

MEMBERS PRESENT: OPRITA, BUECHLER, CRAWFORD, BRADLEY, KISH, BRUCKNER AND MONTGOMERY

MEMBERS ABSENT: NONE

ALSO PRESENT: DAVE JEWELL, AP/AR/PAYROLL & GL ACCOUNTANT  
 PAT SMITH, FIRE CHIEF  
 LISA SHAGENA, ASSESSOR  
 SHARON WILTON, COMMUNITY EVENTS COORDINATOR

Motion by Bruckner, seconded by Kish, to approve the Minutes of the **SPECIAL MEETING** of November 20<sup>th</sup>, 2019; and the **REGULAR MEETING** of November 20<sup>th</sup>, 2019, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

CITIZENS WISHING TO ADDRESS THE BOARD: \* NONE

**APPROVAL OF AGENDA:**

Motion by Bradley, seconded by Montgomery, to approve the Agenda, as printed and posted. Vote, Unanimous. **MOTION PASSED.**

**TREASURER'S REPORT:**

GENERAL FUND	\$	1,736,402.16
FIRE DEPARTMENT FUND	\$	578,877.08
FIRE CAPITAL IMPROVEMENT FUND	\$	189,525.88
POLICE PROTECTION FUND	\$	282,643.10
TRASH / RECYCLING FUND	\$	88,482.37
BUILDING DEPARTMENT FUND	\$	23,971.12
UTILITY RECEIVING FUND	\$	1,725,667.25
TOTAL	\$	4,625,568.96
MISCELLANEOUS PROJECTS	\$	1,591,025.35
GRAND TOTAL	\$	6,216,594.31

Motion by Montgomery, seconded by Buechler, to receive the Treasurer's Report, as given. Roll Call Vote, 7/0. **MOTION PASSED. TOTAL TREASURER'S REPORT APPROVED IN THE AMOUNT OF \$ 6,216,594.31.**

**BILLS PRESENTED FOR APPROVAL:**

GENERAL FUND	\$	220,356.64
FIRE DEPARTMENT FUND	\$	1,381.14
FIRE CAPITAL IMPROVEMENT FUND	\$	10,000.00
POLICE PROTECTION FUND	\$	0.00
TRASH / RECYCLING FUND	\$	54,576.78
BUILDING DEPARTMENT FUND	\$	72.00
UTILITY RECEIVING FUND	\$	3,578.66
GRAND TOTAL	\$	289,965.22

Motion by Montgomery, seconded by Bradley, to pay bills, as presented. Roll Call Vote, 7/0. **MOTION PASSED. BILLS APPROVED IN THE AMOUNT OF \$ 289,965.22.**

**CORRESPONDENCE:**

1. COMCAST notification of opening of new Xfinity Store at 4455 24tyh Avenue, Suite 100 on December 11, 2019.
2. COMCAST notification of price changes, starting January 1, 2020.

Motion by Montgomery, seconded by Oprita, to accept correspondence, as presented. Vote, Unanimous. **MOTION PASSED.**

\* According to Section 6 of the Charter Township of Fort Gratiot By-Laws adopted 02/20/2003.

**PUBLIC HEARING(S):** NONE

**UNFINISHED BUSINESS:** NONE

**NEW BUSINESS:**

1. POSTPONED - Presentation by Anita Selby, Fort Gratiot Lions Club, regarding donated bench located at the front entrance of the Fort Gratiot Municipal Center until Mrs. Selby arrives.
2. Motion by Crawford, seconded by Bradley, to accept the highest bid from Murray Underground, in the amount of \$ 15,501.00, for the 2001 Ford F-550 Dump Truck, in "As Is" condition.

POINTS OF DISCUSSION: \* Sealed bids requesting a minimum \$9,000 bid - Received ten (10) bids which were opened at Noon, this date.  
\* Bids received ranged from \$6,000 to \$15,501

Roll Call Vote, 7/0.

