

Dave Sanchez 6623 Davis Road

- Asked to reserve comment until items 7a and 10g.

Consent Agenda

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve consent agenda consisting of - Approval of Regular Board Meeting minutes of August 21, 2017, Special Board Meeting Minutes of September 11, 2017, Payment of the Regular Bills, Next Regular Kochville Township Board Meeting: Monday, October 16, 2017 at 7 pm. Motion carried.

Financial Report Ending August 31, 2017

Treasurer Brewster read the balance for each of the following funds for month ending August 31, 2017.

a) General Fund	\$988,596.32
b) Fire Fund	\$442,621.04
c) Kochville Veterans Hall	\$18,420.97
d) Garbage and Rubbish Collection Fund	\$27,450.82
c) Building Department Fund	\$132,014.14
d) Debt Services Fund – Kochville Road	(\$40,869.75)
e) Debt Service Fund – Fashion Square Ext	\$6,482.77
f) Capital Improvement Fund – Krossroads	\$80,000.00
g) Capital Improvement Fund – Davis Road	\$250,000.00
h) Capital Improvement Fund – Fashion Square	\$170,691.91
i) Sewer Fund	\$978,593.08
j) Water Fund	\$1,194,348.58
k) Tax Collection Fund	\$683,397.67
Total of all Funds \$	\$4,931,747.55

Communications/Information

Davis Road Water Line Update – Township Manager Zittel stated that the preliminary engineering report for the USDA Grant was revised along with application itself in order to have everything ready when and if the grant money is released. There was nothing new to report from the City of Saginaw or the Saginaw County Road Commission in regards to the project.

2016-17 Fiscal Year Audit - Mike Rolka presented a brief overview from the audit conducted by Yeo & Yeo. Mike stated that the township has a clean unmodified opinion, which is the best opinion a municipality can receive. Mike stated the township is in very good shape financially.

Department Reports – reports read and filed

Unfinished Business

Northwest Utilities Authority Wastewater Service Agreement with the City of Saginaw – Dave Meyer recommended that the Board approve the agreement. Some discussion took place. Motion by Trustee Thon and seconded by Clerk Machata to approve Northwest Utilities Authority Wastewater Service Agreement with the City of Saginaw. Motion Carried.

New Business

Fire Department Utility Task Vehicle (UTV) Purchase – Fire Chief Malesky stated that UTV would replace the Fire Departments existing 1980 Brush Truck (Brush 3). Chief Malesky said in order to save money the department wants to purchase the UTV that they demoed if it is still available but asked the board to approve the cost of a new UTV just in case the demo is not available. A brief discussion took place. Motion by Treasurer Brewster and seconded by Supervisor Loiacano to approve the purchase of the UTV up to \$18,450.00. Motion carried.

ROLL CALL VOTE:

Ayes: Brewster, Machata, Thon and Loiacano

Nays: None

Absent: Ferrell

Cost Recovery - request to waive fee – Chief Malesky stated he felt the request by Amy Sisson was a true hardship case. Discussion took place and it was decided to reduce the fee to \$150.00 from \$299.30 and offer the option of setting up a payment plan. Motion by Treasurer Brewster and seconded by Supervisor Loiacano to reduce the cost recovery fee for Amy Sisson from \$299.30 to \$150.00 and to offer a payment plan. Motion carried.

CIP - Capital Improvements Plan 2017-2023 – Discussion took place and there were no changes made to the CIP. Motion by Supervisor Loiacano and seconded by Trustee Thon to approve the 2017-2023 Capital Improvements Plan (CIP). Motion Carried.

Parks & Recreation Committee 2018 Meeting Dates – Clerk Machata read off the proposed dates. Discussion took place. Motion by Clerk Machata and seconded by Treasurer Brewster to approve the Parks & Recreation Committee 2018 Meeting Dates. Motion carried.

Resolution #17-22 - Saginaw County Hazard Mitigation Plan – Manager Zittel stated that the resolution is a requirement by FEMA for Kochville Township being part of the Saginaw County Hazard Mitigation Plan. Motion by Treasurer Brewster and seconded by Supervisor Loiacano to approve Resolution #17-22 Saginaw County Hazard Mitigation Plan. Motion carried.

ROLL CALL VOTE:

Ayes: Brewster, Machata, Thon and Loiacano

Nays: None

Absent: Ferrell

RFP New Computer System, Vendor Equipment Pricing Selection – Supervisor Loiacano presented quotes from two vendors for the planned Computer System upgrade. It was stated that per the Township's purchasing policy, there needs to be three quotes for this project due to the proposed dollar amount being spent. After lengthy discussion took place it was determined to table this item in order to obtain a third quote. Supervisor Loiacano will take care of getting a third quote. Motion by Treasurer Brewster and seconded by Clerk Machata to table the item. Motion carried.

New Business (cont.)

Water Service Agreement between the City of Saginaw and Kochville Township – Dave Meyer stated that both parties have agreed to the current draft of the agreement. Dave Meyer recommended approving the agreement with the stipulation of adding the alternate language to Section 4.16 that deals with Maximum Allowable Annual Used and Maximum Allowable Daily Use.

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve Water Service Agreement between the City of Saginaw and Kochville Township with adding the Alternate Language to section 4.16. Motion carried.

ROLL CALL VOTE:

Ayes: Brewster, Machata, Thon and Loiacano

Nays: None

Absent: Ferrell

Manager Comments - None

Board Comments

Trustee Thon – None

Treasurer Brewster – None

Clerk Machata – None


Supervisor Loiacano – Reminded everyone of the DDA open house on Thursday September 21, 2017 from 6 pm to 9 pm.

Trustee Ferrell – None (excused absence)

Adjournment

Motion by Treasurer Brewster and seconded by Clerk Machata to adjourn meeting at 9:03 pm.

Motion carried.



Kevin Machata, Clerk

10/19/17

Date