

Approved as amended February 25, 2019  
(revisions shown in bold)

**KOCHVILLE TOWNSHIP BOARD OF TRUSTEES  
SPECIAL BOARD MEETING  
Kochville Veterans Hall  
3265 Kochville Road, Saginaw, MI 48604  
MINUTES OF  
February 4, 2019**

**Pledge of Allegiance/Roll Call**

The Board Meeting was called to order at 7:01 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; Kerri Malesky, Kochville Veterans Hall Director; Jamie Uptmor, Deputy Clerk; Catey Knowlton, Deputy Treasurer; Tyson McKinley, DDA Director. There were 1 other interested parties/guests.

**Agenda Approval**

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve agenda with addition of two items: 9(h) – Resolution #19-01 - Bond Resolution for Davis Road Waterline Project and 9(i) - Resolution #19-02 – Loan resolution for Davis Road Waterline Project. Motion carried.

*Agenda for  
Kochville Township Board of Trustees  
Special Meeting  
February 4, 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*
  - *Next Board of Trustee Meeting – Kochville Veterans Hall, February 25, 2019, 7:00 pm*
- 6) *Financial Report Ending – December 31, 2018*
- 7) *Communications/Information*
  - a) *Davis Road Waterline USDA Financing*
- 8) *Committee Reports:*
  - A. *Fire Chief*
  - B. *Public Works*
  - C. *DDA*
  - D. *Veterans Hall*
- 9) *New Business*
  - a) *Discussion / Motion – Ordinance #19-01 – ordinance to prohibit Recreational Marihuana establishments*
  - b) *Discussion / Motion – DPW Assistant Manager position*
  - c) *Discussion / Motion - Employee manual revisions – Section 8.3 Holidays*
  - d) *Discussion / Motion – Special Event application – American Liver Foundation*
  - e) *Discussion / Motion – Schedule Budget Workshop for proposed 2019-2020 FY budget*
  - f) *Discussion / Motion – Appoint Dennis Knowlton to Planning Commission to finish term of resigned member, Don Jackson until 12/29/2020*
  - g) *Discussion / Motion – Board of Review Reappointments*
    - Don Jackson Regular Member until 12/31/2020.*
    - Jayne Thon as Alternate Member until 12/31/2020*
- 12) *Manager Comments*
- 13) *Board Comments*
- 14) *Adjourn meeting*

**Public Comments - None**

**Consent Agenda**

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve the consent agenda consisting of Next Board of Trustee Meeting at Kochville Veterans Hall on February 25, 201, 7:00 pm. Motion carried.

**Financial Report Ending January 31, 2019**

Treasurer Knowlton read the balance for each of the following funds for month ending January 31, 2019.

a) General Fund	\$1,298,895.05
b) Fire Fund	\$347,755.38
c) Kochville Veterans Hall	\$5,553.69
d) Garbage and Rubbish Collection Fund	(\$20,412.65)
c) Building Department Fund	\$187,641.11
d) Debt Services Fund – Kochville Road	(\$47,725.50)
e) Debt Service Fund – Fashion Square Ext	(\$3,779.73)
f) Capital Improvement Fund – Crossroads	\$0.00
g) Capital Improvement Fund – Davis Road	\$250,000.00
h) Capital Improvement Fund – Fashion Square	\$108,790.46
i) Sewer Fund	\$1,174,625.58
j) Water Fund	\$1,517,128.66
k) Tax Collection Fund	\$833,251.06
Total of all Funds \$	\$5,651,723.11

**Communications/Information**

Davis Road Water Line Update – Supervisor Loiacano stated waiting on USDA

**Department Reports** – reports read and filed

**New Business**

Ordinance #19-01 – ordinance to prohibit Recreational Marihuana establishments

Brief discussion took place.

Motion by Trustee Thon and seconded by Supervisor Loiacano to approve Ordinance #19-01 - ordinance to prohibit Recreational Marihuana establishments. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

DPW Assistant Manager position

DPW Manager Mike Comstock explained the need to create the DPW assistant manager position. The position would clearly establish a person to take over in the event of the absence of the DPW Manager. Discussion took place. Trustee Thon was not in favor of the position. Clerk Machata stated the position would establish a clear chain of command and department structure.

Motion by Clerk Machata and seconded by Trustee Ferrell to create the DPW Assistant Manager Position. Motion carried 4-1.

**New Business (cont.)**

Employee Manual revisions – Section 8.3 Holidays

Manager London stated the first paragraph of the section was revised and that the Township Board will set the holidays prior to the start of the calendar year.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve the changes to the employee manual Section 8.3 Holidays.

Special Event Application – American Liver Foundation

The American Liver Foundation would like to hold a fundraising walk at Krossroads Park on September 7, 2019.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve the application with the stipulation of the updated liability insurance. Motion carried.

Schedule Budget Workshop for proposed 2019-2020 Fiscal Year Budget.

Discussion took place and the date the works for everyone is Thursday, February 21, 2019 at 6:30 pm at Kochville Township Hall. Clerk Machata will notice the meeting.

Appoint Dennis Knowlton to Planning Commission to finish term of resigned member, Don Jackson until 12/29/2020

Supervisor Loiacano stated the planning commission recommended appointing Dennis Knowlton. Motion by Trustee Thon and seconded by Supervisor Loiacano to appoint Dennis Knowlton to Planning Commission to finish term of resigned member Don Jackson until 12/29/2020. Motion carried.

Board of Review reappointments; Don Jackson Regular Member until 12/31/2020. Jayne Thon as Alternate Member until 12/31/2020

Motion by Clerk Machata and seconded by Supervisor Loiacano to reappoint Don Jackson to Board of Review as regular member until 12/31/2020. Motion carried.

Motion by Supervisor Loiacano and seconded by Treasurer Knowlton to reappoint Jayne Thon to Board of Review as a alternate member until 12/31/2020. Motion carried.

Added Item - Resolution #19-01 - Bond Resolution for Davis Road Waterline Project

Supervisor Loiacano stated this resolution is **need needed** for the Davis Road Waterline Project.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve Resolution #19-01 - Bond Resolution for Davis Road Waterline Project. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

Added Item - Resolution #19-02 - Loan resolution for Davis Road Waterline Project

Supervisor Loiacano stated this resolution is **need needed** for the Davis Road Waterline Project.

Motion by Clerk Machata and seconded by Supervisor Loiacano to approve Resolution #19-02 - Loan resolution for Davis Road Waterline Project. Motion carried.

ROLL CALL VOTE:

Ayes: Ferrell, Knowlton, Machata, Thon and Loiacano

Nays: None

**Manager Comments –**

- Ron Robishaw will be facilitating the CIP meeting on 2/13/19 at 9:30 am.
- Veterans Hall now has 14 inches more of blown insulation in the attic.

**Board Comments**

Trustee Ferrell – asked if employees are required to go outside in the extreme cold

Trustee Thon - nothing

Treasurer Knowlton

- Presented rest of board with her findings of township board salaries in other municipalities.

Clerk Machata - nothing

Supervisor Loiacano

- Get gas before it goes up

**Adjournment**

Motion by Supervisor Loiacano and seconded by Clerk Machata to adjourn the meeting at 7:57 pm.  
Motion carried.

  
\_\_\_\_\_  
Kevin Machata, Clerk

3-2-19

Date