3. Motion by Kish, seconded by Bradley, to approve the Product Sale and Installation Services Agreement with Ferguson Enterprises, LLC, for the Neptune Water Meter and Reading Equipment and Installation, totaling \$421,584.05. Roll Call Vote, 7/0. **MOTION PASSED.**
4. Motion by Bradley, seconded by Oprita, to authorize the posting and filling of the DPW Superintendent Assistant, by promoting from within the Department, with a start date of January 1, 2020, at a base salary of \$60,376.00.

POINTS OF DISCUSSION: \* 2020 base salary position \$ 60,376.00  
\* Job Description reviewed and approved 10/16/2019 by Board of Trustees  
\* Currently four (4) S2 operators working within the DPW

Supervisor Crawford requested to amend the original Motion to allow internal posting until December 11<sup>th</sup>, 2019; and interview interested candidates for this position, so that they can be in place as of January 1<sup>st</sup>, 2020.

Trustees Bradley and Oprita agreed to the amendment. Roll Call Vote, 7/0. **MOTION PASSED.**

5. Motion by Montgomery, seconded by Bradley, to adopt the *Resolution Authorizing Fort Gratiot Charter Township to Participate in the Michigan Economic Development Ready Communities Program.*

POINTS OF DISCUSSION: \* Sharon Wilton, Community Events Coordinator, explained the purpose of this Resolution which is to allow for the Township's inclusion in Redevelopment community, meaning we will have access to technical support and marketing systems, at no cost. The Township can withdraw from the program at any time. Because the Township doesn't have a downtown, we are considered engaged in the program.

Roll Call Vote, 7/0. **MOTION PASSED.**

6. Motion by Montgomery, seconded by Buechler, to adopt the *Resolution to Establish 2020 Board of Trustees Salary*, in the amount of \$ 4,370.00, effective January 1, 2020. Roll Call Vote, 7/0. **MOTION PASSED.**
7. Motion by Oprita, seconded by Bradley, to adopt the *Resolution to Establish 2020 Supervisor's Salary*, in the amount of \$ 64,614.00, effective January 1, 2020. Roll Call Vote, 7/0. **MOTION PASSED.**
8. Motion by Crawford, seconded by Bruckner, to adopt the *Resolution to Establish 2020 Clerk's Salary*, in the amount of \$ 60,893.00, effective January 1, 2020. Roll Call Vote, 7/0. **MOTION PASSED.**
9. Motion by Bradley, seconded by Buechler, to adopt the *Resolution to Establish 2020 Treasurer's Salary*, in the amount of \$ 50,160.00, effective January 1, 2020. Roll Call Vote, 6/1, Montgomery voting no. **MOTION PASSED.**
10. Motion by Kish, seconded by Bruckner, to adopt the *Resolution to Establish 2020 Department Head and Employee Salaries and/or Hourly Rates, per Appendix "A"*. Roll Call Vote, 7/0. **MOTION PASSED.**



**NEW BUSINESS, CONTINUED:**

11. Motion by Bradley, seconded by Bruckner, to adopt the 2020 Meeting Dates and Times, as follows:

- BOARD OF TRUSTEES: 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of each month at 7:00 p.m. at the Municipal Center; Cancellling 01/01/2020 due to New Year Holiday; and possibly 07/15/2020, due to the Parade.
- PLANNING COMMISSION: 2<sup>nd</sup> Tuesday of each month, as needed, at 7:00 p.m. at the Municipal Center
- ZONING BOARD OF APPEALS: 3<sup>rd</sup> Tuesday of each month, as needed, at 7:00 p.m. at the Municipal Center
- PARKS COMMISSION: 3<sup>rd</sup> Monday of each month at 7:00 p.m. at the Municipal Center

Roll Call Vote, 7/0. **MOTION PASSED.**

12. Motion by Bradley, seconded by Oprita, to adopt 2020 Office Hours, January 1<sup>st</sup> thru December 31<sup>st</sup>, 8:00 a.m. until 4:30 p.m., Monday through Friday. Roll Call Vote, 7/0. **MOTION PASSED.**

