

Apporved December 18, 2017

**KOCHVILLE TOWNSHIP BOARD OF TRUSTEES
PUBLIC HEARING & REGULAR BOARD MEETING**

**Kochville Veteran's Hall
3265 Kochville Road Saginaw, MI 48604**

**MINUTES OF
November 20, 2017**

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 Sheila Hill who passed away on November 2, 2017. May she Rest in Peace.

Roll Call:

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

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; Chris Jacobs, DDA Director; Bruce Palmer, Zoning Administrator and four other interested parties/guests.

Agenda Approval

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve agenda with addition of New Business 14 m – MMWA additional yard waste pickup date. Motion carried.

*Agenda for
- KOCHVILLE TOWNSHIP -
Board of Trustees*

*Public Hearing & Regular Monthly Meeting
November 20, 2017 7:00 p.m.
Kochville Veteran's Hall, 3265 Kochville Road*

- 1) *Open Meeting/Pledge*
- 2) *Moment of Silence for past Clerk Sheila Hill who passed away November 2, 2017*
- 3) *Trustee Member – Roll Call*
- 4) *Agenda Approval*
- 5) *Suspend Regular Meeting*
- 6) *Open Public Hearing*

Public Hearing

1. *Open Public Hearing on- Urban Cooperation Agreement in connection with Water Service Agreement with the City of Saginaw (limit of 30 minutes)*
2. *Public comment*
3. *Trustee Member comment/review*
4. *Close Public Hearing*
- 7) *Re-convene Regular Meeting*
- 8) *Public Comment: Open / Close*
- 9) *Consent Agenda Approval*
 - *Board of Trustees Regular Meeting Minutes – October 16, 2017*
 - *Board of Trustees Special Meeting Minutes – November 1, 2017*
 - *Payment of regular bills*
 - *Next Board of Trustee Meeting – Kochville Veterans Hall, December 18th, 2017, 7:00 pm*

AGENDA (cont.)

- 10) **Financial Report Ending –October 31, 2017**
- 11) **Communications/Information**
 - a) *Davis Road Waterline USDA Financing – Jim*
- 12) **Committee Reports:**
 - A. Fire Chief
 - B. Public Works
 - C. DDA
 - D. Veteran's Hall
- 13) **Unfinished Business**
- 14) **New Business**
 - a) *Discussion / Motion – Water Service Agreement with City of Saginaw*
 - b) *Discussion / Motion – Urban Cooperation Agreement*
 - c) *Discussion / Motion – USDA Grant Application approval for Davis Road Waterline – Resolution 17-25*
 - d) *Discussion / Motion – USDA Legal Services Agreement for Davis Road Waterline*
 - e) *Discussion / Motion – USDA Engineering Services Agreement & Addendum for Davis Road Waterline*
 - f) *Discussion / Motion – DDA Board reappointment – Dave Abbs 11/20/17 to 11/20/21*
 - g) *Discussion / Motion – DDA Board reappointment – Lyle Davis 11/20/17 to 11/20/21*
 - h) *Discussion / Motion – DDA Board reappointment – Thomas Basil Jr. 11/20/17 to 11/20/21*
 - i) *Discussion / Motion – Ordinance #17-07 – Solar Energy Facilities Ordinance*
 - j) *Discussion / Motion – Ordinance #17-08 – Sidewalk Ordinance (special assessment for repair & replacement)*
 - k) *Discussion / Motion - Office Closure - Friday Afternoon on December 22, 2017 starting at 12:00 p.m.*
 - l) *Discussion / Motion – Christmas in Kochville Fireworks Display Permit*
- 12) **Manager Comments**
- 13) **Board Comments**
- 14) **Adjourn meeting**

Motion by Supervisor Loiacano and seconded by Clerk Machata to suspend regular meeting at 7:01 pm.

Public Hearing on Urban Cooperation Agreement in connection with Water Service Agreement between City of Saginaw and Kochville Township opened at 7:01 pm.

Supervisor Loiacano explained that the Urban Cooperation Agreement is required by law when public entities enter into a service agreement such as the recent Water Service Agreement between The City of Saginaw and Kochville Township. Brief discussion took place.