13. PROPOSED 2019 BUDGET AMENDMENTS:

Account Name	Amount	Appropriations Account	Account Name	Explanation
<b>GENERAL FUND</b>				
Transfer from General Fund	-250.00	101-265-730-000	Postage	
Transfer to General Fund	250.00	101-282-730-000	Postage	More Passports than anticipated
Transfer from General Fund	-121,000.00	101-445-936-000	Drains-at-Large	
Transfer from General Fund	-78,491.14	101-000-999-249	Transfer to Building Department	
Transfer to General Fund	199,491.14	101-448-920-005	Old Farms Construction Costs	New Amount for DTE Energy Construction
<b>BUILDING DEPARTMENT</b>				
	-11,000.00	249-000-482-000	Electrical Permits	More permits were issued
	11,000.00	249-373-702-000	Electrical Inspector Salary	More inspections
	-7,500.00	249-000-483-000	Mechanical Permits	More permits were issued
	7,500.00	249-374-702-000	Mech./Plumb. Inspector Salary	More inspections
	-5,000.00	249-000-617-000	Charges for Plan Review	More plan reviews were performed
	2,500.00	249-373-702-016	Plan Reviews	More plan reviews were performed
	2,500.00	249-374-702-016	Plan Reviews	More plan reviews were performed

Motion by Montgomery, seconded by Bruckner, to approve the Proposed 2019 Budget Amendments, as noted. Roll Call Vote, 7/0. **MOTION PASSED.**

14. Motion by Montgomery, seconded by Oprita, to approve to pay any end of the month bills in order to avoid penalties. Roll Call Vote, 7/0. **MOTION PASSED.**

**BOARD DISCUSSION:**

- Meeting Friday, December 6<sup>th</sup>, 2019, to finish up the SAWS Grant Application.
- Multi-Family Development Proposals; Commercial Development; and several new homes built this year.
- City of Port Huron to replace a *Return Water Meter* under the road, at the intersection of Lakeshore/Gratiot and Keewahdin Roads, next summer.
- Culvert replacement at Teeple Avenue, Grant Avenue and Connie Lane delayed until Spring 2020.
- Winter Tax notices have been sent out
- REMINDER - The December 18<sup>th</sup>, 2019 Regular Board Meeting was rescheduled for December 30<sup>th</sup>, 2019 at 7 p.m. It is possible that this meeting will be cancelled altogether.
- Clerk Buechler working on redistricting, trying to consolidate a couple voting precincts.
- Discussion regarding camera inspection of existing sewer lines.

At this time, Anita Selby began her presentation, stating that the Fort Gratiot / Burtchville Lions Club has teamed-up with Trex Decking to collect 500 lbs. of plastic. (ex., cereal box wrappers, outer wraps from toilet paper/paper towels, shrink-wrap and plastic bags). In return, they received the bench that has been dedicated to the Township and has been placed at the front entrance of the Fort Gratiot Municipal Center. It is in honor of her father, Les Selby, who was a member of the Fort Gratiot Lions Club. She introduced and thanked:

- Tom and Wing Thiele, of Independent Flooring, for being very big contributors for this, saving the plastic from their rolls of carpet, as well as hosting a plastic drop-box.
- Rachel, Store Manager of Tractor Supply Company, for contributing shrink wrap on their incoming cases

Ms. Selby presented each a Certificate of Appreciation.

Ms. Selby stated they started collections, again, in October for their 2<sup>nd</sup> bench.


They will continue collecting at drop box locations, helping to keep the plastic out of the landfills, oceans and lakes.

Trustee Kish asked if the general population is aware of this program.

Ms. Selby stated they did advertise the first 6 months, through Facebook and social media.

**CITIZENS WISHING TO ADDRESS THE BOARD:** NONE

Motion by Kish, seconded by Bruckner, to adjourn. Time, 7:18 o'clock p.m. Vote, Unanimous. **MOTION PASSED. MEETING ADJOURNED.**

  
ROBERT D. BUECHLER, CLERK  
FORT GRATIOT CHARTER TOWNSHIP

ROBERT C. CRAWFORD, SUPERVISOR  
FORT GRATIOT CHARTER TOWNSHIP

RDB/RCC/vo