Public Hearing Public Comment - None

Public Hearing Board Comments – None

Public Hearing closed at 7:17 pm

Motion by Supervisor Loiacano and seconded by Clerk Machata to re-open regular meeting at 7:17 pm. Motion carried.

Public Comments - None

Consent Agenda

Motion by Supervisor Loiacano and seconded by Treasurer Brewster to approve consent agenda consisting of - Approval of Regular Board Meeting minutes of October 16, 2017, Special Board Meeting Minutes of November 1, 2017, Payment of the Regular Bills, and next Regular Kochville Township Board Meeting: Monday, December 18, 2017 at 7 pm. Motion carried.

Financial Report Ending October 31, 2017

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

a) General Fund	\$987,029.23
b) Fire Fund	\$381,002.90
c) Kochville Veterans Hall	\$13,968.68
d) Garbage and Rubbish Collection Fund	(\$3,080.55)
c) Building Department Fund	\$122,104.76
d) Debt Services Fund – Kochville Road	(\$49,079.00)
e) Debt Service Fund – Fashion Square Ext	(\$4,435.98)
f) Capital Improvement Fund – Krossroads	\$80,000.00
g) Capital Improvement Fund – Davis Road	\$250,000.00
h) Capital Improvement Fund – Fashion Square	\$119,975.15
i) Sewer Fund	\$876,919.01
j) Water Fund	\$1,111,734.02
k) Tax Collection Fund	\$19,262.56
Total of all Funds \$	\$3,905,400.77

Communications/Information

Davis Road Water Line Update – Supervisor Loiacano stated some documents needed to be updated which will be covered under new business of this meeting.

Department Reports – reports read and filed

Fire Chief Alan Malesky stated that the fire department hired two new responders; Benjamin Petit and Kayla Vanderveen and both are doing very well.

Unfinished Business – None

New Business

Water Service Agreement with City of Saginaw – Supervisor Loiacano stated that the current Davis Road Waterline customers will not be subject to the revenue sharing requirements of the new Water Service Agreement once the new waterline is installed on Davis Road.

Motion by Trustee Thon and seconded by Treasurer Brewster to approve the Water Service Agreement with the City of Saginaw with the stipulation of getting clean copies of Appendixes A, B, C, & D. Motion carried.

Urban Cooperation Agreement

Motion by Supervisor Loiacano and seconded by Trustee Thon to approve the Urban Cooperation Agreement between Kochville Township and the City of Saginaw. Motion carried.

USDA Grant Application approval for Davis Road Waterline – Resolution 17-25 – Manager Zittel stated the resolution gives approval for the township to pursue applying for the USDA Grant.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve Resolution #17-25. Motion carried.

USDA Legal Services Agreement for Davis Road Waterline - Manager Zittel stated this is required by the USDA when applying for a grant through the USDA.

Motion by Clerk Machata and seconded by Trustee Thon to approve the USDA Legal Services Agreement for Davis Road Waterline. Motion carried.

USDA Engineering Services Agreement & Addendum for Davis Road Waterline - Manager Zittel stated there is some necessary revisions needed with the required Engineering Services Agreement. Motion by Supervisor Loiacano and seconded by Clerk Machata to approve the USDA Engineering Services Agreement & Addendum for Davis Road Waterline. Motion carried.

DDA Board reappointment – Dave Abbs 11/20/17 to 11/20/21 - Motion by Supervisor Loiacano and seconded by Trustee Thon to reappoint Dave Abbs to the DDA Board for 11/20/17 to 11/20/21. Motion carried.

DDA Board reappointment – Lyle Davis 11/20/17 to 11/20/21 - Motion by Supervisor Loiacano and seconded by Trustee Ferrell to reappoint Lyle Davis to the DDA Board for 11/20/17 to 11/20/21. Motion carried.

DDA Board reappointment – Thomas Basil Jr 11/20/17 to 11/20/21 – There was a correction to the end date and it should be until 2020, not 2021. Motion by Supervisor Loiacano and seconded by Trustee Thon to reappoint Thomas Basil Jr. to the DDA Board for 11/20/17 to 11/20/20. Motion carried.

Ordinance #17-07 – Solar Energy Facilities Ordinance - Bruce Palmer presented a brief summary and reason for adopting a Solar Energy Facilities Ordinance. Several companies have expressed interest in building solar farms in Kochville Township. Note that the ordinance does have a provision where companies would have to put the land back to the original condition it was in before a solar farm was constructed if the company was to leave the property or go out of business. Bruce also stated that a company would have to take out a bond in order to cover any costs if the company were to go out of business. Manager Zittel and Trustee Ferrell both commended Bruce on doing a great job with drafting the ordinance. Thank you Bruce!

Motion by Trustee Thon and seconded by Trustee Ferrell to approve Ordinance #17-07 – Solar Energy Facilities Ordinance. Motion carried.

ROLL CALL VOTE:

Ayes: Brewster, Ferrell, Machata, Thon and Loiacano

Nays: None

Ordinance #17-08 – Sidewalk Ordinance (special assessment for repair & replacement) - Chris Jacobs, DDA Director gave a brief summary and the reason for the ordinance. The ordinance primarily covers repair and replacement. Property owners would be assessed on their taxes for any repair or replacement. Discussion took place and it was asked whether 5 years was too long of an assessment period. General consensus was to reduce assessment period to 3 years.

Motion by Treasurer Brewster and seconded by Supervisor Loiacano to approve Ordinance #17-08 – Sidewalk Ordinance (special assessment for repair & replacement) and to change the assessment period from 5 years to 3 years (page 3, Section 3, sub section f). Motion carried.

ROLL CALL VOTE:

Ayes: Brewster, Ferrell, Machata, Thon and Loiacano

Nays: None

Office Closure - Friday Afternoon on December 22, 2017 starting at 12:00 p.m. – Manager Zittel Motion by Supervisor Loiacano and seconded by Trustee Thon to approve Kochville Township Office Closure for Friday afternoon on December 22, 2017 starting at 12:00 pm and granting extra 4-1/2 hours of PTO for the employees to be off that afternoon. Motion carried.

Christmas in Kochville Fireworks Display Permit – Chris Jacobs stated this needed to be approved in order to have Fireworks at Christmas in Kochville on December 1, 2017.

Motion by Supervisor Loiacano and seconded by Clerk Machata to approve Christmas in Kochville Fireworks Display Permit. Motion carried.

Added Item – Additional Yard Waste Pickup Day thru Mid Michigan Waste Authority – Supervisor Loiacano said the township could add an additional pickup day for yard waste at an additional cost. Discussion took place and Treasurer Brewster stated that the current balance of the garbage and rubbish fund is in the negative and that the extra day would increase this amount and also said he was not in favor of adding another yard waste pick up day.

Motion by Treasurer Brewster and seconded by Supervisor Loiacano to not add another yard waste pick up day. Motion carried.

Manager Comments –

Manager Zittel stated the DPW has been preparing for winter and doing a great job.

Board Comments

Trustee Thon – said 3 residents had asked him about being asked for the driver's license number with the recent utility billing cycle. Treasurer Brewster stated this was done in order to have another way to track people down who leave town and do not pay their water bill(s). Trustee Thon expressed concern that if a person's driver's license number were in the townships computer system then they would be at risk of having their identity stolen if the township computer system was ever hacked. DPW Manager Comstock stated that any driver's license numbers are being kept in a 3 ring binder in the Finance Controller's office and NOT in the Utility Billing Software.

Treasurer Brewster – Asked Chief Malesky when the Firefighters started getting paid down to the minute? Discussion took place and Chief Malesky said the Firefighters get paid for the actual time they work this way. Manager Zittel stated he would get with Chief Malesky to discuss the topic further.

Clerk Machata – Wished everyone to have a safe and Happy Thanksgiving

Supervisor Loiacano – Wished everyone a Happy Thanksgiving

Trustee Ferrell – Wished everyone a Happy Thanksgiving

Adjournment

Motion by Clerk Machata and seconded by Supervisor Loiacano to adjourn the meeting at 8:19 pm. Motion carried.


Kevin Machata, Clerk

12-19-17
